

**BOARD OF SELECTMEN  
TOWN OF MADISON  
NOVEMBER 14, 2011  
MINUTES**

**Selectmen Present:** Chairman John Arruda, Michael Brooks, Josh Shackford.

**Others Present:** Town Administrator Melissa Arias; Deputy Town Administrator Sue Stacey.

**Where and When Posted:** Town Hall upper & lower bulletin boards and Madison & Silver Lake Post Offices on November 7, 2011.

**Meeting Called to Order:** By the Chairman at 7:30 a.m.

**APPROVAL OF MINUTES** – There were no minutes to approve during this special meeting.

**APPROVAL OF MANIFEST** – There was no Manifest to approve during this special meeting.

**2011 TAX RATE SETTING** – The Town’s representative at the Dept. of Revenue Admin., Michelle Clark, had previously forwarded Stacey the unofficial 2011 Approximate Tax Rate Template for the Selectmen to review. The Selectmen looked over the amount of anticipated Town revenue and unreserved fund balance retainages. Arruda compared the 2010 and 2011 tax rate templates saying Town revenues are down \$212,000 (2010=\$874,000 & 2011=\$662,000). Stacey said the revenue figure doesn’t include November or December’s anticipated motor vehicle fees so the group added another \$35,000 to the revenue line, bringing it to \$697,000. In addition to lower revenue, Arruda said Town expenses are up \$132,050 over 2010 revenues. These factors, along with the \$430,589 increase in the school’s expenses, will make it virtually impossible for the tax rate to stay level. Brooks said there was no savings recognized when the school bond was paid off because the cost of tuition increased substantially. Shackford favored using all but 5% of the unreserved fund balance to help lessen the blow. The other two Selectmen agreed. Brooks said the total 2012 proposed budget, including warrant articles, needs to be at or below the approved 2011 total budget. Stacey will forward the Selectmen’s comments to Clark for review and approval by her supervisor. The Selectmen will either sign the tax warrant at tomorrow evenings meeting or vote to sign it out-of-session as soon as prepared.

**PUBLIC COMMENTS** – There were no public comments.

**SIGNATURE ITEMS** – There were no signature items.

**ADJOURN: 8:10 AM** – Brooks made a **motion** to adjourn, seconded by Arruda, and so voted **3-0**.

**NEXT SELECTMEN’S MEETING** – The next Selectmen’s Meeting will be on Tuesday, November 15, 2011 at 5:30 p.m. The Selectmen have posted a non-public meeting on November 15, 2011 at 7:30 a.m. to meet with Department Heads to review Employee Performance Evaluations for 2011.

Respectfully submitted,

Melissa S. Arias, Town Administrator  
Recording Secretary