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DRAFT
Budget Committee Minutes
Town of Sandown, NH

Meeting Date: Wednesday, November 28, 2012

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*), Jon Goldman, Lauren Cairns, Dawn Nicolaisen, Bill Carter

Not Present: Cathy Gorman

Recording Secretary: Sue Reynolds

Meeting was called to order by Bruce Cleveland at 6:30 PM.

Bruce Cleveland asked the Committee to review the minutes of Wednesday, November 14, 2012. **Motion by** Brenda Copp to accept the minutes of Wednesday, November 14, 2012 as written.

Seconded by Dawn Nicolaisen.

In Favor, Dawn Nicolaisen, Bruce Cleveland, Lauren Cairns, Brenda Copp, Jon Goldman, Bill Carter

Motion passes unanimously

Brenda Copp passed out a budget sheet for the Committee to review. She explained that it is the approved budget for 2012 vs. the 2013 proposed budget with the percentages either up or down. She said they are 18.43% below last year's budget, but there are still 8 budgets to come before the Budget Committee and with those estimated she feels like there may be a 3% increase in the overall budget from 2012 to 2013. Again she says this is just an estimate.

31 Brenda Copp also stated the BOS asked the Building Inspector to call local towns to see
32 what they are charging for permit fees to see if the Town of Sandown is comparable.
33 Brenda stated that the Town of Sandown is right in line with the Plumbing Inspection
34 fees, but for the Building Inspection fees and the Electrical Inspection fees they may need
35 to be adjusted. She said the Budget Committee may end up revisiting these accounts at
36 the final meeting and changes may need to be made. Bruce Cleveland asked for the
37 changes ahead of time so the Committee has a chance to review them ahead of time.
38 Brenda Copp also stated that the Finance Director's budget has changed as there was no
39 salary increase allowed when it was reviewed by the Budget Committee.

40

41 The Budget Committee discussed final meeting dates again and decided that the final
42 meeting will be on January 11th with possible continuation to January 15th.

43

44 Bill Carter stated feels that the final meeting should be called the Public Hearing and the
45 public and Department Heads should be invited to attend. Bill also feels that all budgets
46 should be in their final state prior to January 11th and the final form should be signed that
47 night. Bruce Cleveland said he has changed the name to the Public Hearing. Brenda
48 Copp said there is no way the paperwork can be prepared and signed that evening
49 because if an amount is changed that night the paperwork would be incorrect.

50

51 There was a short recess.

52

53 ***Motion by Bruce Cleveland to put the Fire Account budget 4220.0 on the table for***
54 ***discussion.***

55 ***Seconded by Brenda Copp***

56 This budget is being presented by Chief Tapley and Lt. Dennis Giangregorio. Jon
57 Goldman stated that he has nothing to do with preparing the budget for the Fire
58 Department and said he will remain on the Budget Committee for this budget but he will
59 re-cruise himself from the Budget Committee for the Rescue Account. Bruce Cleveland
60 asked what the Mutual Aid is for and Chief Tapley said it is for the SENH Hazardous
61 Mutual Aid and it is an insurance policy. Bruce asked what the Fire Prevention is used

62 for and Chief Tapley said it is for the materials provided to the schools, fire extinguisher
63 training, etc. Brenda Copp said that she is uncomfortable with the Repair & Maintenance
64 line as she feels there is no money in the line if something breaks unexpectedly. She
65 would like to an additional \$2,500.00 put into that line as the trucks are getting old and
66 there are always unknowns that come up. She explains that if the money is not used it
67 will go back into the General Fund at the end of the year. Chief Tapley stated that last
68 year he had to cancel a training session because he had to use the training money for an
69 unexpected repair on a truck. Brenda Copp said she doesn't want to see that happen
70 again.

71 **Motion by** Brenda Copp to increase the Vehicle Maintenance/Repair line by \$2,500.00 to
72 \$14,000.00.

73 **Seconded by** Jon Goldman.

