

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

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Meeting Date: Wednesday, October 24, 2018  
Method of Notification: Public Posting – Two locations at Town Hall  
Meeting Location: Sandown Town Hall, Upper Hall  
Present: Sue Reynolds, Lorna Walker, Amanda Knight, David Solomon, and Tom Tombarello, Selectmen’s Representative  
Absent: Fran Rosenau, Steve Finnegan  
Recording Secretary: Cheryl Eastman

Sue called the meeting to order at 6:30. The Pledge of Allegiance was said.

**Review Minutes**

The Committee reviewed the minutes of October 10, 2018. Sue said line 34 should read “change” not “chance”. Tom **made a motion** to accept the minutes of 10-10-18 with that change. **Motion seconded** by Lorna. All voted in favor. **Motion carried.**

**Budget Review**

**Debt Expense – Principle #4711**

Cheryl Eastman presented this budget. She explained that this is the principle payment on the bond for the Minton property. The amount stays the same each year. Sue **made a motion** to accept the Debt Expense-Principle #4711 with gross expenses of \$50,000, revenue of zero, and net expenses of \$50,000, pending further review. **Motion seconded** by Lorna. All voted in favor. **Motion carried.**

**Debt Expense – Interest #4721**

Cheryl presented this budget. She explained this is the interest portion of the bond payment. It reduces each year and cannot be refinanced or paid off early. Tom **made a motion** to accept the Debt Expense Interest #4721 with gross expenses of \$18,396, revenue of zero, and net expenses of \$18,396, pending further review. **Motion seconded** by Sue. All voted in favor. **Motion carried.**

**TAN # 4723**

Cheryl explained that this account is for the interest expense that would be necessary if the town had to borrow money at the end of the year if tax money was not being received in time to meet the town’s financial obligations. Tan stands for Tax Anticipation Notes. Cheryl stated that this hasn’t been used since around 2009 or 2010, but some years it may be necessary, such as

These Minutes are subject to approval at a regularly scheduled Budget Committee meeting at which time the above minutes are corrected or accepted and become permanent.

43 potentially this year since the DRA is late with setting tax rates and the tax bills may not be due  
44 until January. Tom stated that he would like to see more than \$4,000 in this line. He stated this  
45 is not the line we want to shortchange. Lynne Blaisdell stated that the last time the TAN was  
46 used, the actual interest we had to pay was more than the amount that had been budgeted.  
47 Amanda asked why this line shows expenses of \$7,900 in 2017. Tom explained that the Board  
48 of Selectmen had used those funds at the end of the year for another purpose, so it was basically  
49 a budget transfer. The Board of Selectmen has the right to use funds in the operating budget  
50 lines for other lines. Sue said that if the committee wanted to keep this line at \$4,000 she is fine  
51 with that, or the committee could make a note to look at it again at the end of the budget process  
52 and add to it if there is room in the budget. Lorna and Amanda agreed with that. Lorna **made a**  
53 **motion** to accept the TAN #4723 account with gross expenses of \$4,000, revenue of zero, and  
54 net expenses of \$4,000, pending further review. **Motion seconded** by Tom. All voted in favor.  
55 **Motion carried.**

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### 57 **Patriotic Purposes # 4583**

