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DRAFT
Budget Committee Minutes
Town of Sandown, NH

Meeting Date: Wednesday, December 14, 2011

Type of Meeting: Public

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

Meeting Location: Town Hall, Second Floor

Members Present: Bruce Cleveland, Selectwoman Copp (*Selectman Ex-Officio*), Dawn Nicolaisen, Mindy Salomone-Abood, Ralph Millard, Robert Millard and Cathy Gorman
Recording Secretary: Sue Reynolds

Meeting was called to order by Chair Mindy Salomone-Abood at 6:30 PM.

Mindy Salomone-Abood asked the Committee to review the minutes of Wednesday, December 7, 2011.

Motion by Selectwoman Copp to accept the minutes of Wednesday, December 7, 2011 as written.

Seconded by Bruce Cleveland.

In Favor Mindy Salomone-Abood, Bruce Cleveland, Dawn Nicolaisen, Ralph Millard, Robert Millard, Selectwoman Copp and Cathy Gorman.

Motion passes unanimously

Motion by Mindy Salomone-Abood to put the Benefits Account budget 4155.0 on the table for discussion.

Seconded by Selectwoman Copp.

This budget is being presented by the Finance Director, Darlene Ford.
Bruce Cleveland asked about the stipend amounts being removed and Darlene explained that the stipends don't have to be paid through payroll, which is why she removed them.

31 In regards to the Health Insurance Ralph Millard said there will be a warrant article
32 submitted in regards to the amount of the employee contribution.

33 **Motion by** Mindy Salomone-Abood to change the FICA line to \$47,918.40.

34 There was no second on this motion.

35 Dawn Nicolaisen asked if the amount is being changed due to the adjustments that have
36 been made in the payroll throughout the budget season and Mindy said yes.

37 Cathy Gorman asked if this would automatically be changed according to the final
38 decision on the salary increases and Mindy said no, it is up to the Budget Committee to
39 change the amounts within the budgets.

40 **Motion by** Robert Millard to change the FICA line \$47,918.40.

41 **Seconded by** Mindy Salomone-Abood.

42 **In Favor**, Mindy Salomone-Abood, Robert Millard, Ralph Millard, Cathy Gorman.

43 **Opposed**, Dawn Nicolaisen, Bruce Cleveland, Selectwoman copp.

44 **Motion passes 4-3-0**

45

46 Robert Millard asked in regards to Health Insurance if this amount is with the employee
47 contribution and Selectwoman Copp says yes, it is at 10%. Cathy Gorman asks if
48 anything can be done with the amounts of the non union employees paying 10% and
49 union employees paying 4% and the answer is nothing can be done with this at this time.
50 Mindy Salomone-Abood said this is based on the union contract. For the Medicare line,
51 Mindy said this is based on the payroll adjustments that have been made so far this
52 budget year.

53 **Motion by** Robert Millard to reduce the Medicare line to \$16,958.31.

54 **Seconded by** Mindy Salomone-Abood.

55 **In Favor**, Mindy Salomone-Abood, Robert Millard, Ralph Millard, Cathy Gorman.

56 **Opposed**, Dawn Nicolaisen, Bruce Cleveland, Selectwoman copp.

57 **Motion passes 4-3-0**

58

59 Mindy Salomone-Abood asked Darlene to explain the notes in the Retirement amounts
60 for the employees and Darlene explained that the rates for the employees reduced from
61 9.16 and 11.09 % to 8.8%. For the Fire Department the rates increased from 18.52 and

62 20.08 to 22.89% and for the Police Department the rates also increased from 14.63 and
63 25.57 to 19.95%.

64 **Motion by** Robert Millard to reduce the Retirement Employees line to \$36,420.02.

65 **Seconded by** Mindy Salomone-Abood.

66 **In Favor**, Mindy Salomone-Abood, Robert Millard, Ralph Millard, Cathy Gorman.

67 **Opposed**, Dawn Nicolaisen, Bruce Cleveland, Selectwoman copp.

68 **Motion passes 4-3-0**

69

70 Bruce Cleveland asked if these amounts were in addition to their pay and put into a
71 retirement account for them individually and Darlene said it is put into the NH
72 Retirement System.

