DRAFT
Minutes
Budget Committee
Town of Sandown, NH

5

9

6 Meeting Date: Wednesday, September 21, 2016

7 Type of Meeting: Regular Public Meeting

8 Method of Notification: Public Posting – Two locations at Town Hall

Meeting Location: Sandown Town Hall, Upper Hall

10 Present: Stephen Brown-Chairman, Michael Costanzo – Vice-chair, Lee

Dube, Sue Reynolds, Fran Rosenau, Lorna Walker

111213

Absent: Tom Tombarello (Selectmen's Representative)

14

15 Recording Secretary: Cheryl Eastman

16

17 Steve called the meeting to order at 7:30. The pledge of allegiance was said.

18

20

19 Minutes

Lee made a motion to accept the minutes of September 14, 2016 as written. **Motion seconded** by Michael. All voted in favor. **Motion carried**.

212223

24 25

26

27

28

29

30

31

32

33

34 35

36

37

38

Building Inspector #4241-20

Bob Bogosh presented the budget. The payroll line has been reduced. Now that there are several years of actual to look at it is easier to budget. The payroll expenses are covered by the permit fees. Bob said that there are not many new homes being built in town lately. Lee asked if the revenue is on track to reach the budgeted \$17,000. Bob said the revenues will be a little lower. Steve made a motion to reduce the revenue line to \$15,000. Motion seconded by Sue. Lee asked how much the permit fees are. Bob explained that it depends on what is being built or remodeled. The permit fees can vary widely. New homes are the most costly. This year the number of permits issued will be very close to the number of permits issued last year. All voted in favor. Motion carried. Michael questioned the telephone line that was reduced by the Board of Selectmen. A new, cheaper phone plan has been put in place. Michael made a motion to reduce the telephone line to \$300. Motion seconded by Lee. All voted in favor. **Motion carried**. Michael questioned what is included in the supplies line. Bob said it is made up of forms, permits, and inspection forms. Motion made by Lee to accept the Building Inspection budget #4241-20 with gross expenses of \$9,800, revenue of \$15,000, net expenses of -\$5,200, pending further review. Motion seconded by Sue. All voted in favor. Motion carried.

39 40 41

Page **1** of **3**

Code Enforcement # 4241-21

Bob Bogosh presented this budget. The only line is a stipend that is not based on any fees. **Lee made a motion** to approve the Code Enforcement budget #4241-21 with gross expenses of \$3,650, zero revenue, net expenses of \$3,650, pending further review. **Motion seconded** by Sue. All voted in favor. **Motion carried**.

Electrical Inspection #4241-23

Steve announced that the Committee had reviewed the Electrical Inspectors budget last week because Tom Tombarello was not going to be present tonight. The budget was approved with gross expenses of \$7,100, revenue of \$8,000, and net expenses of -\$900, pending further review.

Septic Inspection #4242

No one was available to address this budget. The payroll line is based on permit fees and has been increased due to projected increases in septic inspections. There was discussion regarding the payroll line in relation to the revenue line. **Michael made a motion** to adjust the payroll line to \$2,850. **Motion seconded** by Lee. Vote was 5 in favor and 1 opposed. **Motion carried**. Lorna questioned what the pumping line is for. Lee explained that if a resident has a septic system that is failing and needs to be pumped but they do not have the funds to do it, this line will be used because it is a health and environmental issue. **Lee made a motion** to accept the Septic Inspection budget, pending a discussion with the septic inspector, with gross expenses of \$3,130, revenue of \$4,000, and net expenses of -\$690, pending further review. **Motion seconded** by Lorna. All voted in favor. **Motion carried**.

Health Officer #4411

Lee questioned the line for Day Care Inspections that has not been expended for the last three years. Why are we still including it? The consensus of the Board was to table this budget until Ed Mencis can come and explain this budget.

Correction to Septic Inspector budget

Steve made a motion to correct the total gross expenses for the Septic Inspector budget to \$3,310, revenue of \$4,000, net expenses of \$-\$690. **Motion seconded** by Lee. All voted in favor. **Motion carried**.

The Board took a 10 minute recess.

Conservation Commission #4619

Brian Butler, Jillian Winmill, Pamela Gaudreau, and Terry Knuuttunen presented this budget. Brian said that the Commission cut back the number of meetings, which reduced the payroll and Environmental Consultant lines. The Conferences line was not spent last year, but they now have a full board and the new members will be attending training conferences. The Ads

Page **2** of **3**

line has not been spent recently, but money needs to be there because of required legal notices if a piece of property is going to be purchased. The Dues line covers the NH Association of Conservation Commissions, which provides a resource for information, answers questions, and helps with grant opportunities. This line is always expended at the end of the year. One grant was received that is paying to install a parking area on Odell Road at the Town Forest that would have cost about \$60,000. The Educational/Awareness line covers the fishing derby, presentations done in conjunction with the Library such as the bobcat presentation, materials for the Old Home Day booth, snowshoe walks, the spooky walk, and other public events. Michael made a motion to accept the Conservation Commission budget with gross expenses of \$8,574, revenue of \$240, and net expenses of \$8,334, pending further review. Motion seconded by Sue. All voted in favor. Motion carried.

Budget Committee Budget Work Session

The Committee agreed to a 3% increase in the payroll line. The seminars line will be \$240 to enable three seats at seminars (Lorna and Sue are planning on attending). The requested budget will be Payroll - \$2,034; Seminars - \$240; Supplies - \$10, which total gross expenses of \$2,284, zero revenue, and net expenses of \$2,284. Steve will attend the Board of Selectmen meeting this coming Monday to present this budget.

Street Lights

Lee asked everyone to look around town at the street lights and determine if they are useful. He said the Budget Committee can fund the budget for only the lights that they think are useful and can ask for the other lights to be turned off.

At 8:30, Steve adjourned the meeting.

Respectfully Submitted,

Cheryl Eastman