

**TOWN OF SALEM
BOARD OF FINANCE
REGULAR MEETING MINUTES
THURSDAY, MARCH 23, 2023 – 7:00 P.M.
SALEM TOWN HALL – CONFERENCE ROOM 1**

**The minutes submitted below have been filed in accordance with
Section 7-342 of the CT General Statutes. They are subject to final approval
with or without amendments by a vote of the Board of Finance (BOF).
Approval and any such amendments will be detailed in subsequent BOF minutes.**

PRESENT

William “Skip” Dickson, Chairman
Marshall Collins, Clerk
Corinne (Cory) Bourgeois
Deborah Cadwell
Janet Griggs
Matt Rucci
Kate Belleville, Alternate
John Bernier, Alternate
Maryann Casciano, Alternate

ABSENT

none

ALSO PRESENT

First Selectman Ed Chmielewski
Selectman Kevin Lyden
Finance Specialist Lisa Jablonski
Emergency Management Director Mike Bednarz
Interim Fire Marshal &
Firefighter/EMT Supervisor Tom Main
Town Hall Staff Members

CALL TO ORDER

Chairman Dickson called the meeting to order at 7:00 p.m.

PLEDGE OF ALLEGIANCE

RECOGNITION OF VISITORS:

Horace Lindo

SEAT ALTERNATE, IF NEEDED: *none*

COMMUNICATIONS/PUBLIC COMMENT:

- a. Copy of a Letter and supporting documents from the Board of Education (BOE) Chairman Sean Reith requesting the use of ARPA (American Rescue Plan Act) Funds for the replacement of the Booster Pump System Control
The request has been received by the ARPA Committee.
- b. Clerk Collins distributed a draft Recusal Policy for the Board’s review and discussion. The document is consistent with the United States Code of Ethics, the State of Connecticut Standards for Judicial Conduct, and the town’s Ethics Policy.

Public Comment

Horace Lindo, reported on the finances for the Gardner Lake Volunteer Fire Company, as submitted in their recent tax return, providing an idea of the Fire Company's budget. He explained that the document includes the amount of funding received by the town, revenue from its Ambulance services, interest, total expenditures, liabilities, bank account balances, and account receivables and payable totals. The Firehouse receives 37% of its direct funding from the town and 63% from its members. The Fire Department has approximately \$80,000.00 in Capital expenses, including expenses for the On Call System, medical supplies, upfront nominal fees, etc. He also informed the Board of the status of their current budget.

Chairman Dickson confirmed the receipt of the Fire Company's tax returns. The Board is still awaiting the receipt of the Audit(s).

Ambulance Funds (Board Member Casciano) – The total revenue for the Fire Company's ambulance services is \$389,204.00. Of these funds, approximately \$25,000.00 is deposited into the Fire Company's account and the remaining funds are deposited into their Ambulance Funds to save for a new ambulance and purchase supplies for the ambulance.

SVFCO Chief Chip Weston wished to supplement last month's SVFCO budget presentation by SVFCO Deputy Chief Gene Maiorano. He stated that the Fire Company does not receive any revenue for its services. They expect to expend their training budget (Line Item 5-222-518) towards the end of this fiscal year to fund the training of new members. He also requested that the Board reinstate the funds that were cut from Line Items 5-222-618, SVFC Repair/Maintenance of Equipment, to accommodate for any unexpected repairs, and 5-222-438, Chief's Account, which is used for mileage, seminars, etc. He informed the Board that the expenses for the line item will increase as he is planning to retire from his current job, which funds the cost of many of the required seminars. He also recommended the Board wait for the completion of the Emergency Services Study before making any final decisions regarding the movement of line items to ensure that both departments are budgeted correctly.

ALTERATIONS TO THE AGENDA: *none*

AGENDA:

1. APPROVAL OF MINUTES: MARCH 16, 2023 BOF REGULAR MEETING – *tabled*

2. ACT ON PROPOSED APPROPRIATIONS FOR FY2023/24

A. TABLED ITEMS

#105 – SALARIES

It was felt that the additional funding request for the Fire Marshal/CP and EMT/Maintenance should be dependent on the Emergency Services Study findings to help justify the costs. The proposed budget, in its entirety, would result in a 3-mil increase.