58 Lynne Blaisdell presented this budget. She stated it is for the cost of the fireworks display for Old  
59 Home Day and the purchase of wreaths and flags for the town. She added that she hadn't spend  
60 any of these funds this year for flags because there had been a donation fund for flag purposes  
61 that was used. Since that fund is now depleted, any flag purchases will now come from this line.  
62 Amanda asked why the fireworks is always exactly \$4,500? Lynne explained that the town tells  
63 the fireworks company how much they have available to spend and they create a show for exactly  
64 that amount. Lynne said that there is a warrant article for the Old Home Days event expenses,  
65 but the town has always paid for the actual fireworks. David stated that he would rather see the  
66 fireworks funded through a warrant article or donations, not part of the operating budget. He  
67 feels that fireworks are not something that benefits the masses. If the people who want to attend  
68 paid a couple dollars for the cost, the people that benefit from it would pay for it – not everyone.  
69 David feels that something like bridge repairs are more important for everyone and he would  
70 rather see that in the operating budget. David feels the Old Home Days is a good event, but if  
71 people don't participate, they shouldn't have to pay. He wants to look at what satisfies the most  
72 people. Amanda agreed especially since the dollar amount is more than the amount being  
73 budgeted for TAN, which is more important, but the Old Home Days event is a good event that  
74 brings the town together. Lynne explained why items like the bridge funds are separate from  
75 the operating budget because by law, any funds for Capital Reserve Funds must be voted  
76 separately. Having those funds in a Capital Reserve Fund enables the funds to roll forward year  
77 after year, as opposed to the operating budget where the funds are gone at the end of the year.  
78 Tom said that the Mencis's donate their property for the fireworks and the Police Explorers do  
79 the parking for free and about 1,500 people attended this fall. David commented that more  
80 people do not attend the fireworks than do attend. Everyone who pays taxes is paying for  
81 something used by only a few. Lynne said she would bring these comments back to the Old Home  
82 Days committee. Tom **made a motion** to accept the Patriotic Purposes account #4583 with gross  
83 expenses of \$4,750, zero revenue, and net expenses of \$4,750, pending further review. **Motion**  
84 **seconded** by Sue. Vote was 4-1-0 with David opposed. **Motion carried.**

**85 Community Assistance # 4445**

86 Lynne presented this budget, explaining that it is the welfare budget. This is the one budget that  
87 the town can exceed without prior approval from the DRA. It is a legal requirement that the town  
88 help residents in need, providing they meet eligibility requirements. This budget is the same as  
89 last year. Lynne added that it is difficult to budget for the Community Assistance account because  
90 some years there may be a lot of need for rent and another year there may be more need for  
91 electric, for example. Amanda asked how revenue is received for this budget. Lynne said that  
92 revenue is from the rare instance of someone paying the assistance back when they are back on  
93 their feet, or if a resident owns a property the town can place a lien on their property in the  
94 amount of the assistance given. In that case, when the property sells, the town gets those funds  
95 back. If a property is foreclosed, the town doesn't get the funds back. Lynne further explained  
96 the guidelines and allowable expenses used to calculate eligibility. Tom **made a motion** to accept  
97 the Community Assistance account #4445 with gross expenses of \$ 11,452, revenue of \$300, and  
98 net expenses of \$11,152, pending further review. **Motion seconded** by Lorna. All voted in favor.  
99 **Motion carried.**

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**101 Health and Human Services # 4415**

102 Lynne presented this budget. She explained that these are considered donations to these various  
103 organizations. The Community Assistance budget would be significantly higher if it were not for  
104 these groups. For example, Rockingham Community Action has assisted Sandown residents with  
105 over \$100,000 in assistance last year. We donate \$5,643 to them. Last year the organization  
106 Isaiah 58 NH asked for funds and that was a warrant article. The article failed, but the group still  
107 assisted with several cases in Sandown. Because of all the help Sandown received, Lynne had  
108 approached the Board of Selectmen to ask for some funds for Isaiah 58 NH in 2019 and they  
109 decided to add it to the operating budget. Amanda stated that she voted no on that article last  
110 year because she did not know anything about the organization. Sue stated that she is definitely  
111 for this organization, but because the article failed last year she is concerned with including it in  
112 the operating budget. David agreed, saying that he doesn't want to discredit the organization at  
113 all, but feels that it should be passed in a warrant article before it is included in the operating  
114 budget. There was discussion of partially funding Isaiah 58 NH in the operating budget and ask  
115 for the balance in a warrant article. David wants to see it all in a warrant article and nothing in  
116 the budget because last year about 60% of the voters turned it down. Lorna agreed. Sue **made**  
117 **a motion** to zero out the Isaiah 58 NH line and make a recommendation to the Board of  
118 Selectmen to make it a warrant article. **Motion seconded** by David. Vote was 3-2 with Amanda  
119 and Tom opposed. **Motion carried.** Amanda asked about the Community Health Services of  
120 Greater Derry and why they received no funds in 2017. Lynne explained they are available to  
121 residents who do not have any health insurance. They have doctors, a pharmacy, and counseling  
122 services. They did not receive funds in 2017 because they forgot to submit a request for funds  
123 that year. Lorna **made a motion** to accept the Health & Human Services account #4415 with  
124 gross expenses of \$18,845, revenue of zero, and net expenses of \$18,845, pending further  
125 review. **Motion seconded** by Sue. Amanda asked about the default amount for this line. Lynne  
126 explained that since the Isaiah 58 NH line will be zero, the default amount will show zero and the

