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**DRAFT**  
**Budget Committee Minutes**  
**Town of Sandown, NH**

**Meeting Date: Wednesday, October 15, 2014**

**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, Lee Dube, Tony Piemonte  
(arrived at 7:15) and Steve Brown (Selectman Ex-officio).

**Not Present:** Daniel Saltalamacchia and Cathy Gorman

Recording Secretary: Sue Reynolds

Chairman Bruce Cleveland called the meeting to order at 7:00pm.

The meeting was called to order and the Pledge of Allegiance was done.

Bruce Cleveland said that the **Trustees of the Trust Fund account 4199.0** had an increase of \$100.00 in the Payroll line and that is a stipend amount that was approved by the BOS. Lee Dube asked that the title of the budget reflect the correct name as it is now listed as Trustees and it should be Trustees of the Trust Fund. Bruce said he would take care of that.

This budget is being moved to the Public Hearing Agenda with Gross and Net Expenses of \$450.00.

**Highway Facility account 4311.0 with Gross Expenses of \$10,056.00, Revenue of \$0.00 and Net Expenses of \$10,056.00.** This is no increase on this budget. Arthur Genuardo is presenting this budget. Bruce asked how the furnace is working and Artie said great. He

31 said last year they ran out of oil but this year he already has 715 gallons saved. Artie  
32 stated that the tank burns 120 gallons a week. Bruce said that he would like to see that  
33 line reduced next year. Dawn Nicolaisen asked about the Telephone line as it is only at  
34 50% so far this year and why hasn't it been reduced. Artie said he talked to the Finance  
35 Director and asked her opinion and she suggested keeping it the same for this year.

36 ***This budget was moved to the Public Hearing Agenda as requested.***

37

38 Highway Operating account 4312.0 with Gross Expenses of \$558,251.76, Revenue of  
39 \$350.00 and Net Expenses of \$557,901.76. This is a 1.70 increase from last year. Arthur  
40 Genuardo is presenting this budget. Steve Brown stated that the BOS rounded the figures  
41 at their meeting. Bruce Cleveland asked about the Cold mix being up 33% and Artie said  
42 there were a lot of potholes and the cost is \$128.00 per load and there was a lot was used  
43 as well. Bruce asked about the Equipment R&M line as it is up \$1,000.00 and Artie said  
44 there were a lot of equipment breakdowns last year. Bruce asked about the new Payroll  
45 Overtime line and Artie said it was suggested to him to put this line in his budget to keep  
46 track of overtime hours for Highway Dept employees to work at the Transfer Station.  
47 Artie said it is required by the State to have a certain amount of employees at the  
48 Transfer Station at all times so some of the Highway Dept. employees would fill in.  
49 Artie said he allowed for 2 full time employees at 40 hours each. Bruce asked about the  
50 Sand line being up 11% and asked if it was due to the cost or volume and Artie said  
51 Volume. Dawn Nicolaisen asked about the Plowing line and being over budget every  
52 year and Artie said he hasn't taken any Block Grant money to offset that line but he will  
53 at the end of the year. Lee Dube asked about the Supply line as the past few years has  
54 been over budgeted and wondered if that amount is needed. Artie said he still has a lot of  
55 supplies left to purchase for the year and feels he will spend the \$3,000.00 in that line.  
56 Lee Dube also asked about the Uniform/Shop Towels line as it has also been over  
57 budgeted for the past few years and Artie said he will also be expending that entire line as  
58 well. Dawn Nicolaisen asked about the Paving line and Artie said he has 2 more small  
59 paving jobs left to do and he needs to keep the \$100,000.00 in the budget for the Road  
60 Improvement Plan. Artie said he will be doing North Rd/Main St. and a sink hole on  
61 Snow Lane.

62 Tony Piemonte arrived.

63 **Motion by** Bruce Cleveland to round the Gross Expenses to \$558,252.00.

64 **Seconded by** Lee Dube.