Selectman Lyden suggested the possibility of approving the Department total and allowing management to allocate the funds. Chairman Dickson proposed reducing the budget to \$1,593,000.00, a 13.96% increase. Board Member Griggs stated the importance of educating the town regarding the issue surrounding EMS (Emergency Medical Services) to gain their support. Board Member Bernier reiterated his opinion that Elected Officials and Employees should not be considered equal; the salaries should reflect the responsibilities of their respective positions and should be aligned with comparable towns. He also suggested establishing pay grades/ranges for each of the positions and was in favor of their previous discussion regarding packaging the Emergency Services/Emergency Management requests together following the completion of the Emergency Services Study. Board Members Griggs and Rucci agreed. Mindful of the current economic environment, Clerk Collins was confident that the Board of Selectmen would be able to work with the proposed budget for the Department. Board Members Bourgeois, Casciano, and Belleville concurred, citing the Board of Education's ability to do the same, and their confidence in management to treat the employees fairly and equally. Board Member Casciano expressed her surprise that the Board Members were not harder on last week's BOE budget presentation. Board Members Casciano and Belleville expressed their opposition to a tax increase.

#138 EMPLOYEE BENEFITS

The Board agreed to reduce the proposed budget for Department 138, Employee Benefits, from \$526,635.00 to \$518,000.00, a reduction of \$8,635.00.

#240 PUBLIC SAFETY

Chairman Dickson proposed returning the items that were moved from the other Departments to avoid confusion. Changes could be made to the budget, based on the findings of the Emergency Services Study, in the future.

Line Item 5-240-970, On-Call Public Safety – The line item was moved from Department 105, Salaries, Line Item 5-105-119, On Call Program. Part of the funding for the line item in FY2022/23 was derived from the ARPA Funds. Board Member Casciano suggested reducing the proposed amount from \$90,000.00 to \$82,000.00, based on the current Agreement, which is in the process of being renegotiated.

Line Item 5-240-960, Gear – FF/EMT – Board Member Bourgeois suggested moving the line item to the Capital Plan to better align with that of the Fire Companies. The line item includes two (2) sets of gear (Structural BP Firefighting Uniform, boots, uniforms, flashlights, everyday uniforms, special event uniforms, etc.) with an estimated cost of \$6,000.00 each and additional funds for any miscellaneous gear-related needs. The Department is currently short by two (2) sets of gear. A five-year gear purchase plan that allows for a primary (newer) set of gear and a backup (older) set of gear based on the need to wash the gear of carcinogens after each use has been established.

Selectman Lyden agreed with the possibility of considering some of the one-time Emergency Services items for ARPA Funding and/or moving them to the Capital Plan.

Line Item 5-240-220, 911 Emergency Contract – The annual ESO Recording System subscription service fee is \$15,000.00. The initial purchase of the system was ARPA-funded. The fee may increase based on any additional modules the Gardner Lake Volunteer Fire Company will need. The subscription fee is expected to increase by 3% annually. The \$88,000.00 Regional Grant with QVEC (Quinebaug Valley Emergency Communications) for the Volunteer Fire Companies' radios will be submitted before the April deadline and a request will be made to the ARPA Committee to fund the Emergency Management Radios.

Line Item 5-240-421, Civil Preparedness – There are no items in the budget that would qualify as a Capital Item. The expenditures would include public service campaigns, outreach materials, emergency supplies, and other miscellaneous items. Being one-time expenses that are future needs, Selectman Lyden proposed the possibility of sending the \$12,600.00 increase to the ARPA Committee.

Line Item 5-240-020, Communications/Communication Equipment – The plan is to upgrade the town's current radio system to the Connecticut Land-Based Radio Network, including the necessary radio antenna repairs. The approximate cost to move the three (3) antennas to the existing tower is \$8,200.00. The project would lay down the foundation to purchase new radio equipment the following fiscal year and would align with the fire companies' purchase of the new radios should the QVEC Regional Grant be awarded. In addition, the additional funds would allow the EOC to install a dedicated internet line. Chairman Dickson recommended the \$7,000.00 increase be sent to the ARPA Committee.

Line Item 5-240-420, Fire Marshal Expense – The line item includes ongoing expenses, including subscription services, books, supplies, and uniforms. Chairman Dickson recommended the \$6,515.00 increase be sent to the ARPA Committee or that the line item be flat-funded.

