1		DRAFT	
2		Minutes	
3		Budget Committee	
4		Town of Sandown, NH	
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7	Meeting Date:	Wednesday, November 29, 2017	
8	Type of Meeting:	Regular Public Meeting	
9	Method of Notification:	Public Posting – Two locations at Town Hall	
10	Meeting Location:	Sandown Town Hall, Upper Hall	
11	Present:	Michael Costanzo, Chairman, Lee Dube, Vice-Chair, Fran Rosenau,	
12		Sue Reynolds, Lorna Walker, Jim Devine, and Steve Brown,	
13	Absent:	Selectmen's Representative	
14 15	Recording Secretary:	Cheryl Eastman	
16	Recording Secretary.	Cheryr Lastman	
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19	Michael called the meeting to order at 7:05. The Pledge of Allegiance was said.		
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21	The Committee reviewed th	e minutes of November 15, 2017. Motion by Lorna to accept the	
22	minutes of November 15, 2017 as written. Motion seconded by Sue. All voted in favor except		
23	Jim who abstained. Motion	carried.	
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25	Library #4550		
26	This budget was presented by Deb Hoadley, Library Director, Peter Stock, Trustee and Treasurer,		
27	Tina Owens, Trustee Co-chair, Diana True, Trustee Chairman, Adrienne Skora, Trustee and		
28	Secretary, Carol Fournier, Trustee, and Patty Sarcione, Bookkeeper. The Library is presenting a		
29	proposed budget of \$352,299. This is an increase of 14% and is completely related to wages and		
30	benefits to change the part time position of cataloger to a full time, exempt position of Assistant		
31	Director and Cataloger. This move is needed to implement changes in the coming year to bring		
32 33	the Library into the 21 st century. Deb plans on increasing the outreach into the community with		
33 34	businesses, schools, and organizations. The newly created position will act as Director when Deb is out in the public away from the Library. The operating costs have remained level. When Deb		
35	came in July, she started looking at the various contracts that were in place and will be		
36	discontinuing some that were not being utilized and re-organizing the budget lines to more		
37	effectively place items in the categories they belong in. Deb also looked at materials and has		
38	shifted to more electronic books because that is where the demand lies and the library cannot		
39	physically hold any more hard copies. Michael asked what feedback the Library trustees received		
40	from the Board of Selectmen on the budget proposal. Deb explained that they had a good		
41	discussion with the Board of Selectmen and asked them to come back with a smaller increase.		
42	The Trustees came back to the Board of Selectmen with a second request of \$332,328.45, which		

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was a 7.92% increase. This was achieved by changing the PT to FT position and any other wage 43 increases for an effective date of July 1 instead of January 1. Michael commended the group for 44 looking to reinvent the library. Deb also explained that they plan on working more with other 45 46 town departments, such as the recent co-sponsored storytelling event with the Recreation Department. Michael asked about the significant bank fees that the library was faced with last 47 48 year. Peter Stock explained that the issue had been resolved with the bank without additional 49 fees. There was a discussion regarding the difference in prices for hard cover books, audio books, and digital books. Digital books are the most expensive, so you get less titles for the same amount 50 51 of money, but that is what people are looking for now. The Trustees said that they are part of a regional cooperative with the Plaistow and Atkinson libraries as well, so people can access all 52 53 three locations. Tina said that the library has held the operating budget to 0% increases for several years, but that is starting to show. The Budget Committee had received several different 54 55 copies of budget proposals and was having a hard time putting all the pieces together. Lee made a motion to table the budget until a revised requested budget is in the standard format for 56 57 comparison. Lorna seconded the motion. The consensus of the Committee was to look at the 58 budget again at the December 6 meeting with the Parks & Recreation budget. Michael 59 commented that the Trustees had admitted that a lot of people don't know what the library can 60 do for them and it is hard to sell that to people who don't know. Deb stated that they have 61 started to increase their presence in the community already and will continue to do so. They 62 have launched a new e-newsletter. Jim questioned why the expenses for bank fees is listed under 63 "other" instead of bank fees. Deb said that she had wanted that to stand out on its own because 64 it is fees associated with direct deposit processing and should be considered a personnel expense. Lee re-stated his **motion** to table action on the Library budget until the December 6 meeting. 65 66 Lorna seconded the re-stated motion. All voted in favor except Michael, who abstained. Motion 67 carried. Lee asked the Trustees what their plan is if the budget is default. Deb said they will have to re-look at how often she can be doing outreach because they must always be at least two 68 69 people at the library. They would have to pick and choose what programs they would offer, but 70 some programming would suffer. Sue asked if the library could accomplish their plan with the 71 proposed 7.92% increase. Deb said yes, but they couldn't do it all if the 4% Board of Selectmen 72 increase passed. The Trustees will do whatever they can with whatever figure is passed. They 73 will do the best they can to bring the library up to modern standards. Diana pointed out that 74 based on the \$332,328 budget, that is only .42 cents on the taxes. The original proposal of \$352,298 would be .44 cents. The 2017 budget is .39 cents, so the difference isn't really very big. 75 76

