**FIRST BUDGET WORKSHOP MEETING**

**MINUTES**

**MAY 20, 2020**

**TOWN COUNCIL:** Greg Welch Vice President

 Pamela Davis Councilman

 Edward (Skip) Ash Councilman

 James Sample Councilman

 John Wright Councilman ( no voting privilege)

**TOWN EMPLOYEES:** Cheryl Lynch Town Clerk

 Lawrence Corrigan Chief of Police

**OTHERS:** Robbie Murray Robert Murray

 Kathy Murray

**MEETING CALLED TO ORDER:**

Greg called the meeting to order at 7:10pm

**MOTION TO APPROVE THE AGENDA WITH ANY ADDITIONS OR DELETIONS:**

Greg noted the budget workshop meeting were usually broken down into

General, Water and Police

John Wright noted could start with reviewing the Expense Accounts.

Cheryl noted will print the Income Detail and email to everyone

Cheryl noted will review the vender URS (AECOM) to separate the water from

the general also will contact Kyle to get the figures for the water fee.

Robbie noted need to set a policy on donations such past council member,

or Council member

Cheryl noted will contact the insurance company to see what our premium will be

in September 2020

John noted to eliminate the Town Hall cleaning between Cheryl and the maintenance department

They could clean New Town Hall.

John noted would there be any repairs to old town hall.

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Cheryl noted the flooding under town hall needs to be repaired

Greg noted something needs to be done with flooding under old town hall.

Greg noted we need to budget to keep up on the repairs in old town hall

Skip noted the windows in old town hall need to be replaced

Council agreed to budget six thousand to repair the underneath of old town hall

and replace windows the following year

Skip noted new town hall needs gutters, molding, painting and a part of the roof that needs

to be replaced.

John noted Skip will get the estimates on the guttering, molding, roof repair and painting

for new town hall

Greg suggested to leave the twelve thousand five hundred budgeted last the same

for upcoming fiscal year

Skip noted budget eight thousand for Maintenance Other

John noted Contractual would be at zero because we no longer contract with

Whitemarsh.

John noted and council agreed to keep the Meetings and Seminars at three hundred dollars.

Cheryl noted for Membership dues research the Sussex county Association dues on for one hundred and twenty-five dollars and the second two hundred and fifty dollars.

John noted for Meetings and Seminars suggested to budget five hundred.

Robbie noted the Credit Card Account and the Fire Company permit Account to be

a pass thru account.

Cheryl noted will call Paula and setup the Credit Card pass thru account.

John noted should budget Postage/Shipping at twelve hundred.

John suggested to cancel Adobe Reader.

John noted for the Supplies and Equipment Other need to budget five thousand dollars

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John noted to keep the Street Expense budget the same.

Pam noted the amount could go up or remain the same and last year we received an

Increase.

John noted will budget Forty-Five hundred for Street Expense Other and utilize for

snow removal.

Skip noted for the Town Park the walkway in the back needs to be replaced.

Cheryl noted can’t get a grant for repairs on the walkway, but we could apply for

a grant to replace all of the walkway.

Skip noted using concrete would make a better walkway.

Cheryl noted need to schedule Code Enforcement Interviews.

Robbie noted for the Code Enforcement Officer will their hours be fifteen hours per week

Or up to fifteen hours per week as needed

Pam noted it would be up to fifteen hours as needed.

**Adjourn:**

Meeting adjourned at 9:00pm

**Respectfully**

**Cheryl A Lynch**

**Town Clerk**