

Town of Effingham
Budget Committee
October 03, 2017

Present: Jim Morris, Paul Bartoswicz, Dave Strauss, Mellisa Seamans & Jory Augenti

Excused: Leo Racine

Absent:

Select Board (SB) Present: John Meisner (Budget Rep.)

Other(s) Present: Admin Claudia Lamphier. Tax collector/clerk Deanna Amaral, Celine Bergeron, Michelle Mills. Supervisor of chk list Cheryle Feirick. Treasurer Laurie Caldwell.

1. Meeting		Called to order 6:30 p.m.
2. Approval	Motion	Approve minutes of 9/26/17. Second Majority approved
3. Budget Committee	Discussion	Chair asked Select Board (SB) Rep. if the board had a formal reply from the Budget Committee letter dated April 18, 2017. SB Rep. stated a formal reply had not been done. He did note that the SB had agreed to a cost of living of up to 2% of the consumer price index. Additionally the merit raise would be no greater than \$1 when warranted. He added that the November budgets will be ready for review. Chair inquired if the SB had reviewed any of the budgets the BC would review tonight. SB Rep. stated that none of these had been reviewed by the SB prior to our meeting.
4. Town Clerk budget	Motion Discussion Motion Motion Vote:	To accept the \$33,765 budget for discussion. Second Noted that Salary increase was to train a new employee part time in anticipation of a retirement at the end of 2018. A \$3,430 increase. Question on salary for new employee once existing employee leaves. Deanna detailed the expectations. To accept budget as submitted. Second Jim M- Recuse /Paul B-yes/Dave S-yes/Mellisa S-yes Jory A-yes/John M-yes Motion passes 5-0
5. Tax Collector budget	Motion Discussion	To accept the \$33,209 budget for discussion. Second Deanna stated the revenue collection is about the same as last year. Noted that Salary increase was to train a new employee part time in anticipation of a retirement at the end of 2018. A \$2,794 increase.

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5. Tax Collector budget continued	<p>Motion</p> <p>Motion Vote:</p>	<p>To accept budget as submitted. Second</p> <p>Jim M- Recuse /Paul B-yes/Dave S-yes/Mellisa S-yes Jory A-yes/John M-yes</p> <p>Motion passes 5-0</p>
6. Supervisor of the check list budget	<p>Motion</p> <p>Discussion</p> <p>Motion</p> <p>Motion Vote:</p>	<p>To accept the \$2,200 budget for discussion. Second</p> <p>Noted the budget decreased \$330.</p> <p>Question on software updates for the laptop purchased last year. Cheryle stated that the computer is linked to the state and all updates are provided by them.</p> <p>To accept budget as submitted. Second</p> <p>Jim M- yes /Paul B-yes/Dave S-yes/Mellisa S-yes Jory A-yes/John M-yes</p> <p>Motion passes 6-0</p>
7. Treasurer budget	<p>Motion</p> <p>Discussion</p> <p>Motion</p> <p>Motion Vote:</p>	<p>To accept the \$4,700 budget for discussion. Second</p> <p>Noted no budget increase was requested.</p> <p>Question to inform the BC on the Treasurer duties, Laurie stated signing of town checks, town revenue book reviews and reviewing the check balance are some the duties.</p> <p>To accept budget as submitted. Second</p> <p>Jim M-yes/Paul B-yes/Dave S-yes/ Mellisa S-yes/Jory A-yes/John M-yes</p> <p>Motion passes 6-0</p>
8. Budget Committee	Budget to Actual review	<p>4415 Health Agencies & Hospitals. Question on payments, Town Admin. (TA) covered the payment schedule.</p> <p>4520 Parks and Recreation Question on payment, TA covered the payment schedule. Question on agreement with Ossipee and documentation of the agreement. Mellisa noted that Ossipee had stated they we in the process of trying to provide a copy of the agreement. Additionally she noted Ossipee was tracking our town numbers for future reference.</p>

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8. Budget Committee continued	Budget to Actual review	<p>4915 Transfer to Trust Funds Question on payment, TA covered the payment schedule.</p> <p>4901 Capital Outlay Questioned the addition of 4903 Twn hall/Library fire protection in the Capital Outlay line item (\$6,000). This inflates the bottom line \$6,000 more than what was appropriated at the town meeting. TA will look into this item and move or remove it.</p>
	Discussion	<p>Question to SB Rep. on the unspent funds and where they stand. SB Rep. covered what funds can be carried over to next year and provided details of Elm and Steven road projects.</p>
Adjournment	Motion	<p>To Adjourn. Second Majority approved Adjourned at 6:59 p.m.</p>
Next Meeting	October 10, 2017 6:30 p.m.	<p>Fire department, Emergency Mgmt and Fire Warden will be discussed. Any other business which may arise.</p>