

Budget Committee Minutes
August 10, 2016
Town Hall

Members present: David Curry (Chairman), Ellen Phillips, Catherine Orlowicz, Terry Jarvis, David Shagoury, and David Bickford (BOS Representative)

Absent: Tony Bonnano, & Copple Crown Representative

In attendance: Dot Veisel, David Swenson (Selectman), Scott Kinmond (Town Administrator), Jennifer Nadeau (Administration), Greg Anthes (Selectman)

Call to Order: Chairman Curry called the meeting to order at 7:01 p.m.

Minutes:

Minutes were reviewed and some changes made.

Ms. Orlowicz made a motion to approve the Minutes of May 4, 2016 as amended. Seconded by Ms. Jarvis. Vote 5-0-1 with Ms. Phillips abstaining as she was not present at the meeting of 5/4/2016.

General discussion of Copple Crown Representative and the Committee's responsibility to the tax payers of the Village District. TA Kinmond mentioned that the Committee has no authority or jurisdiction to force a member of the district to attend the Budget Meetings. Chairman Curry gave deadline of January, when the Town budget is completed, before the Public Hearing of the Budget or the 1st Quarter 2017 review. Ms. Orlowicz mentioned the printing of the Town Report timeline and that they may miss the deadline of printing if they wait. Ms. Jarvis noted that the Tax Rate setting process may be held up if the Village District does not submit their documentation to the DRA in a timely manner.

Quarterly Budget Review:

TA Kinmond noted that the reports submitted to the Committee were in a different format to be able to clean up and add data in a more accurate and detailed way. Accounts that have been zeroed out can be removed from this report. Supporting documentation was explained. He mentioned that the Workers Comp line has only been expended at 50% at this time but we are expecting that it will be paid fully by third quarter. General discussion on line items that are over expended at this point and some account movements from CRFs that will be taking place by the Trustees of the Trust Funds.

Elections and Registrations accounts overage, wages and overtime discussed and TA Kinmond explained that the Town Clerk usage was greatly increased because there was no Deputy at the time.

General discussion on overage expenditures in all Disability accounts. It was explained by TA Kinmond that they were budgeted for only the Long Term Disability Plan coverage and dropping the Short Term coverage which did not come to fruition until after the first two quarters.

Discussion on Fuel usage and postage not being charged. Both accounts need further review and additional reporting.

Overall budget is in good shape through the 2nd Quarter.

Next Budget Committee Meeting will be October 19th 2016 7:00pm.

Motion by Ms. Jarvis to adjourn the meeting. Seconded by Ms. Orlowicz. Vote 6-0.

QUESTIONS TO BE ANSWERED:

Respectfully submitted,

Jennifer Nadeau
Finance and Administration

Account #	Acct. Description	Question
4152-10-116	REA Town Forester	Is all current use work completed?
	ANSWER	Current use applications come in throughout the year. The Town Forester bills us once annually to cover all of his time for Current Use and Timber Harvest Applications. Last year he billed us at the end of December and we anticipate that to be the case again this year.
4196-10-525	Property& Liability Ins.	Do to the 2016 litigation do we know what the 2017 rates are going to be?
	ANSWER	Primex will be giving up the new 2017 P&L rates mid November with our expectation that they will be significantly higher since we are no longer in a Cap Agreement. To be proactive, Scott has gone out to get another P&L quote from Davis and Towle Insurance.

4220	Fire Department Budget	Where did the money for the SCBA masks come from? How much was spent on them?
	ANSWER 6/17/2016	10 masks were replaced at the end of last year 2015. Additional steps will be taken to replace straps or regulators at the end of this year with any budget surplus. The air tanks will need replacement 2020 we will be looking at any grants available to assist with the total replacement of all air packs. PETE
4290-20-620	EM Supplies & Food	Said to be for "Rehab." What was the declared emergency & when did it occur?
	ANSWER	This was "stock" supply purchases of trail mix, bars, beef jerky, etc.