Line Item 5-240-625, Alarm Maintenance – The Fire Wells and Hose and Ladder Testing which were moved from GLVFC Fire Wells (Line Item 5-222-432, \$2,000.00) and GLVFC Testing (Line Item 5-222-614, \$4,000.00) will be removed from the Department's budget.

The following items will be sent to the ARPA Committee for consideration:

Line Item 5-240-421, Civil Preparedness	\$ 12,600.00
Line Item 5-240-020, Communications/Communication Equipment	\$ 7,000.00
Line Item 5-240-420, Fire Marshal Expense	\$ 6,515.00

The following item will be moved to the Capital Plan:

Line Item 5-240-960, Gear – FF/EMT	\$ 12,000.00
Line Item 5-240-625, Alarm Maintenance will be adjusted for the following items:	
Fire Wells	\$ 2,000.00
Hose & Ladder Testing	\$ 4,000.00
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Total Reduction from proposed budget	\$ 44,115.00
Total Department Increase	\$ 55,000.00
Total Department Budget	\$ 177,000.00

B. FINALIZE BUDGET FOR PUBLIC HEARING

The Board reviewed the General Government Departmental Budgets; Principal and Interest, which change annually, and; the Capital Budget.

GENERAL GOVERNMENT

Department 126, Town Counsel and Department 230, Ambulance – Discussion ensued regarding the possibility of cutting the proposed budget requests for Departments 126 and/or 230 due to the pending litigation. Clerk Collins felt that both Departments should be evenly reduced to send a signal to both sides. Selectman Lyden reported that an unsuccessful mediation between the two parties to settle the litigation was held. He stated that the proposed budget is realistic and felt that it was their responsibility, as the town's Executive Board, to defend the town when they are sued. In addition, the town does have other lawsuits that must be defended against. First Selectman Chmielewski expressed his disappointment with the Board's discussion. He felt that they, until this point, have shown their strength, unity, and support of the lawsuit. The proposed budget should be approved, as presented, to provide the town with the necessary tools to defend the town and its staff. The staff has also been subject to incidents of bullying and sexual harassment by members of the Fire Company, some of which the Board has witnessed, that must be appropriately dealt with. Board Member Bourgeois stated that the Board supports the town, but is concerned with the financial burden the increase will have on its residents. If not fully funded, First Selectman Chmielewski warned that they would, most likely, return to the Board to request additional funds.

Department 710, Municipal Insurance – The Workers' Compensation and Liability will not be increased, reducing the proposed budget request by \$6,644.00.

CAPITAL BUDGET

The following item will be added to the Capital Budget, revising the Capital Budget total to \$1,086,302.00:

Gear – FF/EMT (Line Item 5-240-960)	\$ 12,000.00
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REVENUE

Department 91, General Property Taxes

Based on the current tax revenue of 97.6% collected and the current mil rate of 28.8, the following line item was increased to a collection rate of 98%:

Line Item 1010, General Property Taxes, Current Year \$ 13,094,691.00

The revised Department total is \$13,264,941.00.

Fund Balance (Board Member Bernier) – Following the passage of the FY2022/23 Budget and the setting of the mil rate, \$379,000 was allocated from the Supplemental Capital Fund. According to the most recent Treasurer's Report, the balance in the Supplemental Capital Fund remains the same. Board Member Bernier questioned whether the funds would be expended and, if not, if the funds would be available for the FY2023/24 Budget. He also questioned whether the Audited number should be utilized for any discrepancies that exist between the Audit number and the Balance Sheet. Selectman Lyden agreed that the Supplemental Capital Fund should be zero, adding that any additional revenue and unexpended funds should be deposited into the Unassigned Fund Balance.

BOARD OF EDUCATION

Clerk Collins reiterated his dismay with the following line items in the BOE's FY2023/24 proposed budget:

Non-Union Set Aside – The line item, he felt, was misleading and recommended the increases be included in the line items for the respective positions, for the sake of transparency. The positions appear to have no salary increases, as presented.

Curriculum Review and Development Stipend – The increased stipend from \$500.00 to \$10,000.00 to the Assistant Principal, he felt, was unjustified as the Curriculum should be shared with the East Lyme School District to ensure that the students are academically aligned when they attend the High School.

Minimum Balance Requirement (MBR) – A handout regarding the MBR was distributed. Based on how the MBR is calculated, the town would be allowed to reduce the BOE budget by up to \$117,000.00 without being penalized.