73

74 Motion by Mindy Salomone-Abood to recommend the Benefits Account budget with
75 Gross Expenses of \$354,969.03, Revenue of \$0.00 and Net Expenses of \$354,969.03
76 pending further review.

77 Seconded by Robert Millard.

78 **In Favor**, Mindy Salomone-Abood, Robert Millard, Ralph Millard, Cathy Gorman,

79 Bruce Cleveland

80 **Opposed**, Dawn Nicolaisen, Selectwoman copp.

81 **Motion passes 5-2-0**

82

83 **Motion by Mindy Salomone-Abood to put the Community Assistance Account budget**
84 **4445.0 on the table for discussion.**

85 **Seconded by Bruce Cleveland**

86 Mindy said that Lynne is unavailable this evening but she feels that she and Selectwoman
87 Copp can answer any questions asked. Mindy states that the budget is the same as last
88 year as there are no increases or decreases in this budget. There were no questions on
89 this budget from the Committee.

90 **Motion by** Selectwoman Copp to accept the Community Assistance Account budget with
91 Gross Expenses of \$14,151.00, Revenue of \$500.00 and Net Expenses of \$13,651.00
92 pending further review.

93 **Seconded by** Robert Millard.

94 Bruce Cleveland asked where the revenue comes from and Selectwoman Copp said it is
95 from repayment of monies given out.

96 **In Favor**, Mindy Salomone-Abood, Robert Millard, Ralph Millard, Cathy Gorman,
97 Bruce Cleveland, Dawn Nicolaisen, Selectwoman copp.

98 **Motion passes unanimously**

99

100 **Motion by Mindy Salomone-Abood to put the Health and Human Services Account**
101 **budget 4415.0 on the table for discussion.**

102 **Seconded by Bruce Cleveland.**

103 **Motion by** Mindy Salomone-Abood to reduce the Child & Family Services line to
104 \$600.00 as that is what they requested this year.

105 **Seconded by** Robert Millard.

106 **In Favor**, Mindy Salomone-Abood, Robert Millard, Ralph Millard, Cathy Gorman,
107 Bruce Cleveland, Dawn Nicolaisen, Selectwoman copp.

108 **Motion passes unanimously**

109

110 Dawn Nicolaisen asked if these amounts are requests for the services and asked if they
111 are donations or does the Town have to give what is requested. Selectwoman Copp said
112 most of them send paperwork supporting the requests. Mindy Salomone-Abood said yes,
113 the amount doesn't have to be what they ask for. In regards to the American Red Cross
114 line Mindy asked Selectwoman Copp to explain why the BOS recommended a different
115 amount than what was asked for. Selectoman Copp explained that Child Family Services
116 and the Red Cross Organizations didn't send an explanation in regards to the amount of
117 money they were requesting. She said the Red Cross based their request on .45 per
118 resident and they figured there were 6,000 residents in town. Selectwoman Copp the
119 motion was made by the BOS to reduce the amount to \$2,700.00, which was between the
120 original motion of reducing it to \$2,300 and the amount the supplied per family which is
121 \$1,300.00. There were two families in need this year in Town so the BOS agreed on an
122 amount of \$2,700.00. Mindy Salomone-Abood said she has never seen a request in
123 previous years in regards to the calculation per resident.

124 **Motion by** Mindy Salomone-Abood to reduce the American Red Cross line \$2,300.00.

125 **Seconded by** Selectwoman Copp.

126 **In Favor**, Mindy Salomone-Abood, Robert Millard, Ralph Millard, Cathy Gorman,
127 Bruce Cleveland, Dawn Nicolaisen, Selectwoman copp.

128 **Motion passes unanimously**

129

130 **Motion by** Mindy Salomone-Abood to accept the Health & Human Services Account
131 budget with Gross Expenses of \$23,146.00, Revenue of \$0.00 and Net Expenses of
132 \$23,146.00 pending further review.

133 **Seconded by** Selectwoman Copp.

134 **In Favor**, Mindy Salomone-Abood, Robert Millard, Ralph Millard, Cathy Gorman,
135 Bruce Cleveland, Dawn Nicolaisen, Selectwoman copp.