77 Highway/Sanitation Budgets Review

Artie Genualdo was present and apologized for missing the last meeting he was scheduled to attend.

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81 Highway Facility #4311

82 Artie said that the telephone line is currently spent at \$865 and the Committee had reduced the

- 83 2018 budget to \$850. He explained that is a land line and his cell phone included in that line. Lee
- said the Committee had thought that it was just a land line. Cheryl said the current actuals cover

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through November 10. Lee **made a motion** to adjust the telephone line from \$850 to \$1,000.

86 Motion seconded by Fran. All voted in favor. Motion carried. Lee made a motion to accept the

87 Highway Facility budget #4311 with gross expenses of \$7,600, revenue of zero, and net expenses

- of \$7,600, pending further review. **Motion seconded** by Sue. All voted in favor. **Motion carried**.
- 39 Jim asked why the heating oil line had increased when they are burning used waste oil. Artie
- explained that he tries to use only waste oil, but there are only a handful of people that do repairson the used oil burners and the parts can take a long time to get. Last year the furnace broke
- 91 on the used oil burners and the parts can take a long time to get. Last year the furnace broke 92 down and was down for a month and a half. During that time, he had to use regular heating oil
- 93 that is more expensive.
- 94

95 Highway Operating #4312

Artie said that the Committee had reduced the Tree Removal line to \$5,000. He has no problem 96 97 with that except that if there is a major wind or snow storm and he needs to rent bucket trucks 98 or other large equipment he doesn't have, it can get very costly. The Seminars line was reduced 99 to \$250. This coming year he will need to have two employees recertified as flaggers and another 100 one going for flagging for the first time. He will also have training needs for himself regarding 101 the MS4 Storm-water Management Permit. Lee commented that recertification fees for Highway employees to be used as back-ups at the transfer station should be included in the Recycling 102 103 budget, not the Highway budget. The consensus of the Committee was to leave the seminars at 104 \$250, but add to the Recycling seminars line. Michael asked if Artie was OK with reducing the

- 105 Mandatory House Numbering line to \$1. Artie was.
- 106

107 Recycling #4326

Lee made a motion to adjust the seminars line from \$1,200 to \$1,400. Motion seconded by Sue. 108 109 All voted in favor. Motion carried. Artie said that the reduction in the Disposal line to \$30,000 110 would not be enough. The rates were increased as of July 1, 2017. Artie went through the 111 charges for each type of disposal and the quantity. He projects the total to be around \$46,000. 112 He added that we recently had 80 new families added on Wells Village Road and there will be 113 about 40 more house lots coming soon. Artie is concerned with non-residents using the transfer station at a cost to the taxpayers. He is going to start a new sticker program after the holidays. 114 115 Artie will be the person applying the stickers to cars and he may further require a building permit in order dump construction and demolition items. Lee made a motion to increase the Recycling 116 Disposal line to \$34,000. Motion seconded by Fran. All voted in favor. Motion carried. Lee 117 made a motion to accept the Recycling budget #4326 with gross expenses of \$91,351, revenue 118 of \$18,000, and net expenses of \$73,351, pending further review. Motion seconded by Sue. All 119 120 voted in favor. Motion carried.

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122 Sanitation Operating #4321-29

Artie explained that the waste disposal rates went up to \$63.10 per ton. Bulky waste has gone up to \$74.98 per ton. Artie is going to meet with the Board of Selectmen regarding replacing the

125 compactors. New ones would be able to push a lot more trash together than the old ones, which

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126	will save by having more trash in each load, since there is a set fee for each load removed
127	regardless of the tonnage. Artie is fine with all other aspects of the budgets.
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129	At 8:30, Michael adjourned the meeting.
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133	Minutes respectfully Submitted,
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136	
137	Cheryl Eastman
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