

**Approved  
Budget Committee Meeting Minutes  
October 20, 2009**

**Attendees:** Chairman Ann Tierno, Carla Penfield, Kim Byrd, Allyn Chivers, Judith Szot, Selectmen's Rep. Carleton Robie, School Rep. Melissa Madden, Erin Asselin

**Absent:** None

**Chairman Ann Tierno called the meeting to order at 7:03 pm.**

**Old Business**

- BC Applicant, Craig Sandler, addressed the Board. BC followed with questions. Judith Szot made a motion to appoint Mr. Sandler to the open position. Melissa seconded the motion. Vote was taken and it was unanimous to appoint Mr. Sandler to the position.
- Review and approved prior meeting minutes.
- Lyn Chivers informed the Board that they could meet in the Reference Room of the Smyth Library for the November 3<sup>rd</sup> BC Meeting.
- Chairman Tierno reminded the Board when reviewing the budget; do not speak of individuals but just positions. Also, try to focus on the budget itself and not on any extraneous things that may be happening that are not related to the budget.
- Chairman Tierno split the members into 2 groups. Group (A) will discuss: Tax Collector, Emergency Management, Elections, Town Clerk, and Parks & Recreation. Group (B) will discuss the Fire Department & Forestry, Building Inspector, Health, and Cemetery. Following the discussion, both groups will discuss each department further, and add any additional questions they may have, **(Questions attached)**.

**Other Business - none**

**Motion to adjourn at 8:50 pm. All were in favor      Recorded by M.Phillips**

## **Tax Collector**

1. What do Membership Fees cover?

## **Emergency Management**

1. Why do we need Fit Testing?
2. Do we plan to do Fit Testing this year?
3. What is Contamination Equipment?
4. What are Photo ID supplies?
5. Why not a warrant article?

## **Elections** – no questions

## **Town Clerk**

1. Are the hours reduced?
2. E-Reg Internet?
3. What is the E-Reg cost to the town? More on-line should result in less number of hours in office. If so, do we still have the need for a Deputy?
4. Conference expense & mileage? How much is each expense?
5. Can Conference Expense & Mileage be broken down?
6. Do we need Conferences?

## **Parks & Recreation**

1. What is Old Home Day Prep?

## **Other Culture & Recreation**

1. Why did they break out the department from Parks & Rec.?
2. Why summer rec supplies?

## **Fire Department & Forestry**

1. Why are we paying more than other area towns for protective clothing?
2. What is the life cycle of the protective clothing?
3. More information on the Water Supply. Why it has not been used in the last 3 years and what is their intention with the water supply line.
4. Why is the Fire Equipment Maintenance proposed budget \$7,000.00 when only \$220.29 has been expensed?
5. Why is the proposed budget for Truck Fuel up \$900.00 when fuel costs have gone down?
6. What is the plan for informational mailings?
7. Why is there such a large increase in the telephone expense?
8. What is the training policy with the volunteers? What does the town get back?
9. Why is the Medical Evaluations line so high when in the past we have not spent nearly that amount?
10. Why is there limited spending on Fire Prevention.
11. Regarding the Fire Equipment line how often is it necessary to replace hoses, nozzles, axes, etc?
12. What is the impact to the town if this budget is reduced by 2% or more?

## **Building Inspector**

1. What clothing items are you intending to buy under the clothing allowance?
2. How many inspections, permits, etc. has there been this year?

## **Health Officer** – no questions

## **Cemetery**

1. Is it possible to reduce the budget by \$4,000.00?
2. \$3,500.00 in improvements spent. Is another \$3,500.00 necessary?