

**Approved
Budget Committee Meeting Minutes
October 22, 2009**

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

Absent: None

Chairman Ann Tierno called the meeting to order at 7:04 pm

Old Business

- Welcome to new BC Member Craig Sandler.
- Chairman Tierno split the members into 2 groups to discuss individual departments. They will regroup and continue discussion with questions to ask the Department Heads. **(Questions attached)**.
- All of the voting members of the board signed the certificate verifying Craig Sandler's appointment to the Budget Committee.
- Ann brought to the attention of the Board that Summer Rec was removed from Parks & Recreation and moved under Other Culture and Recreation.

Motion to Adjourn at 9:00 pm. All were in favor.

Recorded by Mary Phillips

Animal Control

1. Why wage increase?
2. How are wages calculated?
3. Is it possible to compensate when Animal Control Officer works?
4. How many calls?

Police Department

1. Explain Matrix.
2. Why are Secretarial Wages increased?
3. Why so much overtime? What is it for?
4. How many full-time/part-time Officers?
5. Salary of newest hire – chart w/ Officer & Salaries. (Without names).
6. Why is telephone so high?
7. Why is computer expense so high?
8. Why is there an increase in uniforms?
9. Explain Special Police Officer and Special Detail Wages. Hourly rate increased? If so, who gets the increase?
10. Why request \$22,000.00 for fuel when \$8,300.00 was spent?
11. Why request \$2,500.00 for ammunition when \$216.00 was spent?
12. Is it necessary to budget for Booking Area improvements?
13. Why is Police Equipment so much? What is it needed for?

14. New Cruiser?? WHY? How many miles put on each year?

15. Is it possible to move Police Equipment line to Maintenance line so repair of vehicles can be done rather than replacing sooner?

Town Officers Expenses

1. Office Wages – who is covered, why an increase, is everyone getting one? Is anyone getting a COLA?
2. Explain Equipment Maintenance increase?
3. Why are Potential ADA Requirements necessary?
4. Who is covered under Retirement?
5. Why is proposed budget so high for Telephone?

Animal Control

1. Why is there a wage increase? How are wages calculated?
2. What is Seminars and Training for?
3. How many calls were made?
4. Why is the Kennel Costs Budget so high when none was spent?
5. What is Mileage Expense for when you have a vehicle?

Conservation

1. Why an increase in Wages & Administration?

Highway Department

1. What is the difference between asphalt maintenance and patching?
2. Has there been a salt increase?

3. Why is there such a large increase in the Asphalt Maintenance and the Winter Payroll?
4. Why over budget on grading & patching?

Solid Waste

1. Why the need to hire a PT Person?
2. Is Communication telephone? Also, why the need for Internet service.
3. What are plans for “trash talk” and other printing costs?
4. Is the floor sealed each year? How long does it last?
5. Explain new account lines.

Welfare

1. Why is there an increase in the stipend when this is a new person?
2. Why has the stipend not decrease when the position no longer includes Health?
3. Why is there such an increase in the Telephone Line? Does this include the cell phone?
4. Approximately how many hours a week are worked?
5. Job description.
6. How many calls were handled? How many families?
7. What does mileage include?

Direct Assistance

1. How many families/individuals are being serviced through Direct Assistance?
2. Why such a substantial increase in the proposed budget?
3. Why was Direct Assistance removed from the Welfare Department?

Town Building Expenses

1. Explain what the plans are for Building Maintenance?
2. What was done at the Old Library?