DRAFT 1 Minutes 2 **Budget Committee** 3 Town of Sandown, NH 4 5 Meeting Date: Wednesday, August 24, 2016 6 7 Type of Meeting: Regular Public Meeting 8 Method of Notification: Public Posting – Two locations at Town Hall 9 Meeting Location: Sandown Town Hall, Upper Hall 10 Present: Stephen Brown-Chairman, Michael Costanzo – Vice-chair, Lee Dube, Sue Reynolds, Fran Rosenau, Lorna Walker 11 12 13 Absent: Tom Tombarello (Selectmen's Representative) 14 15 Recording Secretary: Cheryl Eastman 16 17 18 The meeting was called to order by Steve Brown at 7:30. He announced this was an organizational meeting and no budgets would be looked at tonight. Steve reminded the 19 20 Committee that it is not the Budget Committee's job to challenge department heads or 21 question what their employees do. It is to look at the requests from the Department Heads and 22 the supporting back-up information for any increases requested. Steve stated that increases were discussed at Monday's Selectmen's meeting and the Board decided to grant up to 3% 23 24 raises, at the discretion of the department head. 25 26 Cheryl went over the reports given to the Committee. There were examples of a department budget request and a budget report showing the status of the 2016 expenses. The Committee 27 28 would like to see current budget reports at each meeting. 29 30 Sue asked if the Committee will be sending an email to the Department Heads with what we are expecting to see. Steve said he will draft something for the department heads and Cheryl 31 will distribute it. 32 33 34 Steve said he would send reminders to board members of upcoming meetings. 35 There was information regarding an upcoming Budget Workshop that will be in Manchester on 36 September 20. If any members would like to attend, they can let Paula in the Selectmen's 37 Office, or let Cheryl know. The cost of the workshop will be paid by the town. 38 39 attending the workshop will receive the new copy of The Law of Budgeting book. 40 41 Lee questioned the fact that the Recycling budget currently has only 10% remaining.

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The minutes of the June 22, 2016 meeting were tabled because some members had not received them prior to the meeting. Cheryl will confirm e-mail addresses. The next meeting is scheduled for Sept 14, 2016 at 7:30. At 7:57, Steve adjourned the meeting. Respectfully Submitted, Cheryl Eastman