

DRAFT
Minutes
Budget Committee
Town of Sandown, NH

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- Meeting Date: Wednesday, November 28, 2018
- Method of Notification: Public Posting – Two locations at Town Hall
- Meeting Location: Sandown Town Hall, Upper Hall
- Present: Sue Reynolds, Fran Rosenau, Lorna Walker, Amanda Knight, David Solomon, and Tom Tombarello, Selectmen’s Representative
- Recording Secretary: Cheryl Eastman
- Absent: Steve Finnegan

Sue called the meeting to order at 6:34. The Pledge of Allegiance was said.

Minutes review

The committee reviewed the minutes of 11-14-18. Tom **made a motion** to accept the minutes as written. **Motion seconded** by Lorna. All voted in favor. **Motion carried.**

Budget Review

Highway Facility #4311

Artie Genualdo presented this budget. Amanda asked why only \$64 had been spent so far in the Building Maintenance line. Artie said that the Board of Selectmen had asked Department Heads to curtail spending when they became concerned about the default budget and expenses. This budget is proposed the same as last year. Tom **made a motion** to accept the Highway Facility budget #4311 with gross expenses of \$7,600, revenue of zero, net expenses of \$7,600, pending further review. **Motion seconded** by Fran. All voted in favor. **Motion carried.**

Highway Operating #4312

Artie presented this budget. Tom explained that the Board of Selectmen voted to add \$20,000 to the Plowing line, based on actual history and trends. This does not include any increases in the rates paid to the plow drivers. They have not had an increase in over 5 years and that will need to be looked at next year. Artie commented that the lines for plowing, sand, and salt are whatever they need to be to keep the roads as safe as possible. The Block Grant can be used to cover plowing, but Artie tries to leave that as a last resort if possible. The Block Grant funds are intended for special projects. Because of the default budget this year, there were several planned projects that were not completed. Artie added that there is a Plowing Trust Fund for the purpose of funding extra plowing, but there have not been surplus funds available at the end of the year

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 lately to put in the fund. Artie said that the Tree Removal line has increased even though in 2018
44 he hasn't spent the entire budget. This is due to trying to hold back on expenses, but there are
45 a lot of work that needs to be done with trees that will require a bucket truck, which will need to
46 be hired work. The Paving line has not been spent at all as of this date because the invoice has
47 not been received yet. Most of it will be spent by the end of the year, but some parts of the
48 project are on hold until next spring due to the weather. There was a discussion regarding paving
49 repairs to driveway aprons that Artie does not normally perform. Artie questioned that since a
50 town official had his driveway apron repaired, should he repair everyone's? The Equipment
51 Repair and Maintenance line was increased by the Board of Selectmen by \$1,000 over the \$5,000
52 requested. Tom explained that the equipment is in bad shape and requires a lot of work. He
53 added that Artie does about 99% of the repairs to the equipment, which saves the town a lot of
54 money that otherwise would need to be spent on outside repair vendors. Tom added that there
55 will be warrant articles this year for new equipment for the highway department. The Vehicle
56 Maintenance line was increased by the Board of Selectmen by \$3,000 for the same reason. The
57 Uniform line was increased at the Board of Selectmen's meeting because of a notice of an
58 increase from the vendor. Artie increased his request for the Material line over last year because
59 there have been a lot of heavy rains causing washouts that need to be fixed. He has currently
60 used all his material on hand. The Salt line was increased by the Board of Selectmen over the
61 department request due to actual history and current trending. That line is already overspent
62 this year. Artie said that as more roads are added to be maintained, it requires more salt. The
63 Board of Selectmen added a new line to the budget for 2019 for Consulting and Engineering. The
64 intent of this line is to get the money in the budget so that the preparation and engineering for
65 a following year can be started earlier in the year and hopefully prevent the road work being
66 performed so late in the year and potentially run into weather complications. Jon Goldman
67 explained that in 2019 Artie will still have to wait for town vote in March to see if the budget
68 passes. If it does pass, then in 2020 it will be included in both the proposed operating and the
69 default budget so that on January 1, 2020 Artie can start the process of planning for road work
70 and not have to wait until voting. David stated that he will vote against the budget because of
71 the payroll raises as he previously stated, but he is in favor of the increases in the other lines
72 because we should be budgeting for what we really need. The trending shows more is needed.
73 Sue feels that it is not the Budget Committee's responsibility to agree with the Board of
74 Selectmen, but she agrees with the increases because the trending shows that we have not
75 budgeted enough in the past. We need to get the budget back in line. Sue is not happy with a
76 18% increase in an individual budget, but she will support it. Artie commented that over the
77 years, the department heads were told to cut, cut, cut. But all the expenses go up. This is where
78 we end up. Lorna **made a motion** to increase the Plowing line from 190,000 to 210,000...increase
79 the Equipment Repair and Maintenance line from 5,000 to 6,000...increase the Vehicle
80 Maintenance line from 4,500 to 7,500...increase the Uniform line from 2,570 to 2,800...increase
81 the Salt line from 100,000 to 115,000...increase the Consulting/Engineering line from zero to
82 20,000. This is a total increase of \$59,230 over the department request. **Motion seconded** by
83 Tom. All voted in favor. **Motion carried.** Lorna **made a motion** to accept the Highway Operating
84 budget #4312 with gross expenses of \$736,318, revenue of \$1, net expenses of \$736,317,

85 pending further review. **Motion seconded** by Tom. Vote was Fran, Sue, Lorna, Amanda, and Tom
86 in favor. David opposed. **Motion carried** 5-1-0.

