

1 **DRAFT**
2 **Minutes**
3 **Budget Committee**
4 **Town of Sandown, NH**
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8 Meeting Date: Wednesday, December 12, 2018
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10 Method of Notification: Public Posting – Two locations at Town Hall
11 Meeting Location: Sandown Town Hall, Upper Hall
12 Present: Sue Reynolds, Chair, Steve Finnegan, Vice-Chair, Fran Rosenau,
13 Lorna Walker, Amanda Knight, David Solomon, and Tom
14 Tombarello, Selectmen's Representative
15 Recording Secretary: Cheryl Eastman
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18 Sue called the meeting to order at 6:35. The Pledge of Allegiance was said.
19

20 **Review of Minutes**

21 The committee reviewed the minutes from December 6, 2018. Lorna **made a motion** to accept
22 the minutes of 12/6/18 as written. **Motion seconded** by Fran. All voted in favor. **Motion carried.**
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24 **Fire # 4220**

25 Chief Bill Tapley, Deputy Chief Dennis Giangregorio, and Deputy Chief Mike Devine presented this
26 budget. Amanda asked about the payroll and the Chief Reimbursement lines. Bill explained the
27 payroll line is for the Chief's wages and the reimbursement line is to cover uniform costs, mileage
28 in the Chief's personal vehicle, and any other incurred costs. The Engineers Reimbursement line
29 is to pay a stipend to 6 of the 7 Engineers (The Chief is an engineer but not included in this
30 reimbursement). Bill explained the Engineers alternate a week as duty officer which means
31 covering calls, handling burn permits, etc. The Engineers reimbursement line has been increased
32 from \$9,000 to \$12,000 because the Chief is requiring them to do a little more. The Fire fighter
33 Reimbursement line has been increased as well because call volume is up. There are 37 fire
34 fighters and they are paid per call, per meeting attended, and training. The Detail
35 Reimbursement line is to pay if a fire detail is needed for a large gathering. If so, the revenue is
36 received to offset the expense. Lorna asked why the training line went down. Bill explained that
37 when the grant for the breathing apparatus was received, it included funds for training as well.
38 David asked about inspection for the ladder truck. Bill said that all ladders have to be inspected
39 annually, both the ladder truck ladder and all ground ladders and hoses as well. Lorna asked
40 about the cost of oil changes for the vehicles. Bill said they have 10 vehicles and most of them
41 have about 10 gallons of oil each. The New Equipment line increased because new radios are
42 needed. Our radios are now 15 years old and obsolete. Bill is trying to replace 5 radios each year

43 to spread out the cost. The new radios connect to the new air packs with blue tooth and make
44 communication much clearer. Lorna questioned the forest fire line. Bill said that if there is a
45 brush fire and other departments are called in, that line covers paying them. That line can also
46 be used to match available grants. Tom **made a motion** to accept the Fire budget #4220 with
47 gross expenses of \$161,703, revenue of \$100, net expenses of \$161,603, pending further review.
48 **Motion seconded** by Steve. Vote was 6 – 1 – 0 with David opposed. **Motion carried.**

49
50 Sue said that after the last meeting, the Budget Committee talked about re-visiting some budgets
51 to look for possible reductions since the budget is currently at 9.44% increase. She added that
52 after tonight's meeting, she will e-mail department heads and let them know the committee will
53 be looking at their budgets again at the public hearing so that department heads can be present
54 to discuss their budgets.

55
Rescue #4215

56 Chief Bill Tapley, EMS Captain Jon Goldman, and Deputy Chief Mike Devine presented this
57 budget. Jon explained that the stipend is paid to 17 EMT's based on the call volume. The Health
58 line is to pay for vaccinations or other health care needs for the responders. David asked if the
59 training line was going to be spent this year. Jon said that this year there was no one that needed
60 recertification training for EMT's. There are two in classes right now. Equipment Maintenance
61 covers the contract costs for all the AED cardiac monitors in town, including the rescue vehicles,
62 all the government buildings, and the police cruisers. Steve asked if Parkland reimburses us for
63 medications we purchase for the ambulance. Jon explained that there is a MOU that says
64 Parkland will supply the medications, but if there are shortages Jon purchases what they need
65 from their own vendor with no reimbursement. David asked about revenue and why we haven't
66 received any yet this year. Jon said that no one had been transported so far this year. In past
67 years some transports were done, but funds are not always received. Sue **made a motion** to
68 increase the Stipend line to \$34,000. **Motion seconded** by Tom. Vote was 6 – 1 – 0 with David
69 opposed. **Motion carried.** Lorna **made a motion** to accept the Rescue budget #4215 with gross
70 expenses of \$51,650, revenue of zero, net expenses of \$51,650, pending further review. **Motion**
71 **seconded** by Steve. Vote was 6 – 1 – 0 with David opposed. **Motion carried.**

