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DRAFT
Budget Committee Minutes
Town of Sandown, NH

Meeting Date: Wednesday, December 5, 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, Cathy Gorman
Recording Secretary: Sue Reynolds

Meeting was called to order by Bruce Cleveland at 6:35 PM.

Bruce Cleveland asked the Committee to review the minutes of Wednesday, November 28, 2012. Bruce Cleveland stated that line 76 Tapley was spelled incorrectly and line 112 should read with a change..... Lauren Cairns stated line 138 the word “they” should be removed.

Motion by Brenda Copp to accept the minutes of Wednesday, November 28, 2012 as amended.

Seconded by Dawn Nicolaisen.

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

Abstain Cathy Gorman

Motion passes 6-0-1

Motion by Bruce Cleveland to put the Community Assistance Account budget 4445.0 on the table for discussion.

Seconded by Brenda Copp

31 Lynne Blaisdell is presenting this budget. Lauren Cairns is concerned that there might
32 not be enough budgeted for the Electric, Food and Gas lines as they are already over
33 budget for this year. Lynne said gas food and rent may need to be raised and she will
34 take what the Budget Committee is willing to give. Lauren stated it looks like there are
35 lines that are under budget so maybe numbers can just be adjusted. Lynne said that there
36 is a lot less funding coming from the State which is putting greater demands at the Town
37 level. Dawn Nicolaisen asked what happens if the budget does go over and Lynne said
38 because it is mandated by the State to have a Community Assistance Program if the
39 budget goes over it is up to the BOS to find the money elsewhere within the budget.
40 Lynne also stated that St. Matthew's and St. Anne's churches have helped out
41 tremendously with assistance when the Town wasn't able to.

42 **Motion by** Brenda Copp to accept the Community Assistance budget with Gross
43 Expenses of \$15,251.00, Revenue of \$0.00 and Net Expenses of \$15,251.00 pending
44 further review.

45 **Seconded by** Jon Goldman.

46 **In favor,** Dawn Nicolaisen, Jon Goldman, Bruce Cleveland, Lauren Cairns, Brenda
47 Copp, Bill Carter and Cathy Gorman.

48 **Motion passes unanimously.**

49

50

51 **Motion by Bruce Cleveland to put the Health & Human Services Account budget on**
52 **the table for discussion.**

53 **Seconded by Brenda Copp.**

54 Lynne Blaisdell is presenting this budget. Bruce Cleveland asked how much the Town of
55 Sandown benefits from the programs provided. Lynne said the residents use the
56 programs directly and don't necessarily go through the Town. Bruce asked about the Vic
57 Geary Senior Center as they are asking for a donation which is 9% of the budget. Lynne
58 said that the Town of Sandown doesn't have a Senior Center and that is where the seniors
59 can go for any number of things. Brenda Copp also stated that the Lamprey Health Care
60 goes to Town Hall once a month to pick up any interested residents to go on that

61 particular trip. She also said the Community Caregivers of Greater Derry has picked up a
62 lot of the rides that were done by CART in the past.

63 **Motion by** Brenda Copp to accept the Health & Human Services budget with Gross
64 Expenses of \$23,243.00, Revenue of \$0.00 and Net Expenses of \$23,243.00 pending
65 further review.

66 **Seconded by** Dawn Nicolaisen.

67 **In favor,** Dawn Nicolaisen, Jon Goldman, Bruce Cleveland, Lauren Cairns, Brenda
68 Copp, Bill Carter and Cathy Gorman.

69 **Motion passes unanimously.**

70

71

72 **Motion by Bruce Cleveland to put the Benefits Account budget on the table for**
73 **discussion.**

74 **Seconded by Brenda Copp.**

75 Lynne Blaisdell is presenting this budget. Cathy Gorman asked about the Health
76 Reimbursement line and Brenda Copp explained that this is something that was created
77 last year in the budget because the deductibles increased for the employees and the BOS
78 agreed to create an account allowing the employees to get reimbursed for up to \$1,000.00
79 for their out of pocket medical expenses. Cathy Gorman is concerned that the taxpayers
80 are already funding the insurance and doesn't feel that they should be funding the
81 Reimbursement Account as well. Jon Goldman is very adamant that it is not the Budget
82 Committee's place to manage benefits for the Town but he feels it is their place to fund
83 individual lines and wonders if it makes more sense to pay 100% of the insurance instead
84 of continuing with the Reimbursement account. Brenda Copp said last year \$12,000.00
85 was put into the Reimbursement account and only \$5,500.00 was used. She said the BOS
86 voted to increase the line to \$20,915.00 but she didn't agree with it as less than half of the
87 line was used last year. Last year they allowed each employee to use up to \$1,000.00
88 from the Reimbursement account and this year it will be increased to \$1,500.00 per
89 employee. Dawn Nicolaisen asked if it was legal to budget less than needed and Brenda
90 Copp said yes. Jon Goldman explains that the Town shouldn't carry the liability dollar
91 for dollar because the odds are that it won't all get used in one year. Lynne said the

