

TOWN OF SALISBURY

Budget Committee Business Meeting Summary

May 8, 2017

Marcia Murphy, Chair	Present	Sandy Miller	Present
Ralph Downes, Vice Chair	Present	Salvatore Morgani	Absent
Dave Merwin	Present	Jason Hood	Present
Nancy Hayden	Present	Ken Ross-Raymond, Selectman Ex-Officio	Present
Sara (Sally) Jones	Present	Margaret Warren, Town Administrator	Present
Bill MacDuffie, Sr.	Present	April Rollins, Municipal Secretary	Present

Other Selectmen Present: Pete Ballou

General Public Present: None

Handouts for Meeting:

- 2017 Proposed Budget & Revenue figures through 4/30/2017
- 2017 Meeting Schedule with Department Heads
- Memo from the Selectmen Re: 2018 Budget Preparation

Chair Murphy opened the meeting at 7:00 p.m.

Welcome to new & returning Members - The Budget Committee welcomed the two newly elected members, Nancy Hayden and Jason Hood.

Election Of Officers - Bill MacDuffie made a **motion** to appoint Marcia Murphy Chairman of the Budget Committee. Sandy Miller **seconded** the motion and the **motion passed unanimously**. David Merwin made a **motion** to appoint Ralph Downes as the Vice Chairman of the Budget Committee. Bill MacDuffie **seconded** the motion and the **motion passed unanimously**.

Review & Approve Minutes of February 13, 2017 – Selectman Ross-Raymond made a **motion** to approve the meeting minutes of February 13, 2017 without corrections. Vice Chair Downes **seconded** the motion. The **motion passed unanimously**.

Discussion of the Budget Committee's Member's goals, recommendations or concerns for the 2017/2018 budget year - Sally Jones stated she feels the committee did very well last year with raises and keeping everyone level and agrees with the recommended 2% increase for this year. Vice Chair Downes stated he feels that if department heads can figure out how to give the increase within their current budget then great, go ahead. Sandy Miller stated she doesn't feel the 2% increase should be automatic. Selectman Ross-Raymond replied that is how it has been done for a number of years and we have done a good job with the budget but we need to establish hourly rates for new hires, for both elected and appointed positions. Sandy Miller asked if the vacant Treasurer's position would be decreased? Selectman Ross-Raymond replied the stipend is so small that the pay probably will not change. Sandy Miller suggested making changes before someone else is hired. David Merwin asked how raises are given, are they token or merit? Selectman Ross-Raymond replied mostly token but evaluations are given and should have an impact. Selectman Ross-Raymond stated the Town needs to come up with a schedule of salaries because we have never had one, some people agree with some of the salaries because the person has been in the position for thirty years but others argue that is the current salary, which is why the person is taking the position. Sandy Miller asked how often the employee evaluations are given? Selectman Ross-Raymond replied annually, which is

not a big task due to the number of employees. Selectman Ross-Raymond stated the Town has a wage schedule from the NH Municipal Association and the positions vary.

Update of Selectmen's Issues – Selectman Ross-Raymond reported the Town's new website is still a work in progress. Chair Murphy asked about the Fire Department's tanker. Selectman Ross-Raymond replied Valley has closed its doors and the Fire Chief is working with the Town's Attorney plus two other companies to try and get it finished. Selectman Ross-Raymond stated they are still unsure on the delivery date but the tanker will be received at whatever completion it is at and the Town will need to sign a release agreement. The body is partially completed at \$28K total with \$6K in parts and the Town hopes to have \$60K of the funds returned but we are not one hundred percent sure. Selectman Ross-Raymond noted worst case would be if we do not get any of the funds returned then the Town will need to go to the NH Department of Revenue to request money from the general fund. Dave Merwin requested the Selectmen discuss repairing the lattice work at the Town Hall because it is an eye sore. Selectman Ross-Raymond replied he would discuss this at the next Selectmen's meeting.

Other Business

Chair Murphy provided an update on the last meeting of the School District's Finance Committee.

Budget Committee's next meeting – Monday, June 12, 2017 at 7 p.m. at the Academy Hall (upstairs).

Vice Chair Downes made a motion to adjourn at 7:27 p.m. Sandy Miller seconded the motion and the motion passed unanimously.

Respectfully submitted,
April Rollins, Municipal Secretary