65 **In Favor**, Dawn Nicolaisen, Bruce Cleveland, Steve Brown, Tony Piemonte and Lee  
66 Dube.

67 **Motion passed unanimously.**

68 **This budget was moved to the Public Hearing Agenda with Gross Expenses of**  
69 **\$558,252.00, Revenue of \$350.00 and Net Expenses of \$557,902.00.**

70

71 **Sanitation Facility account 4321.0 with Gross Expenses of \$8,464.00, Revenue of**  
72 **\$1.00 and Net Expenses of \$8,463.00.** There is no increase in this budget and Arthur  
73 Genuardo is presenting this budget. Bruce Cleveland asked about the Electricity line and  
74 Artie said this was for the sanitation lights only.

75 **This budget was moved to the Public Hearing Agenda as presented.**

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77

78 **Sanitation Operating account 4324.0 with Gross Expenses of \$350,991.18, Revenue of**  
79 **\$17,500.00 and Net Expenses of \$333,491.18.** This is a decrease of .24% and Arthur  
80 Genuardo is presenting this budget.

81 Lee Dube asked about the Disposable Waste Fees and has been over budgeted for the  
82 past few years and asked if that line could be reduced by \$10,000.00. Artie said that the  
83 bills are always 1 month behind and trash went up 1.5% for next year and he feels it  
84 would be dangerous to lower that amount at this time. Artie also said they are looking at  
85 new contracts through the 53B Fees starting next year for the next 5 years and he would  
86 like to wait until the new contract is decided. Steve Brown asked about the Tire  
87 Disposable line as it has been over budgeted for the past few years. Artie said it depends  
88 on the number of tires received and it is tough to predict. Dawn Nicolaisen asked about  
89 the Box Rental and Artie said it is \$200.00 per month and that line needs to be fixed as  
90 nothing has been taken out yet. Dawn also asked about the R/M Equipment line and  
91 Artie said the maintenance will be done soon on the 2 compactors. Dawn is concerned  
92 that there is still \$100,000.00 left to be expended from the budget at this time. Artie said

93 he is either 1 or 2 months behind for the Hauling and Waste for the invoices. Dawn said  
94 she is thankful that the budget was reduced but she would still like to look at this budget  
95 again at the Public Hearing Agenda. Dawn questioned if all of the invoices will be in by  
96 the date of the Public Hearing Agenda and Steve said he wasn't sure but he would look  
97 into the date and email the Committee.

98 **Motion by** Bruce Cleveland to round the Gross Expenses to \$350,991.00.

99 **Seconded by** Dawn Nicolaisen.

100 **In Favor,** Dawn Nicolaisen, Bruce Cleveland, Steve Brown, Tony Piemonte and Lee  
101 Dube.

102 **Motion passed unanimously.**

103 **This budget was moved to the Public Hearing Agenda with Gross Expenses of**  
104 **\$350,991, Revenue of \$17,500.00 and Net Expenses of \$333,491.00.**

105

106 **Sanitation Site account 4325.0 with Gross Expenses of \$2,000.00, Revenue of \$1.00**  
107 **and Net Expenses of \$1,999.00.** There is no increase in this budget. Arthur Genualdo is  
108 presenting this budget.

109 Artie said the only thing left to do on site is to reline the burnout pit.

110 **This budget was moved to the Public Hearing Agenda as presented.**

111

112 **Recycling account 4326.0 with Gross Expenses of \$49,450.00, Revenue of \$17,500.00**  
113 **and Net Expenses of \$31,950.00.** This is an increase of .41% over last year. Arthur  
114 Genualdo is presenting this budget.

115 Artie said he increase the Seminars line by \$200.00 as the State is mandating yearly  
116 re-certification for all employees. Lee Dube asked about the Hauling line and if it is base  
117 on time or miles. Artie said the comingles are done by Waste Management and the C&D  
118 hauling is done by Great Rate and Waste Management increased their rates by 1.5%. Lee  
119 is concerned that there might not be enough money in the budget as fuel rates may go  
120 back up. Artie feels that this line is ok. Steve Brown asked how the money is handled at  
121 the transfer station and Artie said 2 copies of the receipt are written. One goes to the  
122 resident and the other goes to Artie with the cash every night. There is no money left at  
123 the transfer station.

