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DRAFT
Budget Committee Minutes
Town of Sandown, NH

Meeting Date: Friday, January 8, 2016

Type of Meeting: Public

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

Meeting Location: Town Hall, Second Floor

Members Present: Tony Piemonte, Dean Webster, Michael Costanzo

Not Present: Cathy Gorman and Cindy Bucu (Selectman Ex-Officio) arrived at 7:15

Recording Secretary: Sue Reynolds

Not Present: Lee Dube

Vice Chairman Cathy Gorman called the meeting to order at 7:00pm.

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

The Police budget 4210 was put on the table for discussion.

This budget is being presented by Chief Gordon and Cheryl Eastman.

Cathy Gorman stated that the Payroll line is now lower than the first time the Committee reviewed the budget. Cheryl said this has to do with the number of hours for part time officers was reduced. She also said the Payroll has increased again because the Chief took 2 part time positions and made it 1 full time position. The Payroll line is currently \$444,623.00. Cathy Gorman asked what the Payroll line was previously and Cheryl said it was \$439,828.00. Dean Webster asked about the increase in the Educational Incentive line and Chief Gordon said the new full time officer gets a dollar more an hour because he has a bachelor’s degree, which is a contractual item.

Selectwoman Bucu arrived at this time.

Motion by Tony Piemonte to increase the Payroll line from \$439,282.00 to \$444,623.00.

Seconded by Michael Costanzo.

32 ***In Favor***, Dean Webster, Michael Costanzo, Cindy Bucu, Cathy Gorman and Tony
33 Piemonte.

34 ***Motion passes unanimously.***

35

36 ***Motion by*** Tony Piemonte to increase the Overtime line from \$26,945.00 to \$28,896.00.

37 ***Seconded by*** Dean Webster.

38 ***In Favor***, Dean Webster, Michael Costanzo, Cindy Bucu, Cathy Gorman and Tony
39 Piemonte.

40 ***Motion passes unanimously.***

41

42 ***Motion by*** Tony Piemonte to increase the Incremental Sick Days from \$5,204.00 to
43 \$6,162.00.

44 ***Seconded by*** Dean Webster

45 ***In Favor***, Dean Webster, Michael Costanzo, Cindy Bucu, Cathy Gorman and Tony
46 Piemonte.

47 ***Motion passes unanimously.***

48

49 ***Motion by*** Tony Piemonte to decrease the P/T Holiday line from \$1,303.00 to \$970.00.

50 ***Seconded by*** Dean Webster

51 ***In Favor***, Dean Webster, Michael Costanzo, Cindy Bucu, Cathy Gorman and Tony
52 Piemonte.

53 ***Motion passes unanimously.***

54

55 ***Motion by*** Tony Piemonte to decrease the P/T Vacation line from \$2,406.00 to
56 \$1,595.00.

57 ***Seconded by*** Dean Webster

58 ***In Favor***, Dean Webster, Michael Costanzo, Cindy Bucu, Cathy Gorman and Tony
59 Piemonte.

60 ***Motion passes unanimously.***

61

62 **Motion by** Tony Piemonte to increase the Educational Incentive line from \$8,229.00 to
63 \$6,008.00.

64 **Seconded by** Dean Webster

65 **In Favor,** Dean Webster, Michael Costanzo, Cindy Bucu, Cathy Gorman and Tony
66 Piemonte.

67 **Motion passes unanimously.**

68

69 **Motion by** Tony Piemonte to increase the Training line from \$6,602.00 to \$6338.00.

70 **Seconded by** Dean Webster

71 **In Favor,** Dean Webster, Michael Costanzo, Cindy Bucu, Cathy Gorman and Tony
72 Piemonte.

73 **Motion passes unanimously.**

74

75 **Motion by** Tony Piemonte to decrease the Uniforms line from \$9,792.00 to \$9,642.00.

76 **Seconded by** Dean Webster.

77 **In Favor,** Dean Webster, Michael Costanzo, Cindy Bucu, Cathy Gorman and Tony
78 Piemonte.

