

**Salisbury Budget Committee**  
**Approved Meeting Minutes**  
**December 19, 2022**

A meeting of the Salisbury Budget Committee was held on Monday, December 19, 2022 at 7:00 p.m. at Academy Hall.

Jason Hood, Chairman (2024)	Present	Marcia Murphy, Vice Chair (2023)	Present
David Kelly (2024)	Present	Bill MacDuffie, Sr. (2022)	Present
Jennifer Hoyt (2023)	Present	David Croft (2024)	Absent
Eric Swendsen (2025)	Present	Kevin O'Neill (2025)	Present
Brett Walker, Selectman (2022)	Present	Jeff Blanchard (2022)	Present
April Rollins, Town Administrator	Present	Jennifer King, Recording Secretary	Present

Several members of the public were in attendance.  
Jocelyn Kelly and one other attended via Zoom.

Chair Hood called the meeting to order at 7:00 p.m.

**OLD BUSINESS**

Approve Minutes

Chair Hood **motioned** to approve the draft meeting minutes from the Budget Committee meeting of November 14, 2022.

Dave Kelly **seconded** the motion which passed successfully.

**AGENDA ITEMS**

Department Budget Review

The Budget Committee reviewed the proposed budgets of the following departments:

**4150-25: Misc/Volunteer Appreciation (Financial Administration section)**

Brett Walker said that he had suggested adding \$500 to this budget to fund Volunteer Appreciation Day. It is a cost the the Selectmen have funded a portion of in the past, but it is more of a town expense, so they are looking to increase this line for next year.

Bill McDuffie Sr. **motioned** that they accept this revised line item at \$1,500. David Kelly **seconded** the motion which passed successfully with 1 (Murphy) opposed.

#### **4150-40 - Assessing**

Brett Walker said they put Assessing services out to bid, and the winning bid came in at \$15,000, so this is increasing by \$1,000 over last year. Discussion occurred regarding this line item.

Brett Walker **motioned** that they accept this line item at \$15,000. Bill McDuffie Sr. **seconded** the motion which passed successfully.

#### **4194-10 - GB Grounds Maintenance/Mowing**

TA Rollins increased this line by \$1,000 to \$7,500.

Jeff Blanchard **motioned** that they accept this line item at \$7,500.

Jennifer Hoyt **seconded** the motion which passed successfully.

#### **4215-07- AMB Outside Ambulance Service & Billing**

Still waiting on figures for this line item.

Discussion occurred regarding the history of their ambulance service and the current trends of surrounding areas.

#### **4910-34 Highway Projects - W. Salisbury Road (Capital Budget Item)**

They are reclaiming a portion of this road. This is scheduled in their Capital Improvements Program. Discussion occurred regarding the Highway Block Grant as well.

Brett Walker **motioned** that they accept this item at \$236,000.

David Kelly **seconded** this motion which passed successfully.

#### **5507-04 1996 CRF Land Acquisitions:**

Brett Walker stated that the BoS want to make this line \$152,517 and reduce the 5507-04 1974 Highway Equipment line to \$0.

Brett Walker said that the Highway Advisory Committee submitted their report to the Selectmen. They've reaffirmed their previous position that their current situation will not last forever. They're looking at having to make changes within 5-6 years and will need to make necessary preparations financially. They are

looking at the costs of obtaining equipment (preliminary estimate \$800K), land and buildings. Discussion occurred regarding the procedures related to managing the Capital Reserve Fund as well as the challenges of finding a suitable piece of land to purchase. Estimated impact on the tax rate is \$0.41 per thousand. This plan will put the town in a good position in 5 years to purchase the equipment they need.

Eric Swendsen asked how many additional taxpayers have been added to the town. TA Rollins answered that there were 12 new homes last year and she expects this year to be comparable. Brett Walker said it is really the make-up of those homes that determines their impact on the tax rate.

### Salary Discussion

Kevin O'Neill asked about the issue regarding the library salaries and why the request from the library to increase their salary line the same as other departments (an 8.93% increase) was rejected.

Brett Walker said they could easily offer those increases with the budget that was approved.

Discussion occurred regarding the issue of the library salaries and the reason for the rejected request.

