

Budget Committee Meeting  
April 20, 2016

Attendance: Jane Cirone, Walter Wasson, Katherine Post Philip Pomerleau.  
Lowell Weeks, Martha Hurd-Call, and Ellen Kasprzyk were absent.

Meeting opened at 6:35 pm

The minutes of the last meeting were read and accepted - vote 4 – 0 unanimous.

Gordon Billington, Town Manager, also stopped by to thank the Budget Committee for our time and efforts. He said it's been very helpful to the Town Councilors to have the citizen review. He also clarified some of the answers Jane Cirone had received (see below).

Jane Cirone provided answers to the questions we posed during the last two meetings.

1. Turnout gear has been ordered, but not received yet. The funds remaining in the FY16 budget are expected to be spent prior to June 30, 2016.
2. Town employee vacation time carryover is limited to two weeks each year. The Town Manager may approved additional vacation time carryover on a case-by-case basis, if requested in writing with very good reason.
3. The Watchic Lake water testing has been done by the Watchic Lake Association in prior years.
4. The Tax Research Abstractor duties include paralegal research at the Registry of Deeds, two or three times per year. This includes researching property deeds, tax liens, foreclosures, etc.
5. The Grant Writer is being used this year by the Recreation Department to apply for matching funds in the development of Memorial Park.
6. MMA dues are paid in June of each year.
7. All Town phones are bundled with an AT&T contract. The varying costs between departments are because different departments have different needs.

Budget Review of Departments still outstanding from previous meetings:

Assessing:

Motion made and seconded to reduce Contractual to \$16,450 – vote 4 – 0 – unanimous.

Motion made and seconded to accept this section as amended – vote 4 – 0 unanimous.

Code Enforcement:

There was discussion regarding the Watchic Lake testing and it was decided to leave this item alone for this year.

Motion made and seconded to accept this section as presented – vote 4 – 0 unanimous.

General Administration:

There was discussion regarding the Town Manager's vehicle replacement. Motion made and seconded to adjust the Town Managers car allowance to \$2,750 which will increase Salaries to \$139,198. The car allowance for the Town Manager will reimburse him for using his own vehicle after the electric car lease is up – vote 4 – 0 unanimous. Motion made and seconded to reduce Fuels and Maintenance (under Equipment Maintenance) to \$50 to cover the one month of

electric car use vote. This will reduce Equipment Maintenance total to \$46,758 - vote – 4 – 0 unanimous.

Motion made and seconded to reduce Training to \$990 – vote 4 – 0 unanimous.

Motion made and seconded to accept this section as amended – vote 6 – 0 unanimous.

Planning:

Motion made and seconded to re-open this section and add the Grant Writer allowance back in at \$3,000 – vote – 4 – 0 unanimous.

Motion made and seconded to accept this section as amended – vote 4 – 0 unanimous.

Revenues:

Motion made and seconded to reduce Marriage Permits to \$3,500 – vote 4 – 0 unanimous.

Motion made and seconded to reduce Cable TV to \$128,222 – vote 4 – 0 unanimous.

Motion made and seconded to accept this section as amended – vote 4 – 0 – unanimous.

Chairperson Jane Cirone will write up the Budget Committee's recommendations for presentation to the Town Council at their workshop meeting scheduled for Tuesday, April 26, 2016.

A motion was made and seconded to adjourn at 7:52.

Respectfully Submitted,

Katherine Post  
Secretary