79 **Motion passes unanimously.**

80

81 Cathy Gorman asked if there were any other questions on this budget and there were
82 none.

83 **Motion by** Tony Piemonte to accept the Police budget with Gross Expenses of
84 \$609,285.00, Revenue of \$4,075.00 and Net Expenses of \$605,210.00 pending further
85 review.

86 **Seconded by** Michael Costanzo

87 **In Favor,** Dean Webster, Michael Costanzo, Cindy Bucu, Cathy Gorman and Tony
88 Piemonte.

89 **Motion passes unanimously.**

90

91

92

93 **The Benefits budget 4155 was put on the table for discussion.**

94 Cheryl Eastman is presenting this budget.

95 Cheryl said this budget is a 13% increase due to the 1 part time position going to full
96 time, which is the Recreation Director's position and because the Police Chief removed 2
97 part time positions and created 1 full time position. Cheryl said in regards to the Health
98 Insurance line there would have been a savings to the Town however there were 3
99 employees previously on the health insurance plan that came back to the town's plan
100 once the plan had changed. She said if the same amount of employees stayed on the plan
101 then there would have been a savings. Dean Webster asked how many employees are on
102 the plan and what is the cost per person? Cheryl said there are 13 full time employees on
103 the plan and the cost per person depends on the person's age. She said that last year
104 employee's contribution was 15%, but because the cost of the plan decreased this year
105 the employees are paying a 10% contribution.

106 **Motion by** Tony Piemonte to accept the Benefits budget with Gross Expenses of
107 \$452,260.00, Revenue of \$0.00 and Net Expenses of \$452,260.00 pending further review.

108 **Seconded by** Dean Webster

109 Tony said he made this motion because he feels the Recreation Director's position needs
110 more supporting documentation to support this increase. Dean Webster said he agrees
111 and doesn't feel this should be a full time position. He said they should not be
112 rubberstamping budgets at this point and is willing to cut the budget at any cost. Cindy
113 Buco said it is not known if that position is in the budget under the health insurance and
114 asked Cheryl how this cut would affect this budget or the services to the employees.
115 Cheryl said the NH Retirement lines are contractual agreements and have to be paid as
116 they are based on payroll. She said the Taxes line cannot be changed and the Health
117 Insurance line is also a contractual agreement at this point. She said the employees have
118 been enrolled in this plan since December 1st and she doesn't know what happens other
119 than the BOS would have to find the money somewhere else within the budget. Dean
120 Webster said they need to be the voice of the average taxpayer at this point and they can't
121 keep increasing the budgets. He said the \$16,000.00 Health Insurance benefit is a lot to
122 offer for one employee. Cindy Buco said you need to take the position into consideration
123 and feels that the Recreation Director's position is in the non-essential category given the

124 roll of the position. Dean also stated the younger demographics are changing and the
125 census is decreasing as well and a full time position should not have been created. Cathy
126 Gorman said she agrees and feels that more research should have been done and she will
127 hold her opinion until the Recreation budget is discussed at the next meeting. Michael
128 Costanzo asked Tony how he came up with his figure and Tony said it was the amount
129 the budget was at before the full time position was created. Cathy Gorman said if there is
130 further concern in regards to this budget there is always the Public Hearing and
131 Deliberative Session to discuss it as well.

132 *In Favor*, Dean Webster, Cindy Buco, Cathy Gorman and Tony Piemonte.

133 *Against*, Michael Costanzo.

134 *Motion passes 4-1-0*

135

136 Cheryl Eastman handed out an update to the Finance Director's budget and Cathy
137 Gorman said the Budget Committee will discuss it at the next meeting.

138 Cindy Buco stated that just because the Budget Committee voted to decrease the Benefits
139 budget that doesn't mean it won't be funded another way. Dean Webster said there are
140 alternatives and Cathy Gorman said it will create a good discussion for the BOS on
141 Monday evening.

