

Agenda
Warren Selectboard
Tuesday, December 22, 2015
Warren Municipal Building
7:00 PM

✓ 7:00 PM – Warren Public Library Budget

✓ 7:30 PM – Budget Continuation Review – All

8:30 PM – Approval of Minutes for December 15, 2015

8:35 PM – Approval of Payroll and Accounts Payable Warrants

Other Business 11,188.71 25,215.68

Agenda Subject to Change

Minutes of December 22, 2015

Warren Selectboard

7:00 PM

Warren Municipal Building

Members Present: Andrew Cunningham, Chair, Bob Ackland, Vice Chair, Luke Youmell, Randy Graves and Clay Mays.

Others Present: Deborah Kahn, Deb Wetmore, Tracy (VR), Barry Simpson and Cindi Jones.

7:00 PM – Meeting called to order by Mr. Cunningham.

7:01 PM – Warren Public Library – Deborah Kahn – Ms. Kahn provided a detail budget to the Warren Selectboard for 2016. The budget is basically going up by \$1,000. Ms. Kahn also commented that there is going to be a new currier service that will help with lower postage costs coming out in 2016. She also commented that there is a lot more increased traffic at the library and is one of the better small town libraries. The board commented that they have been hearing a lot of good comments about the library. Ms. Kahn also explained that she will be retiring at the end of 2016. The board thanked Ms. Kahn and Ms. Wetmore for coming.

7:12 PM – Budget Continuation:

The board looked at the remaining budget as a whole. Mr. Cunningham commented that the Town should look at all the contracted services and look at doing bids again. The contracted services are: Computer Services, Sand, Mowing, Fire Dept Repair, Fuel and Wastewater Services. For the 2017 year the Town will send out bids for computer and fuel services.

School Maintenance was brought up about funding that the money that the town allocates to the school was for building maintenance but is not being used for maintenance. It is being used to to offset the school budget. The formula for town, public and school usage was devised by retired principal Andreas Lehner. It is a formula used for school usage, town and public rent of the building. The Town uses the building for Town Meeting and elections. Mr. Graves commented that he did not think it was right that the school should charge after the Town bonded and built the stage for \$150,000.00. The amount was left in the budget for now.

Salaries – Mr. Cunningham brought up the salary lines in the budget that are at 3.5%. He stated that the Consumer Price Index was from .5 to 2.5%. Mr. Ackland commented that he did not really like the straight across the board approach but with the Union Contract and the public elected officials, it was difficult to do merit increases. The board was in agreement that the Town had a good core of working employees and approved the increase.

Mr. Ackland commented that based on the overall budget as constructed without any grant or other possible revenues calculates out at \$0.49 vs. a budget of \$0.45 and an actual of \$0.42 last year. I would expect that with some level of grants by end of June and other revenues tax rate would be at \$0.55 to \$0.44.

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Capital Budget – Mr. Simpson brought up that the Capital Line Item labeled “Dam & Covered Bridge, needed to be clarified. He explained that it was created from the Blueberry Lake TDR Funds when the forest service bought Blueberry Lake. The Town retained ownership of the dam. The Capital account set up should say Warren Covered Bridge and Blueberry Dam.

East Warren School House Land – Mr. Simpson also commented that that the Town should clear up the land title and secure an easement with Ms. Burling for 25’ back from the drip edge of the building. Currently part of the building sits on her property. Mr. Simpson is trying to arrange a meeting with Ms. Burling and two Selectboard members. Mr. Simpson commented that this Warren Selectboard has been one of the best boards yet with everyone pitching in and doing various assignments.

Insurances – The board would like to know why the insurance line increases for much. Ms. Jones would send over the insurance breakdown for review.

8:25 PM – Lister Corrections – Ms. Brodeur presented to the board the Lister Corrections for 2015 that needed to be approved by the board before year end. Total Lister Corrections were - \$74,033.05 off the grand list. The board approved the corrections.

8:30 PM – **Approval of Minutes for December 15, 2015** – Motion by Mr. Youmell to approve the Minutes of December 15, 2015, second by Mr. Graves. All in Favor: VOTE: 5-0.

