Dublin Budget Committee
Meeting Minutes
November 14, 2017

Present: Steve Baldwin, Nancy Campbell, Charlie Champagne (Chairman), Bill Gurney, Judy Knapp and Walter Snitko (Selectman’s Representative)

Absent: Susie Vogel

Also present: Sherry Miller (Town Administrator), Susan Peters (ZBA), Bruce Simpson (Planning Board), Tom Warren (Recreation Committee)

Meeting called to order at 7:00 p.m. by Chairman Champagne.

Minutes from the November 7, 2017 meeting were moved by Judy, seconded by Bill and approved as amended.

Walter provided an update from the BOS. The BOS does not agree with the requested 10% increase for the secretary of the Planning Board or the ZBA and have agreed that the position receive the 2.2% raise that the rest of the employees will receive. They are urging that he work a set office hour at the Town Hall instead of working at home. They did not take any further action on the warrant articles. There are no "merit" increases this year to Walter's knowledge.

Charlie inquired what the rationale was for increasing Executive Clerk hours that mean she gets benefits. Walter said that she has an increased workload and that they wanted to have someone with a familiarity with the town in the event that Sherry was unable to work for an extended period of time. More duties have been added to the original job description. In addition, is was stated that they wanted to keep a good employee. It was pointed out that there are other employees that are close to the 30 hour mark.

Tom Warren reported on the Recreation Committee budget.

**Halloween Party:** Remain at $150. Dublin Community Center had an open house on Halloween and Dublin School had the party for children at the school.

**Field Maintenance:** Remain at $1,550

**Special Events:** Remain at $450 for Christmas tree lighting and any further events that come up. There is a possibility of holding a viewing the Lunar Eclipse this winter.

**Boat Landing:** Reduced to $1 since the Town picks up the trash

**Electricity:** Reduced to $180 for night lighting at the ball field

The Community Center might have a skating party and have people sign a waiver. It will be sponsored by the Dublin Community Center. Judy asked is there were any plans to reinstitute
Dublin Days. Tom stated that if there was enough interest in Dublin Days this spring they would fund it under Special Events.

Bruce Simpson reported on the Planning Board budget:

Most items remain the same.

Secretary: Slight increase in the hours due to anticipated increase in board activity. The board requested a larger increase than the standard COLA for this position since he has taken on more responsibilities and projects that Bruce used to do as the Secretary has increased his knowledge of the Planning Board.

The overrun in the budget is due to the Master Plan expenses that are offset by the Master Plan Expendable Trust Fund.

Registration and Filing Fees. There have been no registration and filing fees.

Susan Peters reported on the Zoning Board of Adjustment (ZBA) budget:

All items remained the same.

Secretary: Since they cannot be sure from year to year how busy the ZBA will be. They might have to increase the amount of time for the secretary if they change the way they hold site visits and hearings. Since his knowledge of the process has greatly increased, there is the question as to whether he should get a merit increase.

Misc: Increase from $20 to $50 for travel by the Secretary to the Registry of Deeds. In the past he added extra hours but not hours. Should there be a mileage line of $30 and keep Misc. at $20?

Walter reported that the BOS still has made a decision on the salary request of the Town Clerk/Tax Collector.

The Cemetery Trustees will be rescheduled at a time TBD.

The next meeting will be Tuesday, November 28 to review the Charitable Contributions and Dublin Community Center requests. Charlie also stated that we will also begin our final review of the budgets.

There being no further business, the meeting was adjourned at 8:14 p.m.

Respectfully submitted,

Judith A. Knapp, Co-Secretary