The BOE Budget, as presented, is not sustainable, especially with the expected additional ECS (Educational Cost Sharing) cuts totaling \$700,000.00 over the next seven (7) years. While understanding the changes in the administration and BOE Members, he cited their past practices. He recommended taking advantage of the opportunity to reduce the BOE budget by \$117,000.00, as is statutorily acceptable, due to the decreased number of students.

Board Member Griggs stated that Salem School is not able to regionalize its curriculum with East Lyme due to the added expenses. In addition, the need for a Curriculum Stipend

arose due to the lack of a written curriculum. After investigating the matter, the Superintendent concluded that the diminishing Grade 5 & 6 test scores, which were worse than those of other towns, were due to their lack of curriculum. As such, she expressed her opposition to cutting the Curriculum Stipend, stating that the School should be provided with the necessary tools to deal with and correct the issues and revise the curriculum, as necessary.

Board Member Bourgeois agreed with Clerk Collins, stating that the savings gained from the decreases for the East Lyme High School Program and Out of District Services cost were balanced by an increase for the Salem School (Pre-K through Grade 8). Similarly, any past savings were not returned to the town. Board Member Bernier also concurred, adding that while the BOE budget decreased by \$500,000.00 to \$600,000.00, the BOE has reallocated those savings and more within their budget. She questioned whether the BOE reviewed East Lyme's curriculum in FY2020/21 when they previously agreed to expend \$31,000.00 for new curriculum textbooks to align the two curricula. She also cited conflicting messages regarding the students' test scores. She expressed her understanding of Clerk Collins' concerns and noted that the same conversations are held each year. Board Member Bernier stated that the proposed budget is \$65,000.00 away from the MBR, with no exceptions or exemptions. He also reminded the Board that the details of the BOE Budget are not under their jurisdiction leading to a discussion regarding the total amount the Board would like to fund the BOE.

M/S/F: Bourgeois/Collins, to reduce the Board of Education (BOE) Budget by \$117,000.00 from the BOE proposed budget of \$11,392,501.00. Discussion: It was noted that an additional reduction of \$64,000.00, which would still be within the MBR, is possible. Board Member Bernier agreed with Board Member Bourgeois regarding the need to change the model to create a more sustainable budget. Board Member Bourgeois agreed with Clerk Collins, stating that this is the year to reduce the BOE Budget and continue to remain within the MBR.. Roll Call vote, 3-3, Motion Failed. Voting in Favor: Board Members Bourgeois, Collins, and Dickson. Voting in Opposition: Board Members Cadwell, Griggs, and Rucci.

M/S/F: Rucci/Griggs, to approve the appropriation of funds in the amount of \$11,327,158.00 for the FY2023/24 Board of Education (BOE) Budget. Discussion: Clerk Collins felt that the motion would not take advantage of their ability to reduce the BOE budget below the current amount for long-term fiscal benefits and reminded the Board that the higher number would be locked in going forward. Roll Call vote, 2-4, Motion Failed. Voting in Favor: Board Members Griggs and Rucci. Voting in Opposition: Board Members Bourgeois, Cadwell, Collins, and Dickson.

- M/S/C: Cadwell/Collins, to approve the appropriation of funds in the amount of \$11,304,501.00 for the FY2023/24 Board of Education (BOE) Budget. Discussion: None. Roll Call vote, 5-1, Motion carries. Voting in Favor: Board Members Bourgeois, Cadwell, Collins, Griggs, and Dickson. Voting in Opposition: Board Member Rucci.**
- M/S/C: Collins/Cadwell, to approve the appropriation of funds in the amount of \$8,060.00 for FY2023/24 Department #100 – Selectman. Discussion: None. Voice vote, 6-0, all in favor.**
- M/S/C: Collins/Cadwell, to approve the appropriation of funds in the amount of \$1,593,000.00 for FY2023/24 Department #105 – Salaries. Discussion: None. Voice vote, 6-0, all in favor.**
- M/S/C: Collins/Cadwell, to approve the appropriation of funds in the amount of \$4,503.00 for Department #110 – ZEO/Bldg. Official/Sanitarian. Discussion: None. Voice vote, 6-0, all in favor.**
- M/S/C: Collins/Cadwell, to approve the appropriation of funds in the amount of \$16,889.00 for Department #112 – Town Clerk. Discussion: None. Voice vote, 6-0, all in favor.**
- M/S/C: Collins/Cadwell, to approve the appropriation of funds in the amount of \$41,348.00 for Department #114 – Treasurer/Auditor/BOF. Discussion: None. Voice vote, 6-0, all in favor.**
- M/S/C: Collins/Cadwell, to approve the appropriation of funds in the amount of \$21,100.00 for Department #116 – Assessor. Discussion: None. Voice vote, 6-0, all in favor.**
- M/S/C: Collins/Cadwell, to approve the appropriation of funds in the amount of \$13,500.00 for Department #118 – Tax Collector. Discussion: None. Voice vote, 6-0, all in favor.**
- M/S/C: Collins/Cadwell, to approve the appropriation of funds in the amount of \$20,888.00 for Department #122 – Registrar. Discussion: None. Voice vote, 6-0, all in favor.**
- M/S/C: Collins/Cadwell, to approve the appropriation of funds in the amount of \$84,000.00 for Department #126 – Town Counsel. Discussion: None. Voice vote, 6-0, all in favor.**
- M/S/C: Collins/Cadwell, to approve the appropriation of funds in the amount of \$115,776.00 for Department #134 – Town Office Operation. Discussion: None. Voice vote, 6-0, all in favor.**

