

BUDGET COMMITTEE

FEBRUARY 5, 2019

MEMORIAL BUILDING

7:00 P.M.

The following are to be considered draft minutes until approved by the Board.

Meeting called to order at 7:00 p.m. and roll was called.

Present: Ken Jacques, Chairman; B. Manning, Tim Cook, Brian Putney, Justin Hastings, Leigh Callaway, Jeff Milne arrived a few minutes after 7. Absent: Darrin Patten and Tamara Butcher.

Others present: Selectmen Dick Hendl, and George McCusker. Dick Hendl served as ex-officio member in Tamara's absence.

Minutes of January 22, 2019: Motion by B. Manning to accept the minutes as written, seconded by Leigh and unanimously approved.

Ken noted the Board had met with Department Heads at the last budget meeting. Most departments had few changes. They had talked with Pete regarding the sand shed site, revision to Nichols Hill Road, a truck and a loader.

Questions raised for the proposed operating budget:

Cemetery: The plan is to hire someone in the summer who will do grounds and maintenance. That person has usually been allocated to both the highway and the cemetery with wages allocated to reflect with the department the work is being done for. A decision has not been reached whether this will be one person or two going forward. The Town has someone who is willing to plow as needed in the winter. There currently is no plan to hire a third full-time person for highway.

Highway: Pete increased his equipment line by