

Town of Effingham  
Budget Committee  
November 22, 2016

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

Excused:

Select Board Present Lawrence Edwards

Other(s) Present: (Fire) Randy Burbank, (ZBA) Mike Cahalane, (Plan) Joanna Bull, Mike Cahalane, (Hist) Elaine Chick, Sandy Flynn, Erik Jones, (Conservation) Emelyn Albert.

1. Meeting		Called to order 6:45 p.m.
2. Approval	Motion	Approved minutes of 11/15/16.  Majority approved
3. Planning Board Budget	Discussion	<p>Planning Representative (PR) was asked to justify the \$1000 increase. The PR covered reasons for needing legal counsel separate from towns counsel. The costs for capital improvement plan work/replacement and for recording secretary were discussed. Professional services such as grants, legal and survey would be desired.</p> <p>Question regarding dues. PR stated the dues are paid to Lakes Region Planning. She also covered how the budgeted amounts are expended and the dues increase. It is expected that one or two warrant article hearings will be next year.</p> <p>Question on the increase affecting the town legal line. PR responded that the board infrequently uses the town legal counsel and they would not expect a noticeable reduction.</p> <p>Question why the trust fund which is over \$14,000 could not cover the desired Professional services. The trust fund is authorized to be expended by the Select Board and a request to the board for disbursement would be required.</p> <p>PR was in favor of using the trust fund for this purpose.</p> <p>Question on wage line item. PR responded it covered the recording secretary and meeting minute's taker.</p>
	Motion	To amend the proposed budget from \$6055 to \$5055.
		Majority approved
	Motion	To accept amended budget
		Majority approved



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<p>6. Historic District Commission Budget</p>	<p>Motion</p>	<p>To accept budget for discussion</p> <p>Seconded</p>
	<p>Discussion</p>	<p>Historic District Representative (HDR) was asked to discuss the proposed budget which has a \$1445 increase. HDR stated that past budgets did not accurately reflect the required amounts. The expected postage and printing is greater than 50% of the prior year's budget. Trying to accurately predict the public hearings is a hard science as the number fluctuates year to year.</p> <p>Question on service the Historic District provides. HDR detailed the districts regulations and procedures.</p> <p>Question if it was required to have a Historic District Commission. HDR responded that by state rule if our town did not have one the duties would fall on the planning board.</p> <p>Question on the need of a laptop. HDR covered the usage of digital files for the commission. Alternate methods were suggested for providing storage.</p> <p>Question concerning travel for training. HDR stated four people are on the board with one vacancy. Three members have attended training this year and felt the five trips requested might not be required next year.</p> <p>Question concerning existing savings account amount. HDR replied the account currently has \$504.60. The commission will be transferring the balance to the town to cover 2016 budget overruns.</p>
	<p>Motion</p>	<p>To amend the proposed budget from \$1945 to \$1145.</p> <p>Majority approved</p>
	<p>Motion</p>	<p>To accept amended budget</p> <p>Majority approved</p>

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7. ZBA budget	<p>Motion</p> <p>Discussion</p> <p>Motion</p> <p>Motion</p>	<p>To accept budget for discussion</p> <p>Seconded</p> <p>ZBA Representative (ZBA) was asked to discuss the proposed budget which has a \$0 increase. ZBA covered the fact the recording secretary was leaving and would need a replacement. He also discussed the fact a line item in the budget for professional services would be desired.</p> <p>Question on adding a line item to the budget that the ZBA board had already approved. After discussion it was determined that the line could be added for \$1.</p> <p>To amend the proposed budget from \$2140 to \$2141 adding a new line item for professional services at \$1.</p> <p>Majority approved</p> <p>To accept amended budget</p> <p>Majority approved</p>
8. General	Discussion	<p>Fire Chief noted that he has submitted a grant for \$186,550 of which if approved the town cost would be \$8,883. This is for equipment replacement such as Self Contained Breathing Apparatus's.</p> <p>It was discussed this would best be funded from the Capital reserve fund via a warrant article.</p>
9. Budget Committee	Discussion	<p>Covered the Budget to Actual numbers and overages. It was noted legal was 240% over budget. The road budget was noted to be over budget but final numbers were needed.</p> <p>Select Board member covered the overall road budget and felt it was not over budget but a current balance sheet was needed to confirm this.</p> <p>Question on Select Board Representative on Committee. It was determined research was needed and subject would be discussed at next meeting.</p>
Adjournment		Adjourned at 8:08 p.m.
Next Meeting	November 29, 2016 6:45 p.m.	<p>Police, Dog officer, Supervisor of the check list, Trustee of the trust fund budgets will be discussed.</p> <p>Any other business which may arise.</p>