142

143 **Cathy Gorman asked the Committee to review the minutes of Tuesday, December**
144 **15, 2015.**

145 Cathy Gorman said the day of the meeting should be changed to read Tuesday and not
146 Wednesday.

147 *Motion by* Cathy Gorman to accept the minutes of Tuesday, December 15, 2015 as
148 amended.

149 *Seconded by* Michael Costanzo

150 *In Favor*, Michael Costanzo, Cindy Buco, Cathy Gorman and Tony Piemonte.

151 *Abstain*, Dean Webster

152 *Motion passes 4-0-1*

153

154

155 **Cathy Gorman asked the Committee to review the minutes of Wednesday,**
156 **December 16th.**

157 The minutes of Wednesday, December 16th have been accepted as written.

158

159 **Review of Warrant Articles**

160 Cathy Gorman said Article 1 is the Town Officers and Article 2 does not have a dollar
161 amount to it yet therefore they will not be discussing these tonight.

162

163 Cathy Gorman said they will discuss the Articles this evening but if the Committee feels
164 they need more information to make a decision they will defer the Article to the Public
165 Hearing.

166

167 **Special Warrant Article 3 – Road Improvement Capital Reserve Fund - \$435,000.00**

168 Michael Costanzo asked how much money is in this fund currently. Cindy Buco said she
169 can tell the Committee what she knows, which is this amount will be completing the
170 work that needs to be done on the bridges. She said there are several phases and this
171 would be phase 1. She said even if there are funds in the account it is needed to fund the
172 projects. The consensus of the Committee is to move this article to Public Hearing to
173 have the DPW Director's input.

174

175 **Special Warrant Article 4 – Bridge Capital Reserve Fund - \$100,000.00**

176 Dean Webster asked if there is already money is intended to be spent on a project that is
177 already developed, why is it in a Capital Reserve Fund and not from the budget? Cindy

178 Buco said some of the situations with the bridges are new and some are unexpected.

179 Cindy said the Town Engineer came in and explained the options to the BOS and this is
180 the best option for the least amount of money. Cathy Gorman said they Town sets aside a
181 certain amount of money in the fund each year for long term to continually work on
182 projects.

183 **Motion by** Michael Costanzo that the Budget Committee recommend this warrant article.

184 **Seconded by** Tony Piemonte

185 ***In Favor***, Dean Webster - yes, Michael Costanzo- yes, Cindy Buco- yes, Cathy Gorman-
186 yes and Tony Piemonte - yes.

187 ***Motion passes unanimously.***

188 **The Budget Committee recommends this warrant article 5-0-0**

189

190 **Special Warrant Article 5 – Highway Block Grant - \$156,639.00**

191 ***Motion by*** Dean Webster that the Budget Committee recommend this warrant article.

192 ***Seconded by*** Tony Piemonte

193 ***In Favor***, Dean Webster - yes, Michael Costanzo- yes, Cindy Buco- yes, Cathy Gorman-
194 yes and Tony Piemonte - yes.

195 ***Motion passes unanimously.***

196 **The Budget Committee recommends this warrant article 5-0-0**

197

198 **Special Warrant Article 6 – Fire Equipment and Apparatus Capital Reserve Fund -**
199 **\$100,000.00**

200 Dean Webster said he doesn't know how much is in the account and what it is needed for.
201 Cathy Gorman said they Fire Department is in need of a new fire truck and this is money
202 that will be put aside for that purpose. Cindy Buco confirmed that.

203 ***Motion by*** Michael Costanzo that the Budget Committee recommend this warrant article.

204 ***Seconded by*** Tony Piemonte

205 ***In Favor***, Dean Webster - yes, Michael Costanzo- yes, Cindy Buco- yes, Cathy Gorman-
206 yes and Tony Piemonte - yes.

207 ***Motion passes unanimously.***

208 **The Budget Committee recommends this warrant article 5-0-0**

209

210 **Special Warrant Article 7 – OHD Expendable Trust fund - \$7,000.00**

211 ***Motion by*** Tony Piemonte that the Budget Committee recommend this warrant article.