72
Library #4550

73 Deb Hoadley, Library Director, and Tina Owens, Diana True, Peter Stock, and Carol Fournier,
74 Library Trustees presented this budget. Deb explained that their original budget proposal was a
75 6.4% increase. The Board of Selectmen approved a 3% increase. That budget includes the part
76 time position going to an exempt position. David asked about the reduction in the Books, Mags,
77 Audio line. Deb said the Library Trustees can move funds around within their budget. The library
78 is at a critical point in needing to do something with the staff to be able to accomplish what they
79 want. Deb explained the library has a Fines account that can be used to pay for materials for a
80 short term if needed. It is not by law allowed to be continually used for that purpose, but for one
81 year it can be. The Trustees stressed that staffing is critical now and therefore they are willing to
82 make adjustment and sacrifices. The full time position will start April 1 and can still happen even

85 in a default budget. David said that he wouldn't want to see things like books and technology
86 items be reduced because some residents depend on the library technology. Steve asked about
87 the increases in the benefits and NHRS lines. Deb explained the increases are a result of going
88 from one employee with benefits to two. David asked if the outreach programs they talk about
89 are happening in the schools and if so, aren't some of the town tax dollars bleeding into the
90 school. Deb said these are after school programs at the school and holding them at the school
91 reduces the need for transportation to get the kids to the library. Deb added that she recently
92 learned that there will be buses from all the schools that will stop at the library, which will enable
93 more programs at the library. She added that there is a space issue at the library building, which
94 is why there have been several events held at the town hall this year as well. The Trustees would
95 prefer to run all the programs at the library, but there just isn't enough space. Tina said that
96 63% of residents in Sandown have a library card and last year there were over 23,000 interactions
97 with the library, either in person, online, or through Facebook. Deb explained the Co-op of the
98 libraries in Sandown, Atkinson, and Plaistow and how that brings more choices to all the residents
99 for materials. Sue asked about the other funds the library has available to offset costs. Deb said
100 the Friends of the Library have a fund mainly for programming, Fines account for materials, and
101 the copier account to offset the copy costs. Sue **made a motion** to approve the Library budget
102 #4550 with gross expenses of \$335,334 (4.5% increase), revenue of zero, net expenses of
103 \$335,334, pending further review. **Motion seconded** by Fran. Tom commented that Monday
104 night he voted for a 3% increase in this budget. Vote was 4 – 3 – 0 with David, Steve, and Tom
105 opposed. **Motion carried.**

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107 **Discussion of Budget in Progress Status**

108 The committee discussed approaches to reducing the budget. The consensus was to look at the
109 following budgets in more detail: Town Clerk, Police, Highway Facility, Sanitation Facility,
110 Sanitation Operating, Sanitation Site, Recycling, Parks & Recreation, Summer & Special
111 Recreation, Patriotic Purposes, Tan Note, and Fire. Sue asked what the goal of the committee is
112 for an increase amount. Lorna said that a 3% increase is not realistic because the payroll increase
113 itself was 3% and is in almost every budget. David doesn't have a specific number in mind, but
114 he wants to make sure the needs are met. As an example, if we cut sanitation again, we will be
115 chasing the problem again next year. He added that almost \$50,000 in raises and over \$10,000
116 in stipends have been approved. For one year he would like to see zero payroll increases and get
117 everything else up to speed. The next year raises can be addressed. David wonders how we can
118 catch up. Tom said zero for raises is tough on morale. Tom said maybe instead of 3%, do a 1%
119 or 2%. David understands the morale issues with no pay raises, but there is something to be said
120 for filling other needs. It can make your job more enjoyable if you have what you need to do the
121 job. Tom said we also need to look at the building infrastructure. Amanda feels the majority of
122 the increases is going to the physical needs such as trash, roads, buildings and not as much to
123 payroll. Changing the payroll amounts will not make up the difference that we are looking for.
124 David feels a change in payroll will help to fund the increase in the sanitation and recycle budgets
125 that have been \$10,000 to \$15,000 behind every year. Lorna stated that a 3% raise is not
126 necessarily seen by the employees because the other costs for insurances, for example, have

127 increased as well. David said ignoring the physical aspects of this town any longer is a dangerous
128 proposition. He said it is not a personal slight, but he wants to make sure the physical part of the
129 town is taken care of too. Steve said the amount of money that this town takes to operate is not
130 very high. He is concerned if we don't give the great people who work in this town something to
131 keep them here, it will cost us down the line. Steve cannot accept a 9% increase. He feels that
132 there are opportunities to look at the budgets and bring it down to 6% by going through them
133 line by line. David said he knows what the employees bring to the table. If he runs his business
134 by increasing his employees pay, but not maintaining the equipment, the business will not last
135 very long. We need to take care of DPW and the vehicles they have, it will cost us this year. Steve
136 agrees that there are ways to take care of the equipment such as plows, trucks, roads. We can
137 look at these budgets and accomplish both, taking care of our people and taking care of our
138 infrastructure with a 6% increase. David and Fran disagree. Fran doesn't see any place to cut
139 \$100,000 and still have the infrastructure and the raises. We may have to cut a percent off
140 everything. Sue is not in favor of reducing the raises. She feels there are other places in the
141 budget to cut. Maybe gradually bring up some of the budgets that the Committee has increased
142 instead of all in one year. If that is the case, she would run again for Budget Committee to ensure
143 that happens over the next three years. In addition to the operating budget, there will also be
144 warrant articles to consider.

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146 At 8:33, Sue adjourned the meeting.
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150 Minutes respectfully submitted by
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153 Cheryl Eastman
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