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DRAFT
Budget Committee Minutes
Town of Sandown, NH

Meeting Date: Wednesday, October 2, 2013
Type of Meeting: Public
Method of Notification: Public posting – Town Hall & Post Office
Meeting Location: Town Hall, Second Floor

Members Present: Bruce Cleveland, Dawn Nicolaisen, Cathy Gorman Daniel
Saltalamacchia, Selectwoman Copp (ex-officio), Steve Brown
Recording Secretary: Sue Reynolds

The meeting was called to order by Bruce Cleveland at 7:00 PM.

Bruce Cleveland asked the Committee to review the minutes of Wednesday, September 25, 2013.

Bruce Cleveland said lines 96 and 104 Mark’s last name should be spelled Treager.

Bruce Cleveland said the minutes are accepted as amended.

Bruce Cleveland asked if there has been any interest in the open budget position and Brenda Copp said no.

Motion by Brenda Copp to put the Budget Committee Account budget 4150.9 on the table for discussion.

Seconded by Steve Brown.

Brenda Copp refers to the Payroll Detail at the bottom of the budget and suggests it should match what is in Recording Secretary line in the budget. She suggests the Recording Secretary line should be \$2,050.00. Brenda said she will let the BOS know of the change.

31 **Motion by** Brenda Copp to change the Recording Secretary line to \$2,050.00.

32 **Seconded by** Daniel Saltalamacchia.

33 **In Favor**, Cathy Gorman, Daniel Saltalamacchia, Brenda Copp, Bruce Cleveland, Steve
34 Brown and Dawn Nicolaisen.

35 **Motion passes unanimously.**

36

37 **Motion by** Brenda Copp to accept the Budget Committee budget with Gross Expenses of
38 \$2,291.00, Revenue of \$0.00 and Net Expenses of \$2,291.00 pending further review.

39 **Seconded by** Daniel Saltalamacchia.

40 **In Favor**, Cathy Gorman, Daniel Saltalamacchia, Brenda Copp, Bruce Cleveland, Steve
41 Brown and Dawn Nicolaisen.

42 **Motion passes unanimously**

43

44 Brenda Copp handed out a breakdown of the Education & Awareness line of the
45 Conservation Commission that was not submitted with the original budget. She also
46 explained the increase of the Planning Board budget on the Environmental Consultant
47 line was partially for the RPC was less than \$100.00. The remainder of the increase was
48 to pay the Town Engineer. She also said as far as the Grant line of \$2,000.00, this was a
49 payment that was made to RPC for the Master Plan and they received \$4,000.00 worth of
50 work. Brenda also stated this is the last year for the Master Plan so she is not sure if the
51 line should remain in the budget. Brenda stated that the breakdown of the Planning
52 Board/ZBA/Conservation Commission Aide for last week was as follows: 14 hours, 5 ½
53 on Tuesday and Thursday was submitted for office hours, 2 hours on Monday for
54 Planning Bd minutes and 1 hours Conservation agenda and correspondence.

55

56 **Motion by Bruce Cleveland to put the Town Clerk Account budget 4140.1 on the table**
57 **for discussion.**

58 **Seconded by Steve Brown.**

59 Michelle Short was unavailable for this meeting.

60 Brenda Copp explains the last line that was supplied with this budget are the taxes that
61 have been received to date, and the last 3 months are estimated according to what was
62 received last year.

63 **Motion by** Brenda Copp to accept the Town Clerk budget with Gross Expenses of
64 \$50,018.00, Revenue of \$967,048.00 and Net Expenses of -\$917,030.00 pending further
65 review.

66 **Seconded by** Steve Brown.

67 **In Favor**, Cathy Gorman, Daniel Saltalamacchia, Brenda Copp, Bruce Cleveland, Steve
68 Brown and Dawn Nicolaisen.

69 **Motion passes unanimously**

70

71 **Motion by Bruce Cleveland to put the Tax Collector Account budget 4150.4 on the**
72 **table for discussion.**

73 **Seconded by Steve Brown.**

74 Michelle Short was not available for this meeting.

75 Brenda Copp said the BOS changed the Payroll line because last year Michelle opted not
76 to take the 2% pay increase and this year she only wanted to take a 1% increase. Brenda
77 felt she would now be down 3% so the BOS voted to give her the 2% increase for this
78 year. Bruce Cleveland asked about the increase of the Tax Lien Expenses line. Brenda
79 Copp said there have been more liens placed on properties, which creates more expenses
80 for the Town.

81 **Motion by** Brenda Copp to increase the Payroll line to \$49,364.00.

82 **Seconded by** Dawn Nicolaisen.

83 **In Favor**, Cathy Gorman, Daniel Saltalamacchia, Brenda Copp, Bruce Cleveland, Steve
84 Brown and Dawn Nicolaisen.

85 **Motion passes unanimously**

86

87 **Motion by** Brenda Copp to accept the Tax Collector's budget with Gross Expenses of
88 \$60,858.00, Revenue of \$12,623,152.00 and Net Expenses of -\$12,562,294.00 pending
89 further review.

90 **Seconded by** Dawn Nicolaisen.

91 ***In Favor***, Cathy Gorman, Daniel Saltalamacchia, Brenda Copp, Bruce Cleveland, Steve
92 Brown and Dawn Nicolaisen.

93 ***Motion passes unanimously***

94

95 Brenda Copp said she is keeping track of items that will need to be reviewed before the
96 final meeting. She also stated there is one account (Moderator) that should be reviewed
97 prior to that as most of the figures in the budget are inaccurate. Brenda said she will talk
98 to Michelle to see if she can get a better idea of the amount of money needed and the
99 Budget Committee will reschedule it for another night.

100

101 Bruce Cleveland announced the budgets that are being discussed in two weeks as there is
102 not Budget Committee meeting next week.

103

104

105 Meeting adjourned 7:00

106

107 Respectfully submitted,

108 Sue Reynolds

109