212 ***Seconded by*** Dean Webster

213 ***In Favor***, Dean Webster - yes, Michael Costanzo- yes, Cindy Buco- yes, Cathy Gorman-
214 yes and Tony Piemonte - yes.

215 ***Motion passes unanimously.***

216 **The Budget Committee recommends this warrant article 5-0-0**

217

218 **Special Warrant Article 8 – Town Disaster Management Expendable Trust Fund -**
219 **\$20,000.00**

220 Dean Webster asked Cindy if this means that there are surplus in budget and it will be put
221 into this account up to \$20,000.00. Cindy said this is a portion of money the Town is
222 receiving and some of it will go into the General Fund and the \$20,000.00 will go into
223 this fund. She said she thinks this fund is just beginning and it can be used for town
224 disasters. Cathy Gorman said if the Committee wants to move this article to the Public
225 Hearing it is ok.

226 **It is the consensus of the Committee to move this article to the Public Hearing.**

227

228 **Special Warrant Article 9 – Revaluation Capital Reserve Fund - \$5,000.00**

229 *Motion by* Tony Piemonte that the Budget Committee recommend this warrant article.

230 *Seconded by* Michael Costanzo

231 *In Favor*, Dean Webster - yes, Michael Costanzo- yes, Cindy Buco- yes, Cathy Gorman-
232 yes and Tony Piemonte - yes.

233 *Motion passes unanimously.*

234 **The Budget Committee recommends this warrant article 5-0-0**

235

236

237 **Special Warrant Article 10 –SSATP Expendable Trust Fund - \$5,000.00**

238 Cathy Gorman said last year they were looking for \$2,500.00 but the amount was reduced
239 because they needed to create this fund first. Cindy Buco said this Committee has
240 already raised money and doesn't it to back into the General Fund. She said this is to
241 secure funding for their program. Dean Webster had several questions such as who did
242 the fundraising and if the committee was just being established. Cindy said the
243 Committee has been established but this trust funds has not yet been created.

244 **The consensus of the Committee is to move this article to the Public Hearing for**
245 **further discussion.**

246

247 **Warrant Article 11 – Library article for the extended day - \$5,800.00**

248 Kirsten Corbett is presenting this article.

249 Kirsten said they are looking at opening the library either from 12 -6 or more likely 2-8.

250 Tony asked if Friday night is busy and Kirsten said it could be if they were open. Cathy

251 Gorman asked if they had surveyed the Town about this and Kirsten said that is why they

252 are putting this on the ballot. Cindy Bucu stated that Article 12 is dependent on Article

253 11, but Article 11 is not dependent on Article 12. Dean Webster asked why article 12

254 talks about 1 additional hour but Article 11 talks about 6 additional hours and Kirsten

255 Corbett said that it will take more than 1 staff person to cover all of the hours. She also

256 said that the 6 hours are covered in Article 11 but they will be making the Assistant

257 Director’s position full time, which makes it easier to move staff around.

258 **Motion by** Tony that the Budget Committee recommend article 11.

259 **Seconded by** Michael Costanzo.

260 **Roll Call**, Dean Webster – no, Michael Costanzo – yes, Cindy Bucu – yes, Cathy

261 Gorman – no and Tony Piemonte – no.

262 **The motion fails, 2-3-0**

263 **The Budget Committee does not recommend this warrant article 2-3-0**

264

265

266 **Warrant Article 12 – Assistant Library Director/Cataloger - \$19,500.00**

267 **Motion by** Tony Piemonte that the Budget Committee recommend this warrant article.

268 **Seconded by** Michael Costanzo.

269 **Roll Call**, Dean Webster – no, Michael Costanzo – no, Cindy Bucu – no, Cathy Gorman

270 – no and Tony Piemonte – no.

271 **The motion fails, 0-5-0**

272 **The Budget Committee does not recommend this warrant article 0-5-0**

273

274 Cathy Gorman said the next meeting will be the Public Hearing on Tuesday, January 12th

275 at 6pm.

276

277

278 Meeting adjourned at 8:30

279

280

281 Respectfully submitted,

282 Sue Reynolds

283