

Town of Gilford Budget Committee
Town Clerk – Tax Collector Sub Committee
Meeting minutes of 7 Nov 2017

The Town Clerk – Tax Collector Sub Committee convened a posted meeting on 7 Nov 2017 a little after 3:30 pm. The meeting was held in the office of the Town Clerk - Tax Collector. The purpose of the meeting was to review the Town Clerk - Tax Collector and Elections and Registration budget.

Budget committee members in attendance were David “Skip” Murphy, Tim Sullivan and Sean Murphy. The Town Clerk – Tax Collector Denise Gonyer represented her department.

Line item 01-4141-102 TC - Part Time Wages will see an increase of \$ 4,772 over last year. The reason for this increase is that a part time clerk left the town’s employment and was replaced with a part time clerk that has over 40 years’ experience.

Line item 01-4141-461 TC – General Equipment Expenses will see a small increase of \$ 46 over last year’s budget. This line item pays for the lease on the copy machine and the folding and postage machine.

Line item 01-4141-511 Telephone will see a \$ 498 decrease over last year’s budget. In last year’s budget there was \$ 6,000 that was divvied up between all the town departments for maintenance and this year that was taken out of the budget. This account pays for the telephones and a cell-phone.

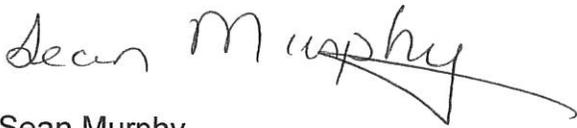
The proposed budget for 2018 is \$ 393,831 an increase of \$ 8,791 over the 2017 budget. The sub-committee passed the budget by a 3-0 vote.

We then proceeded to the Elections & Registration budget. Much of this increase is because of the increase in elections for next year. This year we had 1 election and next year we are scheduled to have 3 elections (Town/School elections, State primary election and State general elections). In going over the budget the sub-committee noticed that there was an error.

Line item 01-4143-102 Election Part time wages request was for \$ 1,820 and the number was approved by the Board of Selectman. In some of the paper work that is in our budget book we noticed that \$ 3,920 was omitted from what should be the real total

of \$ 5,740 for that line item. The budget should also reflect that increase and should be \$ 25,334. The proposed budget for 2018 is \$ 25,334 an increase of \$ 17,028 over the 2017 budget. The sub-committee passed the budget by a 3-0 vote.

Respectfully submitted,

A handwritten signature in cursive script that reads "Sean Murphy". The signature is written in black ink and includes a long, sweeping horizontal stroke at the end of the name.

Sean Murphy