

DANVILLE BUDGET COMMITTEE

Minutes of our November 28th, 2017 meeting

Chairman, Tom Billbrough called this meeting of the FY2018 Danville Budget Committee to order at 7:30 PM with 7 members present. The first action was to review the minutes of the of our November 14th 2017 meeting. At the conclusion of our review, Dave made a motion to accept the minutes as written. Roger seconded the motion and the motion carried as follows:

In Favor of Motion	Not in Favor of Motion	Abstaining
Kathy Beattie		Kim Burnham
Tom Billbrough		
George Manos		
Dave Knight		
Ed Lang		
Roger Whitehouse		

Jeff arrived immediately after our vote, giving a final roster of:

Kathy Beattie	Present	Dave Knight ***	Present
Tom Billbrough *	Present	Ann Powers	Absent
Tara Burkhart	Absent	Ed Lang	Present
Kim Burnham	Present	Jeff Steenson **	Present
George Manos	Present	Roger Whitehouse	Present

*Chairperson

** Vice Chairperson

***BOS Representative

Next we reviewed the proposed FY2018 Library budget (account 4550). The budget was presented by Mary Elizabeth Seals (Library Trustee – Secretary). Mark Sullivan (Library Trustee – Chair) was also present along with Dottie Billbrough (Library Director) and Tom Billbrough Jr. (Assistant Library Director). At the conclusion of our review George made a motion to accept a modified budget in the amount of \$241,572 as follows:

	Proposed 2018 Library Trustee Budget	Proposed 2018 BudCom Budget
4550 Library		
lib-110 Salaries	\$ 141,566	\$ 141,566
lib-xxx Workman's Comp.	\$ 721	\$ 224
lib-xxx Unemployment	\$ 622	\$ 325
lib-xxx FICA	\$ 10,830	\$ 10,830
lib-121 Community Services	\$ 1,300	\$ 1,300
lib-122 Museum pass	\$ 700	\$ 700
lib-210 Personnel Health/Dental	\$ 29,403	\$ 29,403
lib-341 Telephone	\$ 1,324	\$ 1,324
lib-342 Software Upgrades	\$ 500	\$ 500
lib-343 Databases	\$ 1,230	\$ 1,230
lib-360 Building Maintenance	\$ 5,000	\$ 5,000
lib-361 Security monitoring	\$ 528	\$ 528
lib-390 IT Support	\$ 3,186	\$ 3,186
lib-391 Professional services	\$ 75	\$ 75
lib-410 Heat (oil)	\$ 5,015	\$ 5,015
lib-411 Electricity	\$ 6,500	\$ 5,250
lib-530 Advertising	\$ 180	\$ 180
lib-560 Dues	\$ 666	\$ 666
lib-610 Janitor Supplies	\$ 425	\$ 425
lib-620 Office Supplies	\$ 2,000	\$ 2,000
lib-625 Postage/Box Rental	\$ 345	\$ 345
lib-670 Books/Mag/Video/Newspapers	\$ 25,000	\$ 25,000
lib-821 Mileage	\$ 950	\$ 950
lib-740 Capital Equip. (new)	\$ 1,500	\$ 1,500
lib-742 Professional tools	\$ 1,350	\$ 1,350
lib-810 Seminars	\$ 2,000	\$ 2,000
lib-820 Equipment Repairs	\$ 700	\$ 700
4550 Library, total	\$ 243,616	\$ 241,572

Note: the 3 “modified” entries were at the request of the Library Trustees and were the result of having received more accurate numbers.

Roger then seconded the motion which carried as follows:

In Favor of Motion	Not in Favor of Motion	Abstaining
Kathy Beattie		Tom Billbrough Sr.
Kim Burnham		
George Manos		
Dave Knight		
Ed Lang		
Jeff Steenson		
Roger Whitehouse		

Next we reviewed all three components of account# 4324, Waste Disposal & Recycling; Dave presented the information. During our review Roger made a motion to accept the proposed FY2018 Waste/Recycle Collection Disposal budget (account 4324.10) in the amount of \$327,279. Ed seconded the motion, which carried unanimously. Also during our review, Dave made a motion to accept the proposed FY2018 Hazardous Waste Collection budget (account 4324.20) in the amount of \$6,000. Kim seconded the motion, which also passed unanimously. At the conclusion of our review George made a motion to accept the proposed FY2018 Bulk Pick-up & Disposal budget (account 4324.30) in the amount of \$47,250. Jeff seconded the motion and the motion carried as follows:

In Favor of Motion	Not in Favor of Motion	Abstaining
Kathy Beattie	Roger Whitehouse	
Tom Billbrough Sr.		
Kim Burnham		
George Manos		
Dave Knight		
Ed Lang		
Jeff Steenson		

We then reviewed the proposed FY2018 Information Technology budget (account 4150.60) which was presented by Dave. At the conclusion of our review Jeff made a motion to accept the proposed budget in the amount of \$40,538. George seconded the motion which also passed unanimously.

Next Dave presented the proposed FY2018 Legal budget (account 4153). At the conclusion of our review Roger made a motion to accept the proposed budget in the amount of \$70,500. Ed seconded the motion, which passed unanimously.

We then reviewed the proposed FY2018 Forestry budget (account 4619). At the conclusion of our review Tom made a motion to accept a modified budget in the amount of \$1,000. George seconded the motion, however after discussion and a request to have a representative of the Forestry Committee present, Tom and George both withdrew their motions and we tabled the discussion until a representative could be contacted and requested to attend.

Lastly we agree that the next meeting would be December 12, 2017 at 7:30 PM in the Danville Town Hall; the public is invited to attend. Tom will request that Christiane Caillouette attend to present the Forestry budget and that Chris Tracy attend to present the Town Clerk and Voter Registration budgets. Additionally Tom will request that an updated copy of the proposed FY2018 Warrants be emailed to the BudCom for our review.

With nothing further to discuss, the meeting was adjourned at 8:49 PM.

Respectfully Submitted

Tom Billbrough
Chairperson