



# Warner Budget Committee

Meeting Minutes  
Thursday, April 12, 2018  
**UNAPPROVED**

Mike Cutting opened the meeting at 7:03 pm.

Committee members in attendance: Mike Cutting, Martha Mical, David Minton, Martha Bodnarik, Pete Newman - Water District Rep., John Dabuliewicz - Selectman's Rep.

Excused: Jonathan Lord and Alfred Hanson

Others present: Tracey Hallenborg - Bookkeeper

## **1. Meeting Minutes**

Mike called for a motion to approve the March 29 minutes.

## **Committee Action**

Martha M. made a motion to table approval of the March 29 minutes until the next meeting. Pete seconded the motion, the motion passed unanimously.

## **2. BC Meeting Schedule**

Mike asked John if the Selectmen have approved the BC meeting schedule. John said no the Selectmen have not. Mike asked John to bring the meeting schedule up at the Selectman's next meeting and to contact Mike by email on the results. Mike explained approval to be the Selectmen accept the meeting dates and the responsibility of providing the needed material for each meeting date at least 7 days prior.

## **3. Year to Date Review of 2018 Operating Budget**

- Town Officers Expense in the Selectman's budget is 63% spent, should be at 25% spent. Tracey explained training costs were applied to the line.
- Landuse is at 33% spent, the secretary hours are at 40% spent. Martha M. said activity in the office has been steady.
- Legal expense in Landuse is 45% spent to date.
- The Committee asked the status of the vacant part-time police officer. John said there is an opening but he didn't know the status. The amount of overtime being used was noted.
- The Committee would like an update on leasing police vehicles at their July meeting.
- Training expenses for the Fire Department are at 53% spent.
- Public Works Department is showing shop repairs at 115% spent. The roof needed to be shoveled, the overhead door was repaired and there were repairs to the sidewalk plow and the sweeper. Overtime is highly spent as well.
- The Budget Committee will be meeting in July with the Director of Public Works at the garage to listen and learn the DPW's direction he wants his department to move towards. Martha M. suggested to the Committee to create a list of questions in advance of the meeting so the DPW can prepare. Martha B. said two of the questions is what is his philosophy on the size of the fleet and will he be leasing or buying or a combination of the two.
- Electricity is half spent at the Transfer Station. John said the Budget Committee cut the electricity budget under the assumption the solar array would off-set the cost. There are two meters at the Transfer Station, one for the Transfer Station which will need to be paid, the other is for the solar array. The money will be received as revenue for the array.
- The 200 hours for Parks & Rec. needs to be coordinated. Martha B. suggested using existing part-time staff to cover the 200 hours.

#### **4. Year to Date Revenue Review**

The estimated revenue for 2018 is \$1,168,435 and the town has received \$475,000 to date.

#### **5. Other Business**

A. Martha M. made a request to John to have the Bookkeeper available for their meetings because she has the numbers available. Tracey said if the Selectmen agree, it needs to be understood because she is salary, the weeks she goes over 40 hours will be adjusted the following week by leaving early.

B. Next meeting is scheduled for July 12 beginning at 7:00 pm located at the Public Works Department.

#### **6. Adjournment**

A motion was made and seconded to adjourn at 8:05 pm

Recorder of the minutes: Mary Whalen