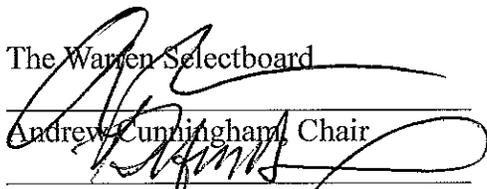
8:35 PM – **Approval of Accounts Payable** – Motion by Mr. Ackland to approve the Accounts Payable Warrant as presented for \$25,215.68, second by Mr. Youmell. All in Favor: VOTE: 5-0.

8:35PM – **Approval of Payroll** – Motion by Mr. Ackland to approve the Payroll Warrants as presented for \$11,188.71, second by Mr. Youmell. All in Favor: VOTE: 5-0.

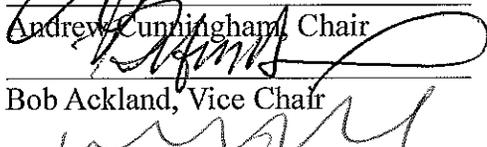
Motion by Mr. Ackland to adjourn, second by Mr. Graves. All in Favor: VOTE: 5-0.

Minutes Respectfully Submitted by,
Cindi Jones
Warren Town Administrator

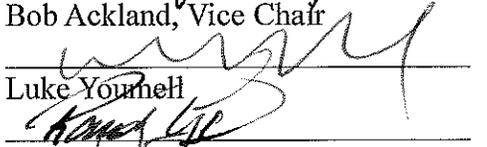
The Warren Selectboard



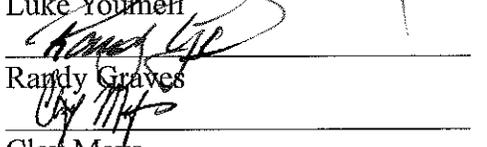
Andrew Cunningham, Chair



Bob Ackland, Vice Chair



Luke Youmell



Randy Graves



Clay Mays

Lister corrections 2015

July 8, 2015; Steve Platt - Miscellaneous corrections on square footage

Previous value \$406300, now \$352400 change -\$53900

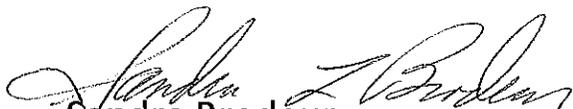
July 8, 2015; Jason Decasas - state mandated changes on covenant restricted properties.

Previous value \$134200, now \$125600 change -\$8600

July 10, 2015; Claybrook 337134 and 337112 not inactivated when intervals all sold. Double billing- change of -\$11,530.53

November 10, 2015; Seitz - Double billing change -\$2.52

Total : (-) \$74,033.05


Sandra Brodeur

Lister

12-21-2015

Condensed for Board

	2,015	2015	2,016
	Budget	Est Actual	Request
Funds received			
Town of Warren Approved/Requested Budgets	87,761	79,879	88,866
Friends	6,380	5,915	6,180
Grants in Town Accts	250	213	250
Total non-Town funding	6,630	6,128	6,430
Total	94,391 *	86,007	95,296
Expenditures			
Payroll			
Librarian	36,298	36,298	37,568
Staff	22,357	14,000	21,814
Total Payroll	58,655	50,298	59,382
Benefits	12,511	12,511	12,103
Town Contribution Books & Magazines	8,125 *	8,110	8,180
Friend Contribution Books & Magazine	2,300	2,450	2,300
Friends Maker Grant	500	250	400
Toys & Games	100	96	100
Town Contribution Audio/Video	1,785	1,785	1,800
Friend Contribution Audio/Video	2,400	2,400	2,530
Adult from ILL grant	150	213	150
Other Library Expenses (Town)	5,085	5,039	5,221
Other Library Expenses (Friends)	680	680	850
Postage and copier expense	1,300	1,300	780
Postage & copier reimbursement	(1,300)	-760	-200
Supplies to create circ maker kits	500	135	100
Replacement Funds for Equipment	1500	1,500	1,500
Programs	1,200	800	1,200
Programs reimbursement	(1,200)	-800	-1,200
Summer Reading Program Grant	100	0	100
Total	23,225	23,198	23,811
Subtotal Library			
Subtotal Friends	6,380	5,915	6,180
Subtotal Small Grants in Town Acct	250	213	250
Town Total (excluding payroll)	16,595	17,070	17,381
Total non-payroll budget	23,225	23,198	23,811
Town Total (including payroll, but excluding grant)	87,761	79,879	88,866
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