

Budget Committee
Meeting Minutes
May 8, 2017

Present:

Chair- Rob Glassett, William Cote, JP Morrison, John Sellers, Betsy Schneider, Dave Carr, Bob Emerson, Janet Cavanagh, and Joseph Caristi.

Absent: Ashley Dollof, Scott Sanschagrin, and Wayne Anderson.

Others Present: Les Dion, and Walter Waring.

Call to Order: Committee Chair Rob Glassett called the meeting to order at 6:30pm.

Review of Minutes: Betsey Schneider motioned to change April 10th meeting minutes under "New Business" line item 4196-80 to read line item 4196-480, John Sellers second. Change will be made. John Sellers motioned to approve meeting minutes for April 10th and Bill Cote second. 8-0

Correspondence: Rob Glassett passed out letter to committee from the Library. Rob also passed around to the committee some upcoming seminars that the members may be interested in.

Old Business: John Sellers asked if Rob and or JP looked into the overage of \$20,000 for line item 4196-480. Rob spoke with Nik Coates regarding this and was explained that a few years back Mike and Melanie changed the fiscal year insurance payments to coincide with the Insurance Company's fiscal year so payment was made for half a year. Betsey Schneider was concerned with this because she had spoken with Water/Sewer Department head, she said that every year a transfer is made out of their budget into the general fund for their Insurance which is under the town policy and thinks this transfer was never made because it is the exact amount of the overage. Rob will speak with Nik Coates regarding and see what they can find out.

John Sellers and Betsy Schneider asked if Rob and JP had asked about the check that was appropriated for \$34,262.00 for the police cruiser before the cruiser was even bought. JP explained that the check had been on hold and that they are looking into which cruiser to take out of rotation and use for the town car. A few committee members asked if the town should look into paying mileage vs. upkeep of older vehicle and insurance needed for this vehicle, would and could be an option. JP said they could just buy a simple car instead of keeping older cruiser with high mileage for the town car but the advantage would be that there is a police radio already installed.

Budget Committee Schedule 2017-2018: Schedule looked good to the committee, June and July meetings will take place unless further notice.

New Business:

Review and Adopt By-Laws: Bill Cote would like to make an amendment to remove some words from paragraph B, page 3, section 5. Rob Glassett asked if Bill could just write how he would like this to read and he will present this at the next meeting.

Motion to table by-laws until June meeting made by John Sellers and second by Bob Emerson. 9-0

John Sellers questioned line item expenditures 4150-395 under Accounting Services which was over budget by 112%, this was budgeted for \$5,000 and \$10,633.75 was spent, Rob Glassett will get more information on this.

John Sellers also questioned line item 4194-660 for Town Car under General Government, which was over budget by 140%, budget was \$700. but \$1682. was spent. It was asked if this was used for repairs, it was also asked who is responsible for checking up on these items. Members feel that the town car should be used for town use and police vehicles used for police business and if police are using town car then repairs should be coming out of their budget. JP Morrison will look into this.

John Sellers also had a question under Economic Development were it is budgeted for Tri County, Grafton Seniors etc., about 6-8 of them listed, when does this money go out to this programs. It was stated by Les Dion that the committee most likely has not received a bill or invoice for services and also could be billed halfway through the year.

Prospective Committee Members: Rob Glassett presented a letter of intent by Walter Waring to be the thirteenth member of budget committee. John Sellers asked that this be tabled until next meeting because of ongoing legal case, he feels there could be a potential new vote depending how case turns out. Janet Cavanaugh asked if not moving forward with vote tonight does this hold up the budget committee from moving forward, the answer was no. Betsy Schneider made motion to take voting off table second by Bob Emerson. 9-0

Motion made to vote to except Walter Waring as thirteenth member of Budget Committee by Joe Caristi second by Bob Emerson. 6-0-3

Member Comments: The committee will hold the June 12th meeting to complete the by-laws.

Dave Carr suggested that Rob Glassett have the individual department heads come to the summer meetings to discuss their upcoming budgets so the committee can get a head start on the winter agenda. John Sellers suggested that maybe 4-5 committee members meet with the department heads at their offices and then report back to Budget Committee.

John Sellers would like to have Excel back for committee to use rather than PDF program, he feels PDF is not up to standard and is a disservice to the town and the committee. Rob Glassett asked if this would make it easier on the board to go back to Excel. He will speak with Nik Coates.

Select Board Comments: None

Adjournment: Betsy Schneider moved to adjourn, second by Bob Emerson. 9-0

Respectfully submitted,
Gail Sarto, Minute Taker

