

BUDGET COMMITTEE

JANUARY 8, 2013

MEMORIAL BUILDING

7:00 P.M.

The following are to be considered draft minutes only until approved by the Board at their next meeting.

Meeting called to order at 7:05 p.m.

Roll Called: Board members present: Chairman, B. Manning, Ken Jacques, Bill Huntoon, Jon Poston, George McCusker, Tim Cook, Jeff Milne, Darrin Patten and Selectman John Chiarella.

Others present: Selectman, Leigh Callaway, Brandt Denniston, and Bryan O'Day.

Minutes – page 2, next to last paragraph of December 11, 2012 minutes amended: “B. Manning questioned what amount of the budget is anticipated to be remaining in the ~~fund~~ ~~balance~~ 2012 budget”. Minutes approved with correction.

John Chiarella discussed the budget worksheet for the departments they have worked with. The selectmen have not worked on all the lines of the budget. John noted there are some proposed projects and Leigh Callaway has some ideas to report. The Selectmen are trying to hold the line as much as possible.

Cemetery – Tree removal is needed in the old cemetery, road repair, and cleaning and repair of some more stones. There are 11 cemeteries total the town takes care of.

Police Department – Discussion is still to be had with Tim about cruiser replacement. The Selectmen and Tim will come to the budget committee next week prepared to talk about the vehicle replacement.

New London Ambulance Service increase is 2%. Due to the objections from surrounding communities, there will not be a capital reserve fund bill this year.

Fire Department met with the Selectmen. They will be talking to the Budget Committee about a replacement vehicle. Their proposal is to replace the forestry and rescue trucks, combining them into one vehicle. The Selectmen increased the line for hydrants. An estimate for hydrants was given by Bill Wanner. The department is working toward replacing a couple of other hydrants one at McDaniel's Marsh and the other on Stoney Brook Road. The Budget Committee suggested working on one hydrant at a time to be sure there is money enough to complete the work on one before continuing with the second one. John stated there is work that needs to be done regarding property ownership at the hydrant locations. Money for the project is being appropriated so the town doesn't get in a situation with a compromised hydrant with no money for repair available in the budget. Concern was addressed regarding the new equipment budget for \$7500 appropriated in 2012, only \$3900 spent with a request for \$10,000 in 2013. John noted that some of the expenses for that line item have not posted yet.

Highway – Reclamation is back in. Pete is proposing a small reclamation project. He plans to do more shim and seal. Culverts discussed. Pete replaced many culverts and used most of those that had been stored. Brandt questioned if the quotes for the projects are specific by road name so they can be tracked in terms of capital improvements and capital asset planning. John stated that they were.

Pete has discussed a chipper. The consensus of the Selectmen is that it is one more piece of equipment to maintain and is more a want than a need. Brush disposal and costs were discussed. John stated there is not scheduled brush maintenance. The Selectmen had left it with Pete to get a cost analysis together for brush chipping.

Ken Jacques reported there has been dialog with Mike McCrory the Planning Board Circuit Rider from the Upper Valley Lake Sunapee Region Planning Commission regarding wetlands mapping. There has been a lot of discussion with the wetlands subcommittee about the existing maps. Improved mapping technology is available that could be used to create new wetlands maps that would overlay the tax maps. Mike has suggested applying for a community planning grant. He will do the leg work and he the application is all ready complete. Ken stated the cost is \$37,500 with matching requirements. The \$30,000 grant can be used by Planning, Zoning and Conservation Commission. Of the \$7500 remaining balance, \$5600 of that would be in-kind through volunteer time by Board members or roughly 260 hours. The actual monetary amount would be \$1875.00 cost to the town if the grant comes to fruition. The CC still has money in the Conservation Fund so they may be willing to share a portion of the cost. There is money in the planning and zoning engineering lines that could be tapped as opposed to increasing the budget and then not getting the grant. A great deal of discussion followed regarding scenarios with doing investigative work on the ground versus aerial mapping and issues relative to the existing maps and tax maps. Concern was noted regarding the issues that exist with language in the zoning ordinance itself, and having a clear definition of what the language is to become before establishing a criteria for mapping. Committee members noted their support with finding grants to assist the town when possible. Ken stated the grant has been written and Mike McCrory just needs permission to submit the application and to know there is \$1875.00 in the budget if the grant is awarded. Mike will be contacting the Selectmen.

Project list:

Leigh Callaway reviewed the project list and conceptual plans for sand shed replacement to be relocated in the NW corner of the highway/safety lot. Estimated cost \$29,000. With asphalt floor, waste block walls truss framing and metal roofing. Road crew to do site prep, lay waste block and remove old pole shed. Discussion followed regarding utilization of the proposed site due to drainage and possible wetlands issues with sand and salt storage. The possibility of moving the designated wetlands conservation easement from this lot to the cemetery lot was noted. Concerns were noted the proposed structure height may not be adequate, and stability of the waste block foundation from being bumped by equipment.

Repairs to Town Hall for 2013 – Clean, sand and/or replace and paint windowsills as necessary. Steple shows evidence of leakage and needs to be repaired. Estimated costs of \$18,500.

Painting of the exterior of the town hall can wait until 2014. Leigh Callaway and Gene Hayes are in the process of researching and preparing documentation to apply for a grant from the NH Conservation License Program of up to \$10,000. Estimated cost for painting is \$19,600. Discussion followed regarding the leakage around the steeple.

Highway roof – Proposed Sarnafil roof replacement, estimated cost of \$70,000. An engineering study is in process to be certain the building will handle the weight of the roof loading. Discussion followed regarding other possible solutions such as suspended ceiling or spray foam insulation in the interior. Interior insulation is compromised due to water issues from condensation. There are a lot of wiring and mechanical systems to consider with a suspended ceiling or spray foam. The existing roof is going to need attention at some point. Sooner or later something has to be done to the roof, and this proposed roofing system is the simplest way to deal with the problem. Costs to deal with this from the interior would be labor and cost intensive. The building committee recommended this as the best solution.

Town Office fuel tanks - Leigh reported recently problems with the fuel lines and tank cross-over from the oil tanks at the town office necessitating emergency repairs has shown that the fuel tanks are beyond their recommended life span. Irving has recommended replacement. One 330 gallon tank estimated cost is \$2,578 but would require a fuel delivery once per week; two 275 gallon tanks which is what exists estimated cost is \$3,871.

Leigh reported alarm system upgrades have been recommended by Police Chief, Tim Julian. Estimated cost for the systems are \$1,350 and \$2,595. Discussion followed regarding the existing system and upgrade system requirements.

Leigh Callaway stated that the Selectmen chose to leave the unreserved fund balance where it is instead of using some of it on the tax rate to apply toward some of the larger capital expense items they were aware would be coming up for this budget year.

Discussion followed regarding the amount \$566,203 currently in the fund balance, the percentage of fund balance the Selectmen wish to maintain, and the anticipated amount of the 2012 operating budget not spent. Not all of the 2012 bills have come in yet. The 2012 books will be closed around the 15th of January.

Budget Committee will meet with Fire, Police and Highway Departments and any other Department or committee that would like to meet with them on January 15th.

Meeting adjourned at 9:30 p.m.

Submitted by,

Janet Roberts