- M/S/C: Collins/Cadwell, to approve the appropriation of funds in the amount of \$69,364.00 for Department #135 – Municipal Bldg. Maintenance. Discussion: None. Voice vote, 6-0, all in favor.**
- M/S/C: Collins/Cadwell, to approve the appropriation of funds in the amount of \$518,000.00 for Department #138 – Employee Benefits. Discussion: None. Voice vote, 6-0, all in favor.**
- M/S/C: Collins/Cadwell, to approve the appropriation of funds in the amount of \$181,119.00 for Department #140 – Utilities. Discussion: None. Voice vote, 6-0, all in favor.**
- M/S/C: Collins/Cadwell, to approve the appropriation of funds in the amount of \$126,473.00 for Department #152 – Town Services. Discussion: None. Voice vote, 6-0, all in favor.**
- M/S/C: Collins/Cadwell, to approve the appropriation of funds in the amount of \$13,796.00 for Department #157 – Regional Services. Discussion: None. Voice vote, 6-0, all in favor.**
- M/S/C: Cadwell/Dickson, to approve the appropriation of funds in the amount of \$42,800.00 for Department #158 – Library. Discussion: None. Voice vote, 5-0-1. Voting in Favor: Board Members Bourgeois, Cadwell, Griggs, Rucci, and Dickson. Voting in Opposition: None. Voting in Abstention: Board Member Collins.**
- M/S/C: Collins/Cadwell, to approve the appropriation of funds in the amount of \$385,100.00 for Department #210 – Security. Discussion: None. Voice vote, 6-0, all in favor.**
- M/S/C: Collins/Cadwell, to approve the appropriation of funds in the amount of \$2,500.00 for Department #220 – Salem Fire Department. Discussion: None. Voice vote, 6-0, all in favor.**
- M/S/C: Collins/Cadwell, to approve the appropriation of funds in the amount of \$187,541.00 for Department #222 – Salem Fire Department. Discussion: None. Voice vote, 6-0, all in favor.**
- M/S/C: Collins/Cadwell, to approve the appropriation of funds in the amount of \$28,804.00 for Department #230 – Ambulance. Discussion: None. Voice vote, 6-0, all in favor.**
- M/S/C: Collins/Cadwell, to approve the appropriation of funds in the amount of \$177,000.00 for Department #240 – Public Safety. Discussion: None. Voice vote, 6-0, all in favor.**

