

APPROVED

Budget Committee Meeting Minutes June 16, 2014

Present:

Dave Carr, Paul Manganiello, Carol Huber, William Cote, Barbara Greenwood, Don Milbrand, Kevin MacCaffrie, Tom Keegan, and Ron Preble.

Absent: Kerrin Rounds, Ashley Dolloff, Ernie Richards, and Shaun Lagueux.

Others Present:

Michael Capone- Town Administrator

Call to Order:

Committee Vice- Chair Paul Manganiello called the meeting to order at 7:02pm.

Review of Minutes:

Paul Manganiello asked the members to review the minutes from April 14, 2014. Carol Huber made a motion to accept the minutes as written, seconded by William Cote. Motion passed with all in favor with three abstentions by Kevin MacCaffrie, Tom Keegan, and Ron Preble.

Correspondence: None

Old Business:

- Kerrin Rounds and Paul Manganiello are scheduled to meet with the Select Board on June 26th. They will discuss a more stream lined approach to the budget process.
- Paul Manganiello researched other town's budget committee by-laws. The town of Brentwood had a complete by-laws section. He recommends that the committee look at that site. Paul will send a PDF file of the Brentwood by-laws to the committee members to look at.
- Ron Preble made a motion to wait until there is a full budget committee board to create a sub-committee on by-laws, seconded by William Cote.

Vote: 9 in favor 0 Opposed. Motion Passes.

New Business:

Revenues and Expense Reports:

- Kevin MacCaffrie commented that expenses look to be on track.
- Paul Manganiello asked about the Outside Detail line and that money budgeted in that line is completed. Administrator Capone commented that DRA is less concerned if the line is over if it has revenue offset. Public Service work accelerated the money spent in this line.
- Carol Huber commented that Franklin Dispatch in the Police Department budget is already at 94%. Administrator Capone explained that this is a one-time payment and it is already been paid. The expense is \$3,000 less than budgeted.
- Administrator Capone commented that the Fire Department Dispatch is a one-time payment also.

- Carol Huber commented that the Police Department Overtime line is almost over the budgeted amount. Administrator Capone explained that it is a challenge to properly fund this line. Chief Lewis can ask the Select Board to find money somewhere else in the budget to help fund the Overtime line.
- Carol Huber asked if police officers take cruisers home. Administrator Capone stated that only Chief Lewis takes a police vehicle home.
- Kevin MacCaffrie asked about the Yield Tax being over the budgeted revenue amount. Administrator Capone explained that this revenue came from signed contracts with owners for logging work. The tax is assessed on wood cut and is 10% of the value of the wood.
- Dave Carr commented that he had a good experience with the Police Department. He visited the department to ask what happens with cash collected from drug raids. Lieutenant Bean explained that the money generally does not amount to much and it can only be spent on items in support of drug enforcement.

Member Comments:

- Barbara Greenwood commented that the Kelley Park Playground build day went very well with lots of volunteers helping out. Administrator Capone commented that the town insurance provider walked through the playground and reported that all the equipment was up to code and that there were only a couple of little things that needed to be cleaned up. The depth of the wood chips next to the equipment needs to be kept at 12 inches. The Highway Department crew will rake the wood chips to keep them at the 12 inch level.
- Paul Manganiello asked about the work being done at the Old Town Hall. Administrator Capone commented that Mark Bucklin and the Highway Department are doing the initial drainage work there. More detailed estimates have been received and it looks like almost all of the work can be done with the funds from the first Town Meeting. Some other bids are coming in for the sill and roof work. Bids are due and will be opened on June 26th. An LCHIP grant proposal for \$30,000 for additional funds for renovations to the old town hall was submitted and the decision will be made in October or November. Adjacent property owners were notified about the work that is being done.
- Dave Carr asked if the Police Chief operates under a different wage contract than other employees. Administrator Capone explained that the Police Chief has an employment contract and he is given a set percentage increase to his wage each year.
- Ron Preble made a motion to not schedule a meeting in July, seconded by Barbara Greenwood.

Vote: 9 In Favor 0 Opposed. Motion Passes.

Administrator's Report: None

Adjournment:

Ron Preble made a motion to adjourn, seconded by Don Milbrand, passed with all in favor. The meeting was adjourned at 7:47 pm.

Respectfully submitted,
Wendy Costigan, Secretary