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88 **Sanitation Facility #4321-28**

89 Artie presented this budget. The request is the same as last year. Tom asked if the 3 phases are
90 installed for the compactors, wouldn't it reduce the electricity line? Artie said he was told that
91 they would reduce electricity use by about 30% but he doesn't want to reduce the line yet in case
92 they do not get installed this year. Tom **made a motion** to accept the Sanitation Facility #4321-
93 28 with gross expenses of \$9,464, revenue of zero, net expenses of \$9,464, pending further
94 review. **Motion seconded** by Lorna. All voted in favor. **Motion carried**.

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96 **Sanitation Operating #4321-29**

97 Artie presented this budget. The Equipment Repair and Maintenance line was increased by the
98 Board of Selectmen from 1,500 to 8,700 to cover the 3 phase electric that needs to be installed
99 for the new compactors. David asked about the possibility of making that a separate warrant
100 article. Artie said he would prefer not to because if the warrant article fails, then no means no
101 and we can't do it at all that year. If we end up with a default budget and he can't find the money
102 to purchase them, then we just don't do it for this year. Artie reported that the hauling and waste
103 disposal rates had increased last July. The new compactors are creating less hauling needed, but
104 the rates have increased. Lorna **made a motion** to increase the Supplies line from 1,000 to 1,200
105 and to increase the Equipment Repair and Maintenance line from 1,500 to 8,700. These are total
106 increases of 7,400. **Motion seconded** by Tom. All voted in favor. **Motion carried**. Fran **made a**
107 **motion** to accept the Sanitation Operating budget #4321-29 with gross expenses of \$375,031,
108 revenue of \$18,000, net expenses of \$357,031, pending further review. **Motion seconded** by
109 Sue. Vote was Fran, Sue, Lorna, Amanda, and Tom in favor. David opposed. **Motion carried** by
110 a vote of 5-1-0.

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112 **Sanitation Site #4325**

113 Artie presented this budget. The request increased by 1,000 over last year because Artie wants
114 to purchase some more concrete blocks to create another bin for glass. Currently we co-mingle
115 everything except cans because he can sell them. He wants to also separate the glass and
116 hopefully sell it. Fran **made a motion** to accept the Sanitation Site budget #4325 with gross
117 expenses of \$3,000, revenue of \$1, net expenses of \$3,000, pending further review. **Motion**
118 **seconded** by Tom. All voted in favor. **Motion carried**.

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120 **Recycling #4326**

121 Artie presented this budget. He explained that the Seminars line has increased because every
122 employee at the Transfer Station needs to be re-certified every year and in 2018 there were some
123 classes for free. Artie is not sure that will happen again in 2019. The Disposal line had been
124 increased by the Board of Selectmen from the requested \$33,000 to \$40,000 due to history and
125 trending patterns. David said that he would like to see that line increased to \$45,000 because
126 this year our actual expenses are almost at \$40,000 to date. David **made a motion** to increase

127 the Disposal line to \$45,000 from the requested \$33,000. **Motion seconded** by Tom. Vote was
128 Sue, Lorna, David, Amanda, and Tom in favor. Fran opposed. **Motion carried** by vote of 5-1-0.
129 David said he would also like to see the Hauling line be increased to \$65,000. There was
130 discussion regarding an amount from 62,000 to 65,000. Artie commented that there have been
131 large housing projects in town recently that have added a lot of families and more trash. David
132 **made a motion** to increase the Hauling line from \$55,000 to \$65,000. **Motion seconded** by Tom.
133 Vote was Sue, Lorna, David, Amanda, and Tom in favor. Fran opposed. **Motion carried** by vote
134 of 5-1-0. Tom **made a motion** to accept the Recycling budget #4326 with gross expenses of
135 \$111,351, revenue of \$18,000, net expenses of \$93,351, pending further review. **Motion**
136 **seconded** by David. All voted in favor. **Motion carried.**

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138 The next meeting will be Wednesday, December 5th. The budgets to be reviewed are Planning,
139 Zoning Board, Conservation, Parks & Recreation, Summer and Special Recreation, and Recreation
140 Building. The date for the public hearing on the budget will be discussed next week as well.

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142 At 7:30 Sue adjourned the meeting.

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Minutes respectfully submitted by

Cheryl Eastman