127 total bottom line of the default will be re-distributed among the other organizations. Vote was  
128 4-0-1 with Tom abstaining. **Motion carried.** There was some confusion regarding what the prior  
129 vote was and how Amanda wanted to vote. For clarification, Lorna **restated her motion** to accept  
130 the Health & Human Services account #4415 with gross expenses of \$18,845, revenue of zero,  
131 and net expenses of \$18,845, pending further review. **Motion seconded** by Sue. Vote was 3-2-  
132 0 with Amanda and Tom opposed. **Motion carried.**

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#### 134 **Building Inspection # 4241-20**

135 Bob Bogosh presented this budget. He explained the payroll increases are due to the fee changes  
136 that the Board of Selectmen recently approved, effective Jan 1, 2019. Telephone expenses have  
137 been reduced because the town of Danville will split that cost with Sandown since Bob is their  
138 inspector as well. Sue pointed out that the revenue line had also increased due to the increased  
139 permit fees. This is a fee-based budget. Amanda asked who the dues are paid to and why they  
140 are not consistent. Bob said New Hampshire Building Officials Association, and the Code Council.  
141 Some dues are for multiple years and some are yearly. Bob explained that the fees are based on  
142 the square feet of the building and that portion goes to the town. Tom **made a motion** to accept  
143 the Building Inspection account # 4241-20 with gross expenses of \$13,115, revenue of \$23,000,  
144 and net expenses of negative \$9,885, pending further review. **Motion seconded** by Sue. All  
145 voted in favor. **Motion carried.** Sue asked about the software that was reported to the  
146 committee in a Future Needs report from Lynne. Lynne said that it is not included in the 2019  
147 budget but will be looked at next year.

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#### 149 **Electrical Inspection # 4241-23**

150 Tom spoke to this budget. This is the same scenario as the Building Inspection budget with fees  
151 being increased as well as increasing the revenue. This is a fee-based budget as well. Supplies  
152 are construction forms that are split between the other inspectors, and meter stickers. Sue **made**  
153 **a motion** to accept the Electrical Inspection account # 4241-23 with gross expenses of \$10,101,  
154 revenue of \$11,500, and net expenses of negative \$1,399, pending further review. **Motion**  
155 **seconded** by Lorna. Vote was 4-0-1 with Tom abstaining. **Motion carried.**

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#### 157 **Plumbing Inspection #4241-22**

158 Bob Bogosh spoke to this budget. This is the same scenario as the other inspectors – fee-based.  
159 The increase in supplies is for stickers for gas lines. David asked why the payroll line was so high  
160 in 2017. That was the result of the Eagle Ridge apartments, and the increased revenue offset it.  
161 Amanda **made a motion** to accept the Plumbing Inspection account # 4241-22 with gross  
162 expenses of \$9,564, revenue of \$11,000, and net expenses of negative \$1,436, pending further  
163 review. **Motion seconded** by Lorna. All voted in favor. **Motion carried.**

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#### 165 **Septic Inspection #4242**

166 Bob spoke to this budget. This is the same scenario as the other inspectors. The department  
167 request for revenue had been submitted at \$4,000, but when the Board of Selectmen approved  
168 the permit fee increases, the Department Head wanted the revenue increased to \$5,000. The

169 Board of Selectmen approved \$5,000 in revenue. David **made a motion** to accept the Septic  
170 Inspection account #4242 with gross expenses of \$4,960, revenue of \$5,000, and net expenses  
171 of negative \$40, pending further review. **Motion seconded** by Tom. All voted in favor. **Motion**  
172 **carried.**

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174 The next meeting is scheduled for November 7. The budgets to be reviewed are Election &  
175 Registrations – Supervisors, Election & Registration – Moderator, Finance, Treasurer, Assessing,  
176 Tax Collector, Town Clerk, and Budget Committee.

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178 At 7:45, Sue adjourned the meeting.

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Minutes respectfully submitted by

Cheryl Eastman