Chair Hood feels that they have responsibilities to the town as well as to the employees that are in conflict. He cannot find data to support an 8.93% increase. He would like to suggest an increase more in the range of 6-6.5% for town employees (instead of the 8.93%). He feels that this would be better than what most places are offering. He understands that it does not make up for increased prices across the board, but they are facing a lot of increases as a town.

Eric Swendsen feels that 4% is more of a win-win in terms of balancing the interests of the taxpayers and the employees.

Brett Walker said that he feels they've done a good job at keeping things level. An increase of 4% would be a slap in the face. He is also concerned about the possibility of having to replace people. He asks that the election workers are left out of any proposal to reduce the proposed salaries.

Jeff Blanchard doesn't know where the 8.93% came from to begin with, and he feels that wage increases should be based upon other factors than CPI.

Bill McDuffie Sr. said there have been many many years where there were no raises at all. He is more in support of merit-based increases.

Chair Hood said that incentive pay should not be excluded from increases.

Jeff Blanchard **motioned** that they change the salary increase from 8.93% to 6.5%.

Chair Hood **seconded** the motion which passed successfully with 1 opposed (Walker).

The Budget Committee reviewed the salaries of each department and made adjustments:

4130-10: Chair Hood **motioned** that they set the Town Administrator salary at \$74,923. Eric Swendsen **seconded** the motion which passed successfully.

4130-15: Eric Swendsen **motioned** that they set the Municipal Assistant salary at \$21,044. David Kelly **seconded** the motion which passed successfully.

4130-20: Jennifer Hoyt **motioned** that they set the Recording/Municipal salary at \$1,598. Eric Swendsen **seconded** the motion which passed successfully.

4130-25: Chair Hood **motioned** that they set the Bookkeeper salary at \$12,627. David Kelly **seconded** the motion which passed successfully.

4140-05: Chair Hood **motioned** that they set the Town Clerk salary at \$22,853. David Kelly **seconded** the motion which passed successfully with 1 (Hoyt) abstention.

4140-10: Chair Hood **motioned** that they set the Deputy Town Clerk salary at \$1,330. Kevin O'Neill **seconded** the motion which passed successfully with 1 (Hoyt) abstention.

4149-45: Chair Hood **motioned** that they set the Tax Collector salary at \$19,251. David Kelly **seconded** the motion which passed successfully.

4150-37: Chair Hood **motioned** that they set the Town Website salary at \$3,221. David Kelly **seconded** the motion which passed successfully.

4150-75: Chair Hood **motioned** that they set the Treasurer salary at \$4,138. David Kelly **seconded** the motion which passed successfully.

4149-77: Chair Hood **motioned** that they set the Deputy Treasurer salary at \$1,065. Eric Swendsen **seconded** the motion which passed successfully.

4194-05: Chair Hood **motioned** that they set the Custodial salary at \$7,389. David Kelly **seconded** the motion which passed successfully.

4194-06: Chair Hood **motioned** that they set the salary for shoveling at \$1,598. Kevin O'Neill **seconded** the motion which passed successfully.

4195-35: Chair Hood **motioned** that they set the salary for Sexton at \$3,195. David Kelly **seconded** the motion which passed successfully.

4215-10: Chair Hood **motioned** that they set the amount for Ambulance Incentive Pay at \$9,585. David Kelly **seconded** the motion which passed successfully.

4220-15: Chair Hood **motioned** that they set the amount for Fire Department Incentive Pay at \$9,585. David Kelly **seconded** the motion which passed successfully.

Discussion regarding the salary for the Building Inspector was tabled.

4324-05: the Budget Committee left this line item as is.

4324-07: the Budget Committee left this line item as is.

Marcia Murphy noted that the School Board's goal is to limit their increase on the school budget to 2.5%.

#### Selectman's Report

Brett Walker had nothing further to report.

#### OTHER BUSINESS

The next Budget Committee meeting will be held on Monday, January 9, 2023 at 7 p.m.

#### ADJOURNMENT

Chair Hood **motioned** that they adjourn the meeting. David Kelly **seconded** the motion and the committee adjourned at 9:21 p.m.

**Respectfully submitted by Jennifer King, Recording Secretary**