136 **Motion passes unanimously**

137

138 Mindy Salomone-Abood asked if any Committee members had anything else to discuss
139 and Ralph Millard stated that last week he mentioned that there were a few accounts that
140 he felt the salary lines should be separated out from department heads and employees.
141 Selectwoman Copp asked him to bring in the list and she would look into it. Ralph has
142 the list this evening and the departments he is concerned about are the Police Budget and
143 Selectwoman Copp explained that the salaries are all broken out at the bottom of the
144 worksheet with a total salary line in the budget. Ralph is concerned that he can't separate
145 the salary increases if he feels one employee deserves more than the other. Selectwoman
146 Copp again explained that there is a breakdown at the end of the budget worksheet that
147 shows all of the individual salaries and it is up to the committee member to change the
148 amount there if they don't agree with the salary amount. Another budget of concern to
149 Ralph is the Highway Department. Selectwoman Copp asked Ralph Millard if he doesn't
150 know what their job title is how can he make an educated decision as to how much of a
151 salary increase they receive. Ralph stated he knows what they are supposed to do, he said
152 a title doesn't mean anything. Selectwoman Copp said the same thing can be done for
153 each line in the budget. It is up to the Committee member to recommend an amount he
154 or she feels should be changed. The Library account was another budget that concerned

155 Ralph and Selectwoman Copp said that is a bottom line budget and the only thing that
156 can be changed is the bottom line.

157

158 Robert Millard asked for confirmation of the three budgets that were passed with salary
159 increases left in and asked if they were the Code Enforcement, Police Department and
160 he's not sure of the third budget. Selectwoman Copp also said there was the ZBA budget
161 with the recording secretary salary increase left in and also the Health Officer budget.

162

163 Dawn Nicolaisen made a statement saying that it is not the Budget Committee's job to
164 pick and choose who is entitled to a salary increase. Selectwoman Copp agrees with
165 Dawn and used her previous statement as an example as she was explaining to Ralph
166 Millard that if he felt an employee doesn't deserve a raise then it is up to him to figure
167 out the amount to be removed from the budget. But Selectwoman Copp strongly feels
168 that it is not the Budget Committee's responsibility to decide who receives salary
169 increases and who doesn't. That is up to the department heads and the BOS.

170

171 Robert Millard asks about the 3 police officers that received the salary increase and
172 Selectwoman Copp recommended that Robert look at the original budgets submitted.

173

174 Again, Selectwoman Copp wanted to be clear on her previous statement so there is no
175 misunderstanding. She does not believe that it is in the Budget Committee's realm of
176 responsibility to determine who should receive salary increases and who shouldn't. She
177 said Committee members do not have the knowledge to determine this.

178

179 Mindy Salomone-Abood said she checked with the office and they are all set in regards
180 to the Public Hearing date and snow date. She said the Public Hearing date is scheduled
181 for Friday, January 13th at 7pm.

182

183 Selectwoman Copp asked if she can explain the process of that evening to the new
184 Committee members. She said the Committee members take turns making motions on
185 the budgets as it is usually one motion after another. She said the budgets are not

186 reviewed line by line again. The budget is put on the table to discuss and if there is a
187 question on the budget or if a line is in need of a change then a motion is made for that
188 and the budget is voted on. She said this needs to be a fairly quick process as there are a
189 lot of budgets to review that evening. In regards to the warrant articles she said the
190 Budget Committee will put their recommendations on them by a roll call vote. Cathy
191 Gorman asked if the Budget Committee will receive the warrant articles prior to the
192 meeting and Selectwoman Copp said yes, most of them will be ready to review ahead of
193 time. Mindy Salomone-Abood said once the budgets are ready, she will email the
194 Committee to let them know that the budgets are in the office and ready to be picked up.
195

196 Selectwoman Copp thanks the Committee members for their time serving on the Board.
197

198 Mindy Salomone-Abood wished everyone a Merry Christmas as Happy New Year.
199

200 Meeting adjourned at 7:15

201

202 Respectfully submitted,

203 Sue Reynolds