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DRAFT
Budget Committee Minutes
Town of Sandown, NH

Meeting Date: Wednesday July 13, 2011

Type of Meeting: Public

Method of Notification: Public posting – Town Hall & Post Office

Meeting Location: Town Hall, Second Floor

Members Present: Bruce Cleveland, Selectperson Copp (*Selectman Ex-Officio*), Cathy Gorman, Dawn Nicolaisen and Mindy Salomone-Abood

Members Not Present: Ralph Millard, Robert Millard
(Sue Reynolds, Recording Secretary)

Members Late to Arrive: None

Meeting was called to order by Chair Mindy Salomone-Abood at 6:35 PM.

Members were given a moment to go over minutes from June 8, 2011.

Motion by: Selectperson Copp to accept the June 8, 2011 minutes as written.

Seconded by: Bruce Cleveland.

In favor: Bruce Cleveland, Selectperson Copp, Cathy Gorman, Dawn Nicolaisen and Mindy Salomone-Abood

Motion passes unanimously.

Members were presented with a copy of a letter received from the Sandown Recreation Commission inviting members to tour facilities and requesting a budget review date later in the year. Members were interested in touring the facilities; Mindy Salomone-Abood will contact Deb Brown to schedule this. When Mindy contacts Deb the budget review date will also be discussed to find out if the date scheduled is late enough in the year for the Recreation Commission.

31

32 Mindy Salomone-Aboud asked members what they would like to set as goals for the
33 upcoming year.

34

35 Bruce Cleveland would like to see level funding and funds spent efficiently, however,
36 also realizing that it would be hard with possibly increase in salaries. Selectperson Copp
37 said that level funding would be difficult considering State regulations that will be
38 requiring towns to contribute more to the State retirement system, if level funded
39 departments will have to decrease their budget elsewhere. Selectperson Copp went on to
40 say that the committee has a responsibility to the townspeople who elected them by
41 keeping the budget in line while also providing the departments with enough funds to
42 keep the town running.

43

44 Questions were raised about giving employees raises or not giving them raises which lead
45 into discussion of what would happen if the Selectman voted to put in raises and the
46 committee did not. Any increase in pay would also increase items such as retirement and
47 Federal contributions which townspeople pay for, due to the fact that those items are
48 based on percentages of employees pay. Selectperson Copp said that if the Selectman
49 vote to put raises through and the committee vote not to then we could take the money
50 allocated for raises out of their budgets.

51

52 Dawn Nicolaisen asked if the raises that were given out last year were tied to
53 performance and if everyone received the “up to 2%” increase voted by the Selectman.
54 Selectperson Copp said that there is nothing in place as far as performance evaluation that
55 it is left up to the Department head and that all but one employee received the full 2%
56 increase. Having no performance measures was a concern of the committee.

57

58 Discussion took place in regards to healthcare contributions, especially after recent
59 comments by a Department head at a Selectman’s meeting. Questions were asked in
60 reference to when the rates and costs for the healthcare were determined and if the town
61 sought out bids from different vendors. Selectperson Copp answered all questions posed,

62 and went on to state that the healthcare was chosen by the Select board and that if the
63 Budget Committee had concerns regarding the rate or contributions that our best option
64 would be to write a letter regarding the committees recommendation.

65

66 A brief discussion in regards to the School budget and how that was actually a larger
67 portion of our taxes.

68

69 **Motion by:** Mindy Salomone-Abood to not give raises to town employees for the 2012
70 budget year.

71 **Seconded by:** Cathy Gorman

72 Much discussion took place in regards to this motion and what it would do to morale.
73 Second was rescinded by Cathy Gorman and Mindy Salomone-Abood rescinded her
74 motion.

75

76 **Motion by:** Bruce Cleveland to level fund departments for the 2012 budget year.

77 **Seconded by:** Mindy Salomone-Abood.

78 Discussion took place in regards to how this would affect Departments and what they
79 would have to do to keep budgets where they are this year.

80 **In favor:** Bruce Cleveland, Cathy Gorman and Mindy Salomone-Abood

81 **Opposed:** Selectperson Copp and Dawn Nicolaisen

82 **Motion passes (3-2-0)**

83 *(Originally thought the motion did not pass but Selectperson Brenda Copp made some*
84 *phone calls and it was said that we needed a majority of the members who were in*
85 *attendance, not the majority of the total members).*

86

87 Members were handed a "Budget Worksheet Summary" packet. Mindy Salomone-
88 Abood explained what it was about and believes that if we had the Departments Heads
89 and Committee Chairs fill out the worksheet and hand it in with their budgets that it
90 would help the Budget Committee in evaluating the Department budget request.

91

92 **Motion by:** Cathy Gorman to accept the packet and require Department Heads and
93 Committees to fill it in and pass it in with their budget requests.

94 **Seconded by:** Mindy Salomone-Abood.

95 **In favor:** Bruce Cleveland, Cathy Gorman, Dawn Nicolaisen and Mindy Salomone-
96 Abood

97 **Opposed:** None

98 **Abstain:** Selectperson Copp

99 **Motion passes (4-0-1)**

100

101 Dawn Nicolaisen asked Selectperson Copp why she would abstain from a vote like that.
102 Selectperson Copp said that her responsibilities is to bring the view of the Selectman to
103 the committee as well as bring the committee's view to the Selectman and this is
104 something that the Selectman would not have a view on as of yet.

105

106 **Motion by:** Mindy Salomone-Abood to have the Finance Director or Departments add a
107 column to their budget request spreadsheets that would be for comments.

108 **Seconded by:** Dawn Nicolaisen.

109 **In favor:** Bruce Cleveland, Selectperson Copp, Cathy Gorman, Dawn Nicolaisen and
110 Mindy Salomone-Abood

111 **Motion passes unanimously**

112

113 Committee members decided to come up with a letter that will go to
114 Department/Committee heads explaining the goals of the Budget committee and what the
115 Committee would require for the 2012 budget.

116

117 **Motion by:** Mindy Salomone-Abood to send the letter drafted by the committee along
118 with schedule and paperwork to Department Heads and Committee chairs.

119 **Seconded by:** Bruce Cleveland.

120 **In favor:** Bruce Cleveland, Cathy Gorman, Dawn Nicolaisen and Mindy Salomone-
121 Abood

122 **Opposed:** None

123 **Abstain:** Selectperson Copp

124 **Motion passes (4-0-1)**

125

126 Committee members also decided that they would be interested in taking a tour of the
127 Highway Facility. Mindy will work on getting in contact with the Department head to
128 make this happen.

129

130 **Motion by** Bruce Cleveland to adjourn.

131 **Seconded by** Cathy Gorman.

132

133 Meeting adjourned at 8:40 PM.

134

135 Respectfully submitted,

136 Mindy Salomone-Abood