

Present: Robert Fisher, Donna Murphy, Rosanne Adams, Phil Lytle, Bill Jacques

Absent: Rebecca Davis (excused), Edward Strong (excused)

Also present: Dana Lee (Town Manager), Robert Pomerleau

Vice-chair Phil Lytle welcomed the Town Manager who talked about his recent memo concerning his role regarding communications between committees, boards, commissions and Department heads and handed out the memo which members reviewed. He said he plans to attend budget meetings and that any questions we have he will take to the proper department and get the answers. It was explained to him the object of our Budget Review Sheets and the gathering of explanations from department heads concerning budget items which he seemed to think was a good idea.

Phil Lytle reported that Ed Strong had been informed that Rebecca Davis would not be here and so there was no way to SKYPE him into the meeting. He said he would watch the video and submit any comments/questions for the next meeting.

Selectmen are intending on a joint meeting on February 25th at 5:30 pm to make up for the cancelled meeting of the 5th.

BUSINESS

1. Comparison budgets – 2013/14 and 2014/15: Donna Murphy offered to work with Rebecca Davis to get the final budget numbers for each department, looking at what the voted amounts were on last year's warrant as we attempt to stay within the LD1 limit (estimated) Dana Lee offered to try and get the estimated LD1 figures for this year from the Assistant Treasurer. Dana reported that the General Government Spreadsheet should be ready this week and he will make sure the Budget Committee gets a copy.

2. Outstanding questions for each department : The committee compiled questions which the Town Manager will submit to the appropriate department – DPW, Library, Treasurer – as per the procedure outlined by the Town Manager. (resulting answers attached to these minutes)

DPW

- Concerns about the amount designated for Safety Training. Doesn't the training fall under the responsibility of the department head? Dana mentioned that he has training materials he has used with other towns and he will talk with Joel about them in the hope that it might reduce cost to the town
- Was it proper to use DOT monies to fund part of the paving study?
- What are the plans for the \$34,500 FEMA monies the department received this year? Dana stated that they were considering using monies to purchase a replacement truck from SAD#35. - \$18,000
- \$26,750 was approved for culvert repairs to those at Frost Hill, Brixham and Depot Roads. How much was actually spent? And why wasn't Depot Road done? [BOS meeting 7/18/13]
- Striping costs keep rising. It was reported that done twice then it could be skipped a year. What is planned for the \$21,000 proposed? Why the continued great rise?
- Striping roads – what is or is there a state law regarding what roads have to be striped? Concern that striping is being done that is not necessary.

- Guard Rails [20-75] Why the great increase? Which ones need replacing? Which are critical?
- Explain, in writing, the pros/cons of salt vs sand usage. (Costs for salt have risen)

LIBRARY

- Last year received a \$65,000 gift but it is not reflected in the submitted financial sheet

GENERAL

- Mobil Phones – having one plan for all the phones needs to be investigated. Dana Lee said Hirst is looking at this and it is also on his radar to get to that issue.

Dana Lee said that his plans for the budget process, going forward (next year) is to have all the budgets delivered at the same time to make it a smoother process. The Town Manager would then prepare the budget in consultation with department heads, submit it to the Selectmen who will then take into consideration the Budget Committee recommendations prior to the Selectmen finalizing the budget and presenting to the town.

Members of the public in attendance expressed concern about having a timeline for the budget process and sticking to it; that it has been over a year since the people of the town voted \$60,000 to move the CDS and it hasn't happened yet. Might be a good time to take another hard look at what is really needed; that there is a level of mistrust between the government of the town and the people because of things that have been done. The Town Manager was asked to look at the Sick Leave Reserve fund and how this fund is applied (use of lose?) and better management of vacation time.

Meeting adjourned at 8:25 PM

Next Meeting: February 25, 2014, 5:30pm. This will be a joint meeting with BOS to discuss Boards and Committee's budgets.

Respectfully Submitted by



Rosanne Adams, Recording Sec.

Date Approved: 2-25-14