

Nottingham Budget Committee Meeting

DATE: December 22, 2022

Approved January 5, 2023

Call to Order

Members Present: Michelle King, Chair; John Decker, Vice Chair; John Morin, Robert Kelly; Tom Butkiewicz; Michael Kelly; Jeffrey Morrison, Karyl Martin School Board Representative. After the votes on minutes Tom Leveille arrived 7:04 Sandra Jones arrived 7:06

Members Absent: None

Others Present: John Scruton, Interim Town Administrator,

Call to Order

The meeting was called to order at 7:00 PM.

Approval of Minutes

John Decker made the motion to approve the minutes from the December 1, 2022, meeting. The motion was seconded by Tom Butkiewicz. The motion was approved by a unanimous voice vote. Comment made that this had been done at prior meeting.

John Decker made the motion to approve the minutes from the December 15, 2022 meeting. Second Bob Kelly. Passed 7-0-1 Abstain Michael Kelly

Municipal Budget Draft and Default Budget

The proposed default budget is \$4,541,263.

The cap is \$4,817,866.

The proposed draft budget the Select Board has is \$4,882,472. This is over the cap by \$64,606.

Board discussed process. The Board will go line by line and make suggestions to Select Board. Select Board will review to then come back to Budget Committee.

The following lines were discussed and individual recommendations made:

- Line 1 Tom Butkiewicz suggested reducing Salary line of Board Selectmen by \$3,000.
- Line 4 Tom Butkiewicz suggested reducing Merit line by \$10,000.
- Line 6 Tom Butkiewicz suggested reducing Printing by \$500
- Line 16 Tom Butkiewicz suggested reducing Equipment by \$400
- Line 17 Tom Butkiewicz suggested reducing Mileage by \$200
- Line 21 was discussed (Pawtuckaway Lake Advisory no consensus
- Line 22 Tom Butkiewicz suggested reducing Newsletter by \$1700
- Line 29 John Decker suggested reducing Election Postage by \$250.
- Line 36 Tom Butkiewicz suggested reducing Election Workers by \$1800
- Line 37 Tom Butkiewicz suggested reducing Supervisors by \$1262
- Line 43 Tom Butkiewicz suggested reducing Election Office Supplies by \$360

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- 44 • Line 47 John Decker reducing Salary Bookkeeper by \$1,440 on basis was not using all
- 45 hours budgeted.
- 46 • Line 48 John Decker reducing overtime bookkeeper by \$249
- 47 • Line 52 John Decker asked Board to look at contract with Auditors
- 48 • Line 55 Tom Leveille suggested reducing Postage by \$500
- 49 • Line 60 question on software license cost would like details.
- 50 • Line 62 Michelle King suggested reducing BC Advertising by \$149
- 51 • Line 80 question for status of bill for mapping
- 52 • Line 86 question on what it is (Unemployment insurance?)
- 53 • Line 101 It was asked that the Select Board revisit Postage as too low
- 54 • Line 111 Tom Butkiewicz suggested legal line be cut by \$500
- 55 • Line 115 Michelle King questioned why not spent for ZBA Sec. (Was it in Planning?)
- 56 • Lines Buildings: Tom Butkiewicz would like better abbreviations for town buildings
- 57 clarified and consistent.
- 58 • Line 149-155 Tom Butkiewicz suggested reducing the Heat lines by 5%.
- 59 • Line 187 Tom Butkiewicz suggested a reduction of \$1600 to reflect only a 40% gasoline
- 60 price increase
- 61 • Line 195 John Decker asked why expenditure for pistol permits.
- 62 • Line 218 Tom Butkiewicz suggested lower Diesel/gas by \$1,000
- 63 • Line 259 Question on Overtime is it 1.5/hour or 2x /hour & look at reducing \$2,000
- 64 • Line 261 Question on invasive species here and warrant article.
- 65 • Line 267 Tom Butkiewicz suggested Highway Culvert reducing \$500
- 66 • Line 273 Tom Butkiewicz suggested reducing Highway Fuel, by \$5,000
- 67 • Line 275 Tom Butkiewicz suggested reducing Engineering by \$5000
- 68 • Line 277 Tom Butkiewicz suggested reducing Miscellaneous by \$199
- 69 • Line 306 Tom Butkiewicz suggested reducing General Assistance line by \$1,000
- 70 • Line 307 Tom Butkiewicz suggested reducing General Assistance line by \$1,000
- 71 • Line 311 Tom Butkiewicz suggested reducing Misc. General Assistance by \$2,000 and
- 72 wanted more details about what goes into this line
- 73 • Line 315 Tom Butkiewicz suggested reducing Lamprey Health by \$500
- 74 • Line 324 Tom Butkiewicz suggested reducing SMHS Community Action \$500
- 75 • Line 333 Tom Butkiewicz suggested Select Board discuss recreation overtime reduction
- 76 unclear on number.
- 77 • Line 335 Tom Butkiewicz suggested reducing Recreation Conference and that Board
- 78 look at it without final consensus on a number.
- 79 • Line 336 Tom Butkiewicz suggested Recreation training reduced \$800
- 80 • Line 337 Michael Kelly suggested reducing mowing and fertilizing \$10,000 and do fund
- 81 raising
- 82 • Line 338 Tom Butkiewicz suggested reducing Rec. Equip-Supply \$400
- 83 • Line 340 Tom Butkiewicz suggested reducing Rec Programs \$2300
- 84 • Line 342 Tom Butkiewicz suggested reducing Rec. Advertising by \$200
- 85 • Line 343 Tom Butkiewicz suggested reducing Office Supplies by \$100
- 86 • Line 345 Tom Butkiewicz suggested reducing Rec Mileage by \$100
- 87 • Line 347 Tom Butkiewicz suggested Telephone review

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- Line 349 Tom Butkiewicz suggested reducing Library salary line to no more than 5.7% increase (what police received)
- Line 351 Tom Butkiewicz suggested legal review of policies reducing \$1820.
- Line 362 Tom Butkiewicz Conservation Commission suggested Marston Woods eliminate Kiosk reducing by \$900 and instead pay out of the Revolving Recreation Fund

Interim Town Administrator John Scruton noted that using actual year to date and reducing lines that were not expended discourages Department Heads from saving money on lines because then they will not have it if they need it the following year.

School Budget and Warrant Articles

Karyl Martin handed out a revised default budget. January 5 the School will have a more detailed copy. Good news: Propane RFP came back lower than estimated. There is an increase in revenue due to preschool. School Board decided to reduce budgeted amounts for homeless transportation by \$10,000 based on usage. District reduced chrome books in tech line. The School Board revised tax cap calculation for increased revenues and decreased expenses and is close to the suggested 4% tax cap amount for the proposed budget. School Board is working on draft warrant articles. It is looking at an HSA plan. She mentioned increases associated with teacher CBA. The steps are built into the current contract, so steps continue because of the Evergreen Clause. There was discussion about the wording being clearer on the warrant.

There was a decision to cancel the meeting scheduled December 29.

Adjourn

Sandra Jones made the motion to adjourn. The motion was seconded by John Morin. The motion was approved unanimously.

The meeting was adjourned at 9:11 PM.

Respectfully submitted,
John Scruton, Interim Town Administrator