92 Town saves \$82.00 per employee per year if the Town pays 90% of the premium and
93 allow employees a \$1,500.00 amount in the Reimbursement account. Jon Goldman said
94 it is a large increase in the taxes for something that probably won't be used. Brenda
95 Copp agrees with Jon and feels 100% of the Reimbursement account shouldn't be funded
96 just because you may use it. Bruce Cleveland asked about the insurance buy out and
97 Lynne explained that it is for an employee that is eligible to use their spouses insurance.
98 The Town pays them 15% of the Town's portion of the Family Plan up to \$2,500.00,
99 which saves the Town a significant amount of money.

100 **Motion by** Brenda Copp to increase the Health Reimbursement Account line to
101 \$20,915.80.

102 **Seconded by** Bruce Cleveland.

103 Bruce Cleveland said that he agrees with the philosophy of not overfunding this, however
104 he would like to see one more year of trending prior to making the cut.

105 **In Favor**, Dawn Nicolaisen, Bruce Cleveland, Bill Carter.

106 **Opposed**, Jon Goldman, Lauren Cairns, Cathy Gorman, Brenda Copp.

107 **Motion fails 3-4-0**

108

109 **Motion by** Brenda Copp to accept the Benefits Account with Gross Expenses of
110 \$389,903.98, Revenue of \$0.00, and Net Expenses of \$389,903.98 pending further
111 review.

112 **Seconded by** Cathy Gorman.

113 **In Favor**, Dawn Nicolaisen, Lauren Cairns, Bruce Cleveland, Brenda Copp, Bill Carter,
114 Cathy Gorman.

115 **Opposed** Jon Goldman.

116 **Motion passes 6-1-0.**

117 Jon Goldman stated he would like to look into this further and may ask to have a change
118 made at the final meeting.

119

120 **Motion by Bruce Cleveland to put the Executive Account budget 4130.0 on the table**
121 **for discussion.**

122 **Seconded by Lauren Cairns.**

123 Brenda Copp stated the change in this budget is for the Mosquito Control program. The
124 BOS agreed to leave the line in the budget with \$1.00 so next year if it needs to go into
125 the budget it can. Bruce Cleveland asked why this was changed and Brenda said the
126 BOS feels there will be quite a few warrants and a big budget increase as well and they
127 felt this would be better put in a warrant article with trying to keep the budget as low as
128 possible. Cathy Gorman agrees with Brenda. Bruce Cleveland stated that he was
129 informed that the budget amount does not have the Revenue included in it and feels this
130 is very mind boggling to him.

131 **Motion by** Jon Goldman to change the Mosquito Control line to \$1.00.

132 **Seconded by** Cathy Gorman.

133 Bill Carter said he is concerned that when a line is zeroed out on the M7 that the BOS
134 can't spend the money. Lynne Blaisdell explained that the line item was created in case
135 the budget goes default in 2014 there was a line created in the 2013 budget so the
136 spraying can be done if needed. Bill Carter stated that if a line was zeroed out then the
137 money can't be spent for that purpose. Brenda Copp said if a warrant article is voted
138 down then no means no and no money can be spent for that purpose.

139 **In Favor,** Dawn Nicolaisen, Lauren Cairns, Bruce Cleveland, Brenda Copp, Bill Carter,
140 Cathy Gorman., Jon Goldman.

141 **Motion passes unanimously.**

142

143 **Motion by** Brenda Copp to accept the Executive Account budget with Gross Expenses of
144 \$198,876.09, Revenue of \$750.00 and Net Expenses of \$198,126.09 pending further
145 review.

146 **Seconded by** Jon Goldman.

147 **In Favor,** Dawn Nicolaisen, Lauren Cairns, Bruce Cleveland, Brenda Copp, Bill Carter,
148 Cathy Gorman., Jon Goldman.

