

**TOWN OF GILFORD
BUDGET COMMITTEE
MEETING MINUTES
November 10, 2022
6:30 PM**

Members present: Gaye Fedorchak, Amber LaTorre, Gus Benavides, Johnna-Dee Davis, Johan Andersen and Steven Hepburn.

Members absent: David Tyler, Angelo Farruggia, Kyle Sanborn, Dorothy Piquado and Valerie Chase.

Also Present: Town Administrator Scott Dunn and Executive Assistant Chrissy Blood.

Ms. Fedorchak called the Budget Committee meeting to order at 6:30 pm and led the assembly with the Pledge of Allegiance.

Approval of minutes: The Budget Committee reviewed the 11/3/2022 minutes. Mr. Andersen made a motion to approve the 11/3/2022 minutes as written; seconded by Mr. Benavides and passed with all in favor; (6-0).

Elected Officials Subcommittee Review: Ms. LaTorre stated the 2023 proposed budget has a 0.01% increase from the prior year with it being comprised of compensation for the elected officials to receive stipends for their service, including 3 Selectmen, 3 Supervisors of the Checklist, the Treasurer, the Assistant Treasurer, the Moderator and the Assistant Moderator. Mr. Andersen made a motion to approve the Elected Officials budget as recommended by the Board of Selectmen for \$15,341; seconded by Mr. Benavides and passed with all in favor; (6-0).

Administration Subcommittee Review: Ms. LaTorre noted the 2023 proposed budget has a 4.40% increase from the prior year. The proposed budget includes a \$2/hour increase for the Admin Secretary and no wage adjustment for the Town Administrator. Printing is down \$1,500 due to a proposed reduction in the number of Town Annual Reports to be printed. NH Municipal Association is proposed at \$10,547, an 8% increase from prior year and covers estimated dues. Special Projects was reduced by the Selectmen. It was originally proposed at \$12,000 to include a security system for the Town Hall doors. This line item was reduced to \$1. With the overall budget up this year, it was decided to wait on this project. Mr. Benavides made a motion to approve the Town Administration budget as recommended by the Board of Selectman for \$325,364; seconded by Ms. LaTorre and passed with all in favor; (6-0).

Boards and Committees Subcommittee Review: Ms. LaTorre noted the 2023 proposed budget has a 7.28% increase from the prior year. She explained that this budget covers the Executive Assistant's over-time wages and benefits as the Recording Secretary for the Budget Committee. There was a discussion about budgeting 40 hours for over time, which is often underspent. The Town Administrator said a budget of 20 hours rather than 40 hours would likely be sufficient. This would reduce wages and benefits from \$2,415 to \$1,207 and reduced this overall budget from \$3,066 to \$1,859. Mr. Benavides made a motion to approve the amended budget of \$1,859, seconded by Ms. LaTorre and passed with all in favor; (6-0).

Legal Subcommittee Review: Ms. LaTorre noted the 2023 proposed budget has a 10.20% increase from the prior year. This is a single line item budget for legal expenses for lawsuits and right to know

recommended by the Board of Selectmen for \$766,390; seconded by Mr. Benavides and passed with all in favor; (6-0).

Planning & Land Use Subcommittee Review: Mr. Tyler was not present to review the Planning & Land Use Subcommittee minutes in person. The Budget Committee reviewed the documented minutes from the subcommittee meeting held on November 2nd. The 2023 Planning & Land Use budget has an 8.55% increase from the prior year. The main factors to the increase are a new hire for a Building Inspector and the hiring of a part time Recording Secretary. Mr. Benavides made a motion to approve the Planning & Land Use budget as recommended by the Board of Selectmen for \$406,364; seconded by Ms. LaTorre and passed; (5-0-1). Ms. Fedorchak abstained from the vote.

Conservation Commission Subcommittee Review: Mr. Tyler was not present to review the Planning & Land Use Subcommittee minutes in person. The Budget Committee reviewed the documented minutes from the subcommittee meeting held on November 2nd. There were no changes from prior year. Department works with state to provide guidance for property management issues near water including invasive species management (milfoil). Mr. Benavides made a motion to approve the Conservation Commission budget as recommended by the Board of Selectmen for \$30,500; seconded by Mr. Andersen and passed with all in favor; (6-0).

Other Business: There was none.

Public Input: There was none.

Adjourn: With no further business to come before the Committee, Mr. Andersen made a motion to adjourn the meeting at 7:25 pm, seconded by Mr. Benavides and passed; (6-0).

Respectfully submitted,



Chrissy Blood, Executive Assistant

Approved by the Budget Committee on the 17th day of November, 2022; ATTEST:



Gaye Fedorchak, Co-Chair