

## **Sanbornton Municipal Budget Committee**

**Meeting Date and Time:** Monday May 22 2017, Sanbornton Town Offices

Present: Selectmen Representative Karen Ober, Craig Davis, Earl Leighton, Justin Barriault

Absent: John Vorel, Craig Weisman, Chair Ralph Rathjen

Earl Leighton stood in for Ralph Rathjen as Chair and called the meeting to order at 7:27 pm. All in attendance recited the Pledge of Allegiance.

**Approval of draft minutes of 4/04** – Earl Leighton made a motion to approve the draft minutes of 4/04. Craig Davis seconded the motion and the motion passed unanimously.

### **New Business**

- a. Discussion of meeting dates** – All members agreed that the meeting dates outlined in the minutes of 4/04 are satisfactory. Earl Leighton suggested an extra meeting on **August 21<sup>st</sup> at 7:00** to discuss what should be on the agenda for the September 11<sup>th</sup> meeting with the BOS. All members were in agreement.
- b. Discussion of snow date for public hearing** – The Budget Committee agreed on **Tuesday, February 13<sup>th</sup>** as a snow date for the public hearing in 2018.
- c. Selection of Capital Improvements Program Committee representative** – Craig Davis suggested Justin Barriault be the CIPC representative from the Budget Committee, and noted that Justin's knowledge of trucking will be helpful for the Highway Department's capital requests. All members were in agreement.
- a. Selection of Pay Matrix Study Committee representative** – Craig Davis stated that he was on the previous Pay Matrix Study Committee and would be interested in being on it again. Selectman Karen Ober stated that it would be helpful to have a previous member on the committee again, and all members were in agreement.
- b. Review of FY17 year-to-date expenditures** – The Committee reviewed this past fiscal year's expenditures from all departments through April 30<sup>th</sup>. Craig Davis noted that some of the line items that are slightly overspent will be a wash, if those departments slightly underspend in other areas through June 30<sup>th</sup>. Larger overages from the following areas were discussed:

**Planning Board** – Earl Leighton asked why advertising was overspent, and Selectman Ober responded that this is due to ads for Eversource tree-trimming on scenic roads that has not yet been reimbursed.

**General Gov't Buildings** – Selectman Ober explained that the overage for Repairs & Maintenance is for the painting of the Library exterior which has not been reimbursed.

**Fire Dept** – Emergency Medical Supplies is overspent but this will be reimbursed, said Selectman Ober.

**Highway Dept** – Craig Davis suggested that the underspend funds in the Overtime line be moved to Hired Trucking next budget cycle. Selectman Ober reminded the Committee that the Highway Department was also down two employees this past year, which may skew the numbers. Earl Leighton also suggested using funds for hired trucking versus hiring employees and stated that he felt the snow removal subcontractors did an excellent job this past winter.

**Police** – Craig Davis stated that he will be speaking with the Police Chief about the extra police cruiser which the Chief said is used for detail. Earl Leighton stated that the pick-up truck could be used for detail as it is mainly used in the winter. Selectman Ober explained that the Police Department is understaffed and the State Police are essentially on call between the hours of 2:00 and 6:00am. Craig Davis stated that he would like to see this arrangement in writing instead of it just being a verbal agreement. He also suggested there may be a cost savings in using neighboring towns such as Tilton for mutual aid rather than hiring officers. Justin Barriault mentioned that this may not work because Sanbornton pays a lowery salary for Police than any neighboring town. Earl Leighton feels that there could be just three \$50k salaried Sanbornton officers that bring their cruisers home with them and take alternate shifts so that all hours are still covered.

### **Old Business**

- a. **Discussion and charges of Departmental Assignments** – Each member will begin working on their departmental assignments as outlined at the last meeting.

### **Other Business**

- a. **Discussion of Town Policies** – Earl Leighton stated that he reviewed the Town policy regarding “Interfering with Town Business” and feels that it should be mandatory rather than optional for the interfering person to be asked to cease operation by a department head or Selectman. He stated this would decrease the liability for the Town.

**Meeting adjourned at 8:30.** The next meeting is scheduled for **Monday, August 21<sup>st</sup> at 7:00.**

Respectfully Submitted,

Audry Barriault, Budget Committee Secretary