



Present – Rebecca Davis, Donna Murphy, Bill Jacques, Robert Fisher, Rosanne Adams, Edward Strong (via SKYPE)

Absent – Phil Lytle (excused – attending another meeting)

Meeting opened at 6:39pm.

### BUSINESS

1. MINUTES of March 25<sup>th</sup> – MOTION by Fisher, 2<sup>nd</sup> Murphy to accept the March 25, 2014 minutes as written. VOTE: 4-0, Chair and Strong concur.
2. MINUTES of March 28<sup>th</sup> - MOTION by Fisher, 2<sup>nd</sup> Jacques to accept the March 28, 2014 minutes as written. VOTE: 4-0, Chair and Strong concur.
3. MINUTES of April 1<sup>st</sup> - MOTION by Murphy, 2<sup>nd</sup> Jacques to accept the April 1, 2014 minutes as corrected. VOTE: 4-0, Chair and Strong concur.
4. MINUTES of April 8<sup>th</sup> - MOTION by Fisher, 2<sup>nd</sup> Murphy to accept the March 25, 2014 minutes as corrected. VOTE: 4-0, Chair and Strong concur.
5. Discussion of Administration and Community Service Budgets:
  - Bob suggested that Mr. Lee (Town Manager) be invited to the next meeting to attempt to resolve the questions we have. It was AGREED to compile some questions and invite him to our meeting.
6. The Chair passed out a spreadsheet from the town office (attached) showing the amounts in the budget last year of what was requested, the amounts after the LD1 cuts were made and this year's requests. Ed noted that the print outs of the employee pay rates are not matching. AGREED - to ask for a spreadsheet showing all employees and their current rates of pay.
8. Administrative Budget Review: The Committee went down through the budget lines:
  - Salary – not all employees got a 3% increase. Donna will work on adjusting the figures to get a number on what the 3% would amount to in the budget.
  - 03-01 – AGREED to reduce by \$895
  - 03-05 – AGREED to leave but request a breakdown of expenses.
  - 05-05 – AGREED to reduce by \$2500 which was the Town Manager's recommendation. Amount budgeted now is \$7000.
  - The Chair questioned the effect reductions have on the departments. Discussion continued about what the approach should be going forward – to go over our recommendations with the Town Manager or each committee member work independently and then come together to make the reductions. AGREED we will set the time for meeting with the Town Manager at 5:30pm.
  - The Chair presented a list of questions which she had and added to it member's questions. AGREED the Chair will send the compiled questions to committee members before sending to the Town Manager.

Meeting adjourned at 9:14PM

Respectfully Submitted by,

  
Rosanne Adams, Recording Sec.

Date Approved: 4-29-2014