DUPLICATE COMMITTEE
Meeting minutes
July 26, 2016

Present:  Steve Baldwin, Charlie Champagne (Chairman), Paul Delphia (Selectman’s Representative), Dale Gabel, and Judy Knapp

Absent:  Bill Gurney and Rich Scheinblum

Also Present:  Sherry Miller - Town Administrator

Meeting was called to order at 7:02 p.m. by Chairman Champagne.

Election of new secretary(s) to replace Steve Baldwin as secretary. Charlie stated that Judy Knapp and Bill Gurney agreed to serve as co-secretaries. Their selection was approved by the committee.

Minutes from the April 26, 2016 meeting were moved, seconded and approved with the following amendments: The minutes from February 10, 2016 meeting and the February 10, 2016 Budget Hearing were approved as written. Also the mention of Steve not being able to serve as secretary should be deleted.

New Business:

Expenses for 2nd Quarter were reviewed.

Executive Clerical line is low since she has been out on medical leave since February. Sherry will be able to continue to work with the Budget Committee even with her on leave.

Bank Charges: Charter Trust has increased their fees.

Legal: Most likely will go over this year because of ongoing legal issues.

Health Insurance Medicare: for the medicare part of expenses.

Workmen's Comp has been paid for the year.

PB Secretary: will overspend for this year due to Master Plan work.

Computer Expense: IT contract

Office Supplies: Planning Board has used a lot of paper for Master Plan preparation.

Police: short on PT. Will be using until a new patrolman is hired.

Fire Department: Consumables: pads for defibrillator.
Emergency Management: Grant will have $2,500 reimbursed.

Highway: Contract services are mostly done

Solid Waste: PT personnel will be lower since there is one less person working at the Transfer Station.

Revenue: no questions on revenues.

Steve will attend the budget training offered by the LGC.

Budget Summit: Monday, August 15, 2016 at 8 a.m.

Meeting was adjourned at 7:55 p.m.

Respectfully submitted,

Judith A. Knapp, Co-Secretary