



**APPROPRIATIONS COMMITTEE**

**MEETING MINUTES**

63 Main Street

Selectmen’s Meeting Room

October 11, 2023

5:00 PM

**MEMBERS PRESENT:** Richard Nieber  
Janice Hight  
George Brenckle  
Scott Rogers  
Robert D’Amico

**MEMBERS ABSENT:** Tim Kaelin

**OTHERS PRESENT:** Michael Gallagher, Interim Town Administrator

**APPROVAL OF MINUTES – JUNE 27, 2023, MEETING**

Mr. Rogers moved the Committee vote to approve the June 27, 2023, meeting minutes; Ms. Hight seconded the motion; the roll call vote was taken as follows:

Rogers	“aye”	D’Amico	“aye”
Brenckle	“aye”	Nieber	“abstain”
Hight	“aye”		

**RESERVE FUND TRANSFERS**

- Request to Transfer \$8,300 from the Reserve Fund Account to the Building Department Salary Account for augmented hours for the Assistant Building Inspector

Ms. Hight moved the Committee vote to approve the request to transfer \$8,300 from the Reserve Fund Account to the Building Department Salary Account for augmented hours for the Assistant Building Inspector as presented in the Interim Town Administrator’s October 5, 2023 memo and the Building Inspector’s October 5, 2023 memo; pursuant to Massachusetts General Law Chapter 40, Section 6; Mr. Brenckle seconded the motion; the roll call vote was taken as follows:

Rogers	“aye”	D’Amico	“aye”
Brenckle	“aye”	Nieber	“aye”
Hight	“aye”		

- Request to transfer \$10,000 from the Reserve Fund Account to the Town Hall Postage Account for under-budgeted postage meter charges

After discussion, Mr. Brenckle moved the Committee vote to deny the request to transfer \$10,000 from the Reserve Fund Account to the Town Hall Postage Account for under-budgeted postage meter charges as requested by the Interim Town Administrator, adding that if the Town is unable to find funds within their own resources, they can come back to the Committee to make the request again; Mr. D’Amico seconded the motion; the roll call vote was taken as follows:

Rogers	“aye”	D’Amico	“aye”
Brenckle	“aye”	Nieber	“aye”
Hight	“aye”		

### **OTHER BUSINESS**

None.

### **ADJOURNMENT**

Ms. Hight moved the Committee vote to adjourn; Mr. Rogers seconded the motion; the roll call vote was taken as follows:

Rogers	“aye”	D’Amico	“aye”
Brenckle	“aye”	Nieber	“aye”
Hight	“aye”		

Meeting adjourned at 6:00 p.m.

Respectfully submitted,

Michael Gallagher  
Interim Town Administrator

### **Documents used during meeting:**

1. October 11, 2023, Meeting Agenda
2. June 27, 2023, Meeting Minutes
3. October 5, 2023, Memorandum from Interim Town Administrator
4. October 5, 2023, Memorandum from Building Inspector
5. Munis budget printout sheets for: Reserve Fund, Building Department and Town Hall Accounts

Link to recorded meeting online:

[Appropriations Committee Meeting – October 11, 2023](#)