124 ***This budget was moved to the Public Hearing Agenda as presented.***

125

126 Artie updated the Committee on the Wells Village Rd. project and said that it is going  
127 well. The back filling is being done now and the paving will begin on October 29<sup>th</sup> and  
128 30<sup>th</sup>. Artie said he is very pleased with the way it is coming out.

129

130 Bruce Cleveland asked the Committee to review the minutes of October 1, 2014.

131 There were no changes to the minutes so they were accepted as written.

132

133 ***Conservation account 4619.0 with Gross Expenses of \$9,820.00, Revenue of \$240 and***  
134 ***Net Expenses of \$9,580.00.*** This is an increase of 32%. Mark Treager and Andrea  
135 Cairns are presenting this budget.

136 Lee Dube asked about the Environmental Consulting line and the large increase. Mark  
137 Treager said that they have had the same consultant since 2000 and he charged a flat rate  
138 of \$75.00 per hour or \$150.00 per meeting. Mark explained that he is retiring so they  
139 have interviewed 6 candidates for the position and the rates range from \$75.00 per hour  
140 to \$120.00 per hour. Mark said they are looking at a consultant with a rate of \$90.00 per  
141 hour with a flat rate of \$20.00 travel fee per meeting. Dawn Nicolaisen asked if the  
142 consultant comes to every meeting and stay for the whole meeting. Mark explained that  
143 the consultant comes to every meeting and if is a short meeting they will stay for the  
144 whole meeting, and if it is a longer meeting they won't stay for the entire meeting. Mark  
145 said it is helpful to have them attend the meetings as they provide a lot of helpful  
146 information. Mark said they meet twice a month and last year they didn't have a full  
147 Board so they didn't have 6 meetings last year. Andrea said that when the amount for the  
148 consultant was figured into the budget it was at 18 meetings and not all 24 as it would  
149 have been close to \$7,000.00. Steve Brown asked about the Advertisement and  
150 Conferences line as nothing has been used in the past few years or very little was used.  
151 Mark stated that they have had a mature Board and the conferences weren't needed but  
152 now there are a few newer members and they will be attending. The cost is \$60.00 per  
153 person. Mark said the Advertising line is for the Public Hearing announcements, which  
154 are \$180.00 each. If they don't have a Public Hearing then that line is not expended.

155 Steve Brown asked what the Education & Awareness line is used for. Mark said they  
156 hold the annual Fishing Derby and this year they will be doing a mailer to all residents in  
157 Town to inform residents of Town property. Lee Dube went back to the Environmental  
158 Consultant line and asked about the \$20.00 per meeting travel fee and wanted to be sure  
159 it was in line with IRS reimbursement and we were getting the most for our money.  
160 Mark said he is coming from Concord so the \$20.00 would be less than a set amount per  
161 mile traveled. Tony Piemonte asked about the criteria to hire the consultant and Mark  
162 said they reviewed the resumes, and they are looking for someone that is a wetland  
163 scientist, familiar with storm water, and experience with developments. Dawn Nicolaisen  
164 that a 32% increase is a lot and the budget will go before the voters in March and reminds  
165 them we went to a default budget last year. Mark said that if you look at the past 6 years  
166 of the budget it has been decreased every year and it is now time to bring it back up in  
167 line where it needs to be and their Environmental Consultant retiring is out of his control.  
168 ***This budget was moved to the Public Hearing Agenda as presented.***

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170 Bruce Cleveland said there is no meeting for the next 2 weeks. The next meeting will be  
171 November 5<sup>th</sup> and the budgets that will be discussed are the Insurance, Gov't Bldgs,  
172 Executive and the Library.

173  
174 Meeting adjourned 8:00

175  
176 Respectfully submitted,  
177 Sue Reynolds

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