

Town of Effingham
Budget Committee
August 02, 2016

Present: Paul Bartoswicz, Jim Morris, Leo Racine, Dave Strauss & Mellisa Seamans.

Excused: Mike Pilkovsky

Select Board Present: L. Edwards

Other(s) Present: Admin Claudia Lamphier, Office Asst. Sheryl Feirrick

1. Meeting.		Called to order 7:25 p.m.
2. Approval	Motion	Approved minutes of 06/07/2016. Majority approved
3. Budget Committee.	Review/ Discussion	Budget to Actual spreadsheet line items dated 8/02/16. Noted addition of percentages for each expense. 4153 Legal It was noted the amount spent (76%) with approx. 60% expected. Question if this amount was sufficient for the caseload. Office Asst. covered Marist expense as the major cost. Noted that this and Welfare have no cap so \$ can be moved as needed. 4902 Vehicles Noted that the \$232K from mini-pumper would be added back due to last year's carry over. 4220 Fire/Rescue Noted training over budget. Select Board (SB) member stated he thought the new truck training and certifications (3 recently) were the issue. SB member noted chief can move line item funding as needed. It was suggested the mileage line item could possibly be less. 4323 Repairs & Maintenance Question about being over budget and causes. SB member detailed some of the work. It was suggested that some of the transfer/recycling capital funds could be used to offset the cost overrun. General Noted that software support for three departments (4140, 4150 & 4200) were above the expected 60% or over budget. Discussion with Office Asst. determined that some charges might be hardware not software. She will look into this and also noted that software support is a once a year fee not a monthly charge.

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3. Budget Committee. Continued	Review/ Discussion	4611.2 Conservation commission Noted that this was over budget and a discussion ensued on how to interpret the line item as info was lacking. It was determined the Conservation commission has a separate fund that would cover budget overruns.
	Motion	General Suggested more detail was needed to determine cost overruns. This addition would allow the committee to better understand items that exceed the expected percentage expended. Provide an end of month report (quick books to excel) detailing items that exceed the expected percentage expended by 10%. It was noted by Admin. that her office could not support this report.
	Amended Motion	A monthly spread sheet to committee chair detailing items that exceed the expected percentage expended by 10% whom will provide to budget members to highlight problem areas. Chair will then provide to Admin. for additional details. Information should be compiled for the next scheduled budget meeting.
	Review/ Discussion	Majority approved Chair noted the bottom line of the overall budget was within expectations.
	Other business	Agreed to hold an October 11, 2016 meeting.
Adjournment		Adjourned at 8:25 p.m.
Next Meeting	October 11, 2016 6:45 p.m.	Review Budget to Actual spreadsheet and any other business which may arise.