

Budget Committee
Meeting Minutes
April 11, 2016

Present:

Vice-Chair- William Cote, Tom Keegan, John Sellers, Dave Carr, Ashley Dolloff, Kevin McCaffrie, Rob Glassett, Wayne Anderson, JP Morrison, and Scott Sanschargin.

Absent: Bob Emerson, Betsy Schneider, and Don Milbrand.

Others Present: Town Administrator Nik Coates.

Call to Order:

Committee Vice-Chair William Cote called the meeting to order at 7:00pm.

Review of Minutes:

William Cote asked the committee to review the minutes from February 1, 2016. Kevin McCaffrie made a motion to accept the minutes as written, seconded by Tom Keegan. The Committee voted 4-0-6 in favor of the motion. Tom Keegan made a motion to accept the minutes from February 2, 2016 as written, seconded by Kevin McCaffrie. The Committee voted 3-0-7 to accept the minutes. John Sellers made a motion to accept the minutes from February 22, 2016, seconded by Kevin McCaffrie. The Committee voted 3-0-7 in favor of the motion.

Correspondence:

William Cote received an email from Mr. Coates regarding some ideas for the upcoming budget season. Mr. Coates suggested keeping the Saturday meeting with the department heads. Mr. Sellers commented that only one person from the public attended. Mr. McCaffrie replied that the meeting is for the Select Board and Budget Committee to ask department heads questions and it is not a public hearing, but public should attend. Mr. Coates suggested an August meeting to start the process early. Mr. McCaffrie commented that not a lot is put in front of the Committee that early. Mr. Keegan suggested that the Committee can be divided up and visit department heads. Mr. Sellers asked to see revenues earlier in the process. Mr. Coates replied that bills go out in June so there will be a clearer picture after that. Mr. McCaffrie commented that the revenues are only projections and the Committee has last year's revenues to look at. Mr. Coates reminded the Committee that the revenues are on the MS 737.

New Business: Election of Chair and Vice-Chair:

Tom Keegan made a motion to nominate Don Milbrand as Chair, seconded by Scott Sanschargin. 4 Committee members voted for Don Milbrand. Kevin McCaffrie made a motion to nominate William Cote as Chair, seconded by Dave Carr. 5 committee members voted for William Cote. William is Chair of the Budget Committee. Tom Keegan made a motion to nominate Don Milbrand as Vice-Chair, seconded by Kevin McCaffrie. The Committee voted 10-0 in favor of the motion. Don Milbrand is the Vice-Chair of the Budget Committee.

2016-2017 Schedule:

Mr. Sellers asked about starting the meetings earlier than 7:00pm. William Cote asked the members their preferences. The meeting time will remain at 7:00pm.

Old Business:

Mr. Sellers commented that the police detail revolving fund report was requested and asked if the whole Committee received it. Mr. Coates replied that it was emailed out to the whole Committee. Mr. Sellers commented that he doesn't see how it was tied out. Mr. McCaffrie replied that the outtake and intake was sent in the report and what is currently left in the fund. Mr. Sellers requested to see the number of hours billed out. Mr. McCaffrie commented that it doesn't seem to be in the purview of the Committee. Mr. Coates replied that he can ask the Police Chief for details. Mr. Cote asked for clarification of the process of getting requested information. Mr. Coates replied that the Committee members should go to the Town Administrator first before speaking to the department head.

Member Comments:

William Cote commented that the Committee members can visit with department heads to tour the facilities. Kevin McCaffrie commented that this is a good idea for new members.

Select Board Comments:

Administrator's Report:

Mr. Coates informed the Committee that new expense reports were handed out. Mr. Sellers asked if anything was standing out. Mr. Coates replied that they are hitting the numbers. The town is working with a landowner and due to the escrow process the Highway department may look overspent but the revenue will be reported.

Adjournment:

John Sellers made a motion to adjourn, seconded by Tom Keegan, passed with all in favor. The meeting was adjourned at 7:37 pm.

Respectfully submitted,
Wendy Costigan, Secretary