- M/S/C: Collins/Cadwell, to approve the appropriation of funds in the amount of \$285,920.00 for Department #310 – Public Works. Discussion: None. Voice vote, 6-0, all in favor.**
- M/S/C: Collins/Cadwell, to approve the appropriation of funds in the amount of \$202,123.00 for Department #410 – Transfer Station. Discussion: None. Voice vote, 6-0, all in favor.**
- M/S/C: Collins/Cadwell, to approve the appropriation of funds in the amount of \$1,500.00 for Department #600 – Economic Development. Discussion: None. Voice vote, 6-0, all in favor.**
- M/S/C: Collins/Cadwell, to approve the appropriation of funds in the amount of \$3,600.00 for Department #610 – Inland Wetlands/Conservation Commission. Discussion: None. Voice vote, 6-0, all in favor.**
- M/S/C: Collins/Cadwell, to approve the appropriation of funds in the amount of \$25,600.00 for Department #630 – Planning and Zoning Commission. Discussion: None. Voice vote, 6-0, all in favor.**
- M/S/C: Collins/Cadwell, to approve the appropriation of funds in the amount of \$800.00 for Department #640 – Zoning Board of Appeals. Discussion: None. Voice vote, 6-0, all in favor.**
- M/S/C: Collins/Cadwell, to approve the appropriation of funds in the amount of \$48,472.00 for Department #645 – Recreation Commission. Discussion: None. Voice vote, 6-0, all in favor.**
- M/S/C: Collins/Cadwell, to approve the appropriation of funds in the amount of \$152,135.00 for Department #710 – Municipal Insurance. Discussion: None. Voice vote, 6-0, all in favor.**
- M/S/C: Collins/Cadwell, to approve the appropriation of funds in the amount of \$1,200.00 for Department #810 – Unanticipated Expenses. Discussion: None. Voice vote, 6-0, all in favor.**
- M/S/C: Collins/Cadwell, to approve the appropriation of funds in the amount of \$116,875.00 for Department #910 – Interest Payments. Discussion: None. Voice vote, 6-0, all in favor.**
- M/S/C: Collins/Cadwell, to approve the appropriation of funds in the amount of \$335,000.00 for Department #920 – Principal Payable. Discussion: None. Voice vote, 6-0, all in favor.**
- M/S/C: Collins/Cadwell, to approve the appropriation of funds in the amount of \$2.00 for Department #925 – Capital Reserve Account. Discussion: None. Voice vote, 6-0, all in favor.**

M/S/C: Collins/Cadwell, to approve the appropriation of funds in the amount of \$2.00 for Department #926 – Open Space Land Acquisition Fund.

Discussion: None. Voice vote, 6-0, all in favor.

M/S/C: Collins/Cadwell, to approve the appropriation of funds in the amount of \$1.00 for Department #935 – Revaluation. Discussion: None. Voice vote, 6-0, all in favor.

CAPITAL PLAN

M/S/C: Collins/Cadwell, to approve the appropriation of funds in the amount of \$1,086,302.00 for Capital Expenditures. Discussion: None. Voice vote, 6-0, all in favor.

REVENUE

M/S/C: Collins/Cadwell, to approve the appropriation of funds in the amount of \$13,264,941.00 for Department #91 – General Property Taxes. Discussion: None. Voice vote, 6-0, all in favor.

M/S/C: Collins/Cadwell, to approve the appropriation of funds in the amount of \$517,233.00 for Department #92 – State/Federal Grants. Discussion: None. Voice vote, 6-0, all in favor.

M/S/C: Collins/Cadwell, to approve the appropriation of funds in the amount of \$2,440,749.00 for Department #93 – State/Federal Grants for Education. Discussion: None. Voice vote, 6-0, all in favor.

M/S/C: Collins/Cadwell, to approve the appropriation of funds in the amount of \$179,500.00 for Department #94 – Licenses & Permits. Discussion: None. Voice vote, 6-0, all in favor.

M/S/C: Collins/Cadwell, to approve the appropriation of funds in the amount of \$26,250.00 for Department #95 – Charges for Current Services. Discussion: None. Voice vote, 6-0, all in favor.

M/S/C: Collins/Cadwell, to approve the appropriation of funds in the amount of \$20,000.00 for Department #96 – Revenue from Use of Town Money. Discussion: None. Voice vote, 6-0, all in favor.

M/S/C: Collins/Cadwell, to approve the appropriation of funds in the amount of \$28,000.00 for Department #97 – Miscellaneous Revenue. Discussion: None. Voice vote, 6-0, all in favor.

The Total Revenue Amount is \$16,476,673.00. The shortfall amount is \$738,921.00.

OLD BUSINESS: none

ADJOURNMENT

M/S/C: Collins/Rucci, to adjourn the meeting at 10:43 p.m. Discussion: None. Voice vote, 6-0, all in favor. Meeting adjourned.

Respectfully Submitted by:

Agnes T. Miyuki, Recording Secretary for the Town of Salem

**A VIDEO RECORD OF THE MEETING CAN BE FOUND ON THE TOWN'S
WEBSITE UNDER BOARDS & COMMISSIONS – BOARD OF FINANCE –
MEETING VIDEOS**