149 **Motion passes unanimously.**

150

151 **Motion by Bruce Cleveland to put the Government Building Account budget on the**
152 **table for discussion.**

153 **Seconded by Brenda Copp.**

154 Lynne said they are now going to lease the copy machine so the current lease will stay in
155 affect and the amount for the new copier will be removed. Lynne also stated the Library
156 lawn that was estimated at \$5,500.00 is going on a warrant article. Lynne also explained
157 that Maintenance Building line is being reduced as well as there is a good amount of
158 money left over from the Finance Director payroll line. The remainder of the
159 handicapped bathroom will come from this line as well as tables and chairs for the office.
160 Brenda Copp explains that the left over money in the Finance Director's line is because
161 of an illness that all of her hours were not worked that year.

162 **Motion by** Jon Goldman to reduce the Equipment Maintenance/Purchase line to
163 \$5,825.00.

164 **Seconded by** Brenda Copp.

165 **In Favor,** Dawn Nicolaisen, Lauren Cairns, Bruce Cleveland, Brenda Copp, Bill Carter,
166 Cathy Gorman., Jon Goldman.

167 **Motion passes unanimously.**

168

169 **Motion by** Jon Goldman to reduce the Maintenance Building line to \$9,015.00.

170 **Seconded by** Cathy Gorman.

171 **In Favor,** Dawn Nicolaisen, Lauren Cairns, Bruce Cleveland, Brenda Copp, Bill Carter,
172 Cathy Gorman., Jon Goldman.

173 **Motion passes unanimously.**

174

175 **Motion by** Brenda Copp to accept the Government Building budget with Gross Expenses
176 of \$79,578.60, Revenue of \$2,500.00 and Net Expenses of \$77,078.60 be accepted
177 pending further review.

178 **Seconded by** Lauren Cairns.

179 **In Favor,** Dawn Nicolaisen, Lauren Cairns, Bruce Cleveland, Brenda Copp, Bill Carter,
180 Cathy Gorman., Jon Goldman.

181 **Motion passes unanimously.**

182

183

184

185 **Motion by Bruce Cleveland to put the Plumbing Inspection Account 4241.4 on the**
186 **table for discussion.**

187 **Seconded by Brenda Copp.**

188 Brenda Copp explained that the Telephone line was reduced because of the amount of
189 departments that it is divided amongst.

190 **Motion by Brenda Copp to reduce the Telephone Expense line to \$370.00.**

191 **Seconded by Dawn Nicolaisen.**

192 **In Favor,** Dawn Nicolaisen, Lauren Cairns, Bruce Cleveland, Brenda Copp, Bill Carter,
193 Cathy Gorman., Jon Goldman.

194 **Motion passes unanimously.**

195

196 **Motion by Brenda** to accept the Plumbing Inspection Account with Gross Expenses of
197 \$8,621.00, Revenue of \$10,880 and Net Expenses of -\$2,259.00 pending further review.

198 **Seconded by Cathy Gorman.**

199 **In Favor,** Dawn Nicolaisen, Lauren Cairns, Bruce Cleveland, Brenda Copp, Bill Carter,
200 Cathy Gorman., Jon Goldman.

201 **Motion passes unanimously.**

202

203 **Motion by Bruce Cleveland to put the Electrical Inspection Account budget 4241.5 on**
204 **the table for discussion.**

205 **Seconded by Cathy Gorman.**

206 Lynne said the payroll line was increased. She said this is a permit based account and
207 they are already close to \$5,000.00 already this year. Lynne said all inspections are going
208 to be \$35.00 and the Revenue will be increased as well.

209 **Motion by Jon Goldman to increase the Books line to \$30.00.**

210 **Seconded by Cathy Gorman.**

211 **In Favor,** Dawn Nicolaisen, Lauren Cairns, Bruce Cleveland, Brenda Copp, Bill Carter,
212 Cathy Gorman., Jon Goldman.

213 **Motion passes unanimously.**

214

215

216 **Motion by** Jon Goldman to increase the Payroll line to \$6,000.00.

217 **Seconded by** Cathy Gorman.

218 **In Favor,** Dawn Nicolaisen, Lauren Cairns, Bruce Cleveland, Brenda Copp, Bill Carter,
219 Cathy Gorman., Jon Goldman.

220 **Motion passes unanimously.**

221

222 **Motion by** Jon Goldman to increase the Telephone line to \$370.00.

223 **Seconded by** Cathy Gorman.

224 **In Favor,** Dawn Nicolaisen, Lauren Cairns, Bruce Cleveland, Brenda Copp, Bill Carter,
225 Cathy Gorman., Jon Goldman.

226 **Motion passes unanimously.**

227

228 **Motion by** Brenda Copp to accept the Electrical Inspection account with Gross Expenses
229 of \$6,500.00, Revenue of \$8,000.00 and Net Expenses of -\$1,500.00 pending further
230 review.

