

BUDGET COMMITTEE MINUTES

November 29, 2018

Members Present: Carl Hagstrom, Winston Wright, Martin Nolan, Ben Thomas, Virginia Doerpholz, Debbie Favreau, and Selectman's Representative, Nancy Carney

Members Absent: Andrew Wood & Kathy Stark

Mr. Hagstrom called the meeting to order at 7pm.

Minutes: Mr. Nolan made a motion to accept the minutes with a second by Ms. Doerpholz. All members voted in favor.

Mr. Hagstrom had the members review the budget for the Supervisors of the Checklist. Ms. Favreau shared that the total was less due to less elections.

The committee then moved on to review the budget for the Tax Collector. Ms. Favreau stated there was an increase in salaries due to the 3% cost of living raise, which goes into effect in April. Mr. Nolan asked if Line 341 telephone should be decreased, for which Ms. Favreau stated that it should not because \$544.00 has already been expended to date. Mr. Hagstrom asked about Line 440 rentals. Ms. Favreau indicated they were for the copier, postage, and the P.O. Box fee.

Next, Mr. Hagstrom asked the members to review the budget for the Town Clerk and the Conservation Commission.

Once the budgets had all been looked over, Mr. Hagstrom called upon Jane Wright to present the budget for the Supervisors of the Checklist. Ms. Wright stated there will only be one town election and one special election if needed. The total was down \$921.00.

With no further questions, Ms. Wright then presented the budget for the Tax Collector. Mr. Nolan inquired about the number of hours needed. Ms. Wright responded that she works 11 hours per week and the deputy works 5 hours per week. He also asked why so much was spent in Line 630 Equip Maintenance/Repair. She responded that there were some major computer issues this past year. All in all, the total was up \$1007.00 mainly due to the 3% COLA.

The Town Clerk, Heidi Wood, was then called to present her budget. She stated that Line 120 PT Salary was down because the new deputy works 10 hours per week and that includes her step increase. Line 130 Elected Officials was up due to a 3% COLA increase. She also stated Line

430 Repairs/Maintenance was up due to the purchase of an additional voting machine. This will be a back-up machine.

The Conservation Commission was next and Barbara Green presented the budget. She stated that Line 120 PT Salary was up because they now utilize the Land Use Assistant, Laurie Hayward. When Jeanne Sable resigned, Ms. Hayward took over and she has more experience and is at a higher pay grade. Ms. Favreau then asked about Line 710 Land Capital Outlay. It was discovered that it was a typo and the correct figure should be \$10,000.00 instead of \$1000.00 making the total requested \$14,436.00.

Ms. Favreau commented on a schedule change. The next meeting will consist of budgets for the Fire, Ambulance, Emergency Management, & the Cemetery Commission and the Police and Animal Control will be moved to the following week.

With nothing further to discuss, the meeting was adjourned at 7:45 pm.

Submitted by,

Marion Wheeler