Dublin Budget Committee
Meeting Minutes
October 9, 2018

Present: Nancy Campbell, Charlie Champagne (Chairman), Bill Gurney, Judy Knapp, Sturdy Thomas (Selectman’s Representative) and Susie Vogel

Absent: Steve Baldwin

Also present: Sherry Miller (Town Administrator), Jeannine Dunne (Town Clerk/Tax Collector)

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

Minutes from the October 2, 2018 meeting were moved by Judy, seconded by Susie and approved as amended.

Jeannine presented the **TC/TX budget**:

All items remained the same except for:

**Dues:** Increase by $20 from $40 to $60-for tax collector dues for Jeannine and Neil

**Office Office/Computer Supplies:** Increase by $100, from $800 to $900-for new chairs and a change to the desk

**Police Department** budget was updated to reflect the new grant information ($2,000 for Mobile Data Terminal and matching $2,000 from the Burt Fund) and $1,500 to install new water lines in the basement of the Police Department. Sherry will clarify how and where the Burt Funds will be budgeted. She will also clarify with Tim if a computer was included in last year's budget for the new cruiser.

Review the **3rd Quarter Expenses and Revenues**:

**Expenses:**

**Personnel Administration - Health Insurance- Medicare Expense:** The reason that this shows an expenditure this quarter is that an employee is taking the stipend and that comes under Health Insurance.

**Personnel Administration - Health Insurance:** Nancy questioned why is there less than 25% left in this line. Sherry said that it could depend when the bill is paid in the period and it is also possible that there was a change in plans. It appears that the line (and total budget for Personnel Administration) will be over for the year by about $6,000.

**Planning Board: Master Plan:** final payment ($335.54) has been taken out of Master Plan Expendable Trust.
**Town Office: Website Maintenance:** This line is over budget since we are paying for GoDaddy email accounts and paying the current administrator to update the site.

**Building Expenses-Misc:** Nancy asked what the expense was. Sherry will check on this.

**Highway:** Over 95% of this year's budget has already been expended. This is mostly for Contracted Services and the repair of the roads after the August storm.

**Solid Waste:** Nancy asked if they have postponed the job search for another employee. Sturdy said that it is postponed at this time and that is why Highway employees are receiving training.

**Parks and Recreation - Halloween party:** Dublin School will probably still be doing Halloween party.

**Conservation Committee: Invasives Control.** The person who was to spray the knotweed came on a day that it was raining and was unable to spray. Conservation Committee will still try to get someone this year. Miriam Carter is taking responsibility for this since Traceymay Kalavitis has resigned as chair of the committee.

**Traffic Calming:** Still need the final walk through.

**Revenue:** There were no questions regarding the 3rd Quarter revenue report.

Discussion of how to fund the non-profit requests for assistance. Judy suggested funding the requests from Monadnock Family Services and Home Health Care (formerly the Monadnock VNA) as separate lines under Health Agencies, as had been done originally, and then creating a new line with a set amount of funds to be distributed to those agencies requesting assistance. Another suggestion was that the Selectmen could require that any request over $2,500 would need a petition article. No decision was reached and there will be further discussion of this issue.

Sherry said that we have not heard from DRA yet to have permission to use $25,000 to begin paving. The hearing on the request for a Special Town Meeting will be held this Friday, October 12. Sherry, Roger and Sturdy will attend for the Town.

The next meeting will be Tuesday, October 16 to review the CIP, Planning Board and any further discussion in preparation for Budget Hearing.

There being no further business, the meeting was adjourned at 8:09 p.m.

Respectfully submitted,

Judith A. Knapp, Co-Secretary