231 **Seconded by** Cathy Gorman.

232 **In Favor,** Dawn Nicolaisen, Lauren Cairns, Bruce Cleveland, Brenda Copp, Bill Carter,
233 Cathy Gorman., Jon Goldman.

234 **Motion passes unanimously.**

235

236

237 **Motion by Bruce Cleveland to put the Septic Account 4242.1 on the table for**
238 **discussion.**

239 **Seconded by Brenda Copp.**

240 Lynne Blaisdell said more permits are being pulled which is causing the Payroll and
241 Revenue to increase.

242 **Motion by** Brenda Copp to increase the Payroll line to \$2,500.00.

243 **Seconded by** Cathy Gorman.

244 **In Favor,** Dawn Nicolaisen, Lauren Cairns, Bruce Cleveland, Brenda Copp, Bill Carter,
245 Cathy Gorman., Jon Goldman.

246 **Motion passes unanimously.**

247 **Motion by** Brenda Copp to accept the Septic budget with Gross Expenses of \$2,900.00,
248 Revenue of \$4,800.00 and Net Expenses of -\$1,900.00 pending further review.

249 **Seconded by** Cathy Gorman.

250 **In Favor,** Dawn Nicolaisen, Lauren Cairns, Bruce Cleveland, Brenda Copp, Bill Carter,
251 Cathy Gorman., Jon Goldman.

252 **Motion passes unanimously.**

253

254 **Motion by Bruce Cleveland to put the Health Officer Account 4411.0 on the table for**
255 **discussion.**

256 **Seconded by Brenda Copp.**

257 Bruce Cleveland stated that the Seminar line went up to \$125.00 and the Phone line went
258 down to \$1.00. Lynne Blaisdell explained that the new Health Officer doesn't mind
259 using his own cell phone at this time.

260 **Motion by** Brenda Copp to increase the Seminar line to \$150.00.

261 **Seconded by** Cathy Gorman.

262 **In Favor,** Dawn Nicolaisen, Lauren Cairns, Bruce Cleveland, Brenda Copp, Bill Carter,
263 Cathy Gorman., Jon Goldman.

264 **Motion passes unanimously.**

265

266 **Motion by** Brenda Copp to reduce the Telephone line to \$1.00.

267 **Seconded by** Cathy Gorman.

268 **In Favor,** Dawn Nicolaisen, Lauren Cairns, Bruce Cleveland, Brenda Copp, Bill Carter,
269 Cathy Gorman., Jon Goldman.

270 **Motion passes unanimously.**

271

272 **Motion by** Brenda Copp to accept the Health Officer Account with Gross Expenses of
273 \$3,967.16, Revenue of \$50.00 and Net Expenses of \$3,917.16 be accepted pending
274 further review.

275 **Seconded by** Lauren Cairns.

276 **In Favor,** Dawn Nicolaisen, Lauren Cairns, Bruce Cleveland, Brenda Copp, Bill Carter,
277 Cathy Gorman., Jon Goldman.

278 ***Motion passes unanimously.***

279

280 Lynne Blaisdell said there were changes made at the BOS meeting to the Building
281 Inspector's account and that will be coming before the Budget Committee next week.
282 Bruce Cleveland asked that the Budget Committee receive any changes as soon as they
283 can so they have time to review them prior to next week's meeting. Brenda Copp said
284 she will also contact Chief Gordon and the Library in regards to some changes in their
285 budgets as well.

286

287 Brenda Copp reviewed the updated budget sheet with the Budget Committee that shows
288 the increases and decreases in the budgets and right now it looks like there will be a
289 4.30% increase from last year's budget.

290

291 Bill Carter asked when the Budget Committee will see the expenditures from 2012 and
292 Brenda Copp said they are in the Town Report and they will also be listed on the M7 as
293 well. Bruce Cleveland said this should be available mid January to the beginning of
294 February. Bill Carter feels the M7 should be available at the Public Hearing and Brenda
295 Copp feels that is impossible as there are still changes being made at that meeting. Bill
296 Carter feels the Public Hearing should be held on the M7.

297 Bill Carter feels the M7 should be present at the Public Hearing and Bruce said he will
298 look into that for next week. Bruce also told Bill that if he has an issue with a prior M7
299 then he needs to bring it to the BOS and not to the current Budget Committee.

300

301 Bruce Cleveland stated that the budgets that will be discussed next week are the Rec.
302 Building Ops, Park and Rec., and Summer Rec.

303

304 Meeting adjourned 8:30

305

306 Respectfully submitted,

307 Sue Reynolds

308