

Town of Winchester 1 Richmond Road Winchester, NH 03470

Minutes of the Budget Committee (DRAFT)

Tuesday November 14th, 2006

Committee Members Present: Trevor Croteau (Chairman), Ken Gardner (vice-chairman), Sherm Tedford (select board rep), Jacqueline Beaman, Richard Kelton, Margaret Curtiss, Hubert Crowell, Deb Freeman and Gary Rokes. Also present Marsha Racine and Judi King (Conant Public Library) Town Manager John Stetser and Clerk Tracy Pelkey. Dawn Lincoln excused absence and Colleen Duquette ( School Board Rep) arrived later due to another meeting,

Meeting was called to order at 7:02pm

Minutes: Trevor is there a motion to approve the minutes from the November 6th budget meeting; Ken moved to accept the 11/06/06

Deb seconded, **Motion carried**

**1<sup>st</sup> Order of Business:** Line Item 4550 Conant Public Library

Marsha Racine (Conant Public Library Trustee) hands out the Library Budget summary.

Marcia Racine and Judi King are at the meeting tonight to answer any questions the committee may have.

There is a lengthy discussion on Health Insurance for the full time Librarian.

Gary makes a motion of \$60,897, and to table the \$10,000 (Health Insurance)

Hubert seconds it, **Motion carries**

**2<sup>nd</sup> Order of Business:** Line Item 4145 Town Clerk/Tax Collector

The Board of Selectmen have not decided on a budget for the Town clerk/Tax collector department, the budget committee goes over the proposed budget with John and makes the following changes:

Margaret makes a motion to remove the tc/tc additional deputy line of \$6,240

Gary seconds it, **Motion carries**

John has made a recommendation that the Deputy Clerk/Tax Collector salary be raised to \$24,960.

Margaret makes the motion to increase the Deputy Clerk/Tax Collector salary to \$24,960

Deb seconds it, **Motion carries.**

Margaret makes a motion to change the Merit Raise line to \$1.00

Rich seconds it, **Motion carries**

There is a lengthy discussion about the Town Clerk/Tax Collector position and what she collects as a salary. There was discussion on how the fees are paid and that the selectmen do not control the Town Clerk/Tax Collector Budget.

“The Budget Committee understands that they will not be an additional \$4,000 paid to the deputy Town Clerk/Tax Collector position from the Water and Sewer Department. “

The committee is recessed at 8:15 and called back to order at 8:25.

Margaret makes the following changes to the Town Clerk/Tax Collector Line Items:

Town Clerk/Tax Collector FICA to \$3,718

Town Clerk/Tax Collector Medicare to \$869

Town Clerk/Tax Collector Worker's Comp to \$185

Town Clerk/Tax Collector Unemployment Comp to \$58

Margaret makes a motion for the Total line for Town Clerk/Tax Collector to \$118,033

Deb seconds it, **Motion carries**

Margaret makes a motion to correct her previous motion of \$118,033 to \$117,974.

John will have Sharon check the total Town Clerk/Tax Collector Line.

The Budget Committee asked John if all department heads were happy with there budgets, John said they all were fine with what the committee decided.

Colleen asks if we are going to revisit the Police Dept Budget, John tells the committee that Chief Phillips is happy with his budget. John will ask him again tomorrow.

Jacqui wants to bring up the issue on the 3% merit raises. Sherm reads over the merit raise policy.

There is a lengthy discussion on the merit raises.

Jacqui makes a motion to remove the 3% cost of living raise and keep the merit raises

Ken seconds it, **Motion fails**

Sherm makes a motion to change merit raise to merit bonus

Margaret seconds it

Sherm withdraws his motion

Margaret makes a motion to change all merit raises to a performance bonus

Deb seconds it, **Motion carries**

Margaret makes a motion to adjourn

Trevor seconds it, motion carries unanimously

Meeting is adjourned at 9:35

Respectfully submitted,

Tracy L. Pelkey

\*\* Next Meeting is December 7<sup>th</sup>, 2006