74 Jon Goldman stated that at the BOS meeting, Brenda Copp asked the same question
75 about increasing the line and Chief Tapley said that it was not necessary. He wanted to
76 be sure this is not Chief Taley asking for the extra money. Chief Tapley said he spoke to
77 the other officers about increasing the amount and the consensus was they did need the
78 extra money but they also wanted the budget to pass, which is why they didn't increase it.
79 Bill Carter and Dawn Nicolaisen are concerned that the BOS were not notified that the
80 training was being cancelled. Brenda said that Chief Tapley always prepares a very
81 responsible budget and he doesn't vary from the budget that he presents.

82 **In Favor,** Dawn Nicolaisen, Bruce Cleveland, Lauren Cairns, Brenda Copp, Jon
83 Goldman, Bill Carter

84 **Motion passes unanimously**

85

86 Dawn Nicolaisen said that if the extra money goes into the General Fund why can't the
87 BOS approve more to be used. Brenda Copp said the budgets are so tight there is not
88 much extra money to find.

89 Bruce Cleveland asked about the Capital Improvement Purchases and Chief Tapley said
90 he will be putting forward a warrant article for a Capital Reserve Fund to start a fund for
91 a replacement vehicle.

92 **Motion by** Brenda Copp to accept the Fire Account with Gross Expenses of \$136,423.60,
93 Revenue of \$100.00 and Net Expenses of \$136,323.60 pending further review.

94 **Seconded by** Bruce Cleveland.

95 **In Favor,** Dawn Nicolaisen, Bruce Cleveland, Lauren Cairns, Brenda Copp, Jon
96 Goldman, Bill Carter

97 **Motion passes unanimously**

98

99

100 Jon Goldman re-cruised himself from the Budget Committee to present the Rescue
101 Account budget.

102

103 **Motion by Bruce Cleveland to put the Rescue Account budget 4215.0 on the table for**
104 **discussion.**

105 **Seconded by Brenda Copp.**

106 This budget is being presented by Jon Goldman, Chief Tapley and Lt. Dennis
107 Giangregorio. Jon Goldman asked that the Budget Committee look at the BOS figures
108 and not the 2013 requested numbers as they had to increase some lines. He said the
109 Training line was increased due to a State mandated training. Bruce Cleveland asked
110 why the New Equipment line has such a big increase. Jon Goldman explained that last
111 year the department was going to purchase new jackets but half way through the year the
112 State came out with a chance to a piece of equipment that needed to be added to the
113 ambulance. This was purchased instead of using the money for the jackets as planned.
114 The other thing they need is a mounting bracket for the new equipment added to the
115 ambulance and the other piece of equipment are flotation devices for the basket and they
116 would also like to purchase a refurbished defibrillator for \$9,000.00 instead of a new one
117 at the cost of \$24,000.00.

118 **Motion by** Brenda Copp to increase the New Equipment line to \$10,050.00.

119 **Seconded by** Bruce Cleveland.

120 **In Favor,** Dawn Nicolaisen, Bruce Cleveland, Lauren Cairns, Brenda Copp, Jon
121 Goldman, Bill Carter

122 **Motion passes unanimously**

123 **Motion by** Brenda Copp to increase the Training line to \$4,500.00.

124 **Seconded by** Bruce Cleveland.

125 **In Favor,** Dawn Nicolaisen, Bruce Cleveland, Lauren Cairns, Brenda Copp, Jon

126 Goldman, Bill Carter

127 **Motion passes unanimously**

128

129 **Motion by** Brenda Copp to accept the Rescue Account with Gross Expenses of

130 \$52,850.00, Revenue of \$1.00 and Net Expenses of \$52,849.00 pending further review.

131 **Seconded by** Lauren Cairns.

132 **In Favor,** Dawn Nicolaisen, Bruce Cleveland, Lauren Cairns, Brenda Copp, Jon

133 Goldman, Bill Carter

134 **Motion passes unanimously**

135

136 Jon Goldman came back to the Budget Committee.

137

138 Bruce Cleveland stated that the budgets that will be discussed next week are they Health

139 and Human Services, Benefits and the Community Assistance.

140

141 Meeting adjourned 7:45

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143 Respectfully submitted,

144 Sue Reynolds

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