



**TOWN OF WARNER
BUDGET COMMITTEE MEETING
Location: Warner Town Hall
Budget Committee Meeting
Meeting Minutes
21 October 2021 7:00 PM**

Budget Committee Minutes October 21, 2021

Town of Warner Budget Committee DRAFT - Meeting Minutes October 21, 2021 7:00
PM

The meeting is conducted at Warner Town Hall.

At 7:00 p.m., Chairman Michael Cutting called the meeting to order

ROLL CALL: Mike Cutting (Chairman); Dave Minton; Sam Bower (Board of Selectman),
Kimberly Edelmann; Michelle Kendrick; Aarika Reynolds (Vice Chairman); Ray Marin

EXCUSED: Christine Frost (Board of Selectman Representative)

ALSO PRESENT: Michelle Courser (Town Clerk); Marianne Howlett (Tax Collector); Deb
Moody (Assessing); Christine Perkins (Elections); Janice Loz (Land Use); Martha Michal
and John Leavitt

Chair Cutting said that they needed to approve the minutes of the last meeting. Budget
Committee Minutes October 4, 2021, Site Review of the gravel pit, Dave Minton moved
to approve, it was seconded by Michelle Kendrick, and approved unanimously. MOTION
to accept 10/4/21 meeting minutes APPROVED. THE MOTION PASSED. Chair Cutting
also stated that meeting minutes from October 14 needed to be approved. Dave
Minton moved for approval, Michelle Kendrick seconded, and it was unanimously
approved. MOTION to accept DRAFT meeting minutes from 10/14/21 is APPROVED. THE
MOTION PASSED.

Chair Cutting states that because Martha Bodnarik gave her resignation during last
week's meeting, a written statement is not required for her official resignation. He has
attempted to contact her via telephone, without connection. Therefore, her resignation
is officially accepted.

1. BOS – Chair Cutting states that the Board of Selectman have not finalized their
budget proposal and the presentation and review of their budget will be
rescheduled until next week's meeting.

2. Land Use – Janice Loz presents the budget of \$20,021, which is \$4,700 down from last year. The biggest changes are the increase in the amount requested for Outside Professional Services. She is requesting \$10,000 because she is a year into this position and is not fully familiar with what the requirements in services for this line will be. Historically they have not spent above \$6000 on quick review by Chair Cutting. Sam questions whether she would be comfortable reducing this cost by \$1000, to which Janice replies that she is. Tax maps are only printed when the quality of the map is poor from age or if changes are made. The 2021 budget has not been spent to date. Chair Cutting reviews the process of the Budget Committee, and relays that will be discussed following the conclusion of all presentations during the discussion phases of the budget process. Janice states she is also looking to increase the cost for applicants for Land Use, to match the fee of the application to the Zoning Board, in order to increase revenue for advertising.
3. Finance – Kelly Henley presents a budget of \$23,253 and states the largest expenditure planned for the 2022 year is the Audit at \$19,000. There is also a plan for a new modular for the upcoming year that will come out of the Board of Selectman budget, and she is hoping to transition the existing data into the new program.
4. Tax Collector – Presented by Marriane Howlett at \$10,071, excluding wages, which will be discussed later in the budget process. Marriane’s budget proposal is increased by the cost of postage, due to the federal increase in September. She has calculated the number of forms printed, mailed, and the remaining 65 unredeemed parcels of land.
5. Elections – The proposed election budget, \$1500 without wages, is presented by Christine Perkins. She states there are three elections to budget this year, in addition to town meeting. If federal legislation passes, election sites must be open and staffed for 15 consecutive days prior to the date of the election and there also must be a voting site at Magdalen College. This would mean two voting sites, staffed for three elections and a total of 45 days at ten hours per day, which is a significant increase in the budget requirements and have not been calculated to date. Christine also mentions that the cost of training is included in annual wages. Sam states he will propose making this a separate line in the budget.
6. Assessing – Deb Moody is asking for her a similar budget to previous years but will include all the necessary training for the new hire that will take her position.

The motion was made by Ray Martin at 8:23 and seconded by Michelle Kendrick to adjourn the meeting. The motion was APPROVED unanimously. The meeting adjourned at 8:36 pm. Respectfully submitted, Aarika Reynolds, Vice Chairman Budget Committee, Town of Warner.