

APPROVED

Budget Committee
Meeting Minutes
November 17, 2014

Present:

Chair- Kerrin Rounds, Dave Carr, Paul Manganiello, Carol Huber, William Cote, Don Milbrand, Tom Keegan, Ron Preble, Ernie Richards.

Absent: Barbara Greenwood, Ashley Dolloff, Kevin McCaffrie, and Shaun Lagueux.

Others Present:

Michael Capone- Town Administrator

Call to Order:

Committee Chair Kerrin Rounds called the meeting to order at 7:02pm.

Review of Minutes:

Kerrin Rounds asked the committee to review the minutes from October 13, 2014. Carol Huber made a motion to accept the minutes as written, seconded by Ron Preble. The motion carried with all in favor and one abstention by Kerrin Rounds.

Correspondence: None

Old Business:

Ron Preble made a motion to accept the new By-Laws as presented, with some minor grammatical changes, seconded by Tom Keegan. The motion carried with all in favor. The By-Laws will be signed by the committee members.

New Business:

Kerrin Round updated the Budget schedule for the committee.

- December 1st and 8th the non-profit organizations will be presenting. An updated list of organizations and their requests will be sent to the committee.
- December 15th the Select Board will present their budget recommendations.
- January 5th is the first Deliberative session. Sections 4130 through 4211 will be covered.
- January 12th is the second Deliberative session. Sections 4220 through 4290 and 4327 through 4550 will be covered.
- January 19th is the third Deliberative session. Sections 4311 through 4324 and 4583 to the end of the budget will be covered.
- January 26th is the fourth Deliberative session. Warrant articles will be discussed. A wrap up and overall discussion will be the focus.
- February 2nd will be the first public hearing.
- February 4th will be the second public hearing if needed.
- Michael Capone will send the deliberative schedule to department heads.
- Carol Huber requested balance sheets from the non-profit organizations presenting.

Member Comments:

Dave Carr asked for a recap of the merit raise procedure. Mr. Carr asked the amount set aside for the raises, what the maximum raise could be, and if the raise is a one year deal or if it becomes part of the salary. Michael Capone replied that approximately \$36,000 was set aside for the merit raises, the maximum raise is 2.5 %, and that the raise will become part of the employee's salary.

Kerrin Rounds asked the committee for feedback from the November 8th joint Select Board/Budget Committee meeting with department heads. Ron Preble felt it could have been over earlier if there was no lunch break or that two Saturday mornings would have been better. Tom Keegan commented that it was good to have the Select Board there and hear their comments. Mr. Keegan said it was good to get the bigger departments out of the way and that it saves on meeting for several nights. William Cote would have liked to have seen the budgets sooner than they were received and that having the meeting a week later would have been helpful. Mr. Capone commented that there were some department heads that had a conflict with November 15th. Paul Manganiello commented that he was pleased with the interaction between the Budget Committee and the Select Board. Kerrin Rounds commented that it was good to hear the policy concerns and questions. Ernie Richards commented that even with an overall savings in health insurance, the bottom line still went up in some departments. Kerrin Rounds commented that there are still numbers that will be adjusted.

Select Board Comments: None

Administrator's Report: None

Adjournment:

Carol Huber made a motion to adjourn, seconded by William Cote, passed with all in favor. The meeting was adjourned at 7:19 pm.

Respectfully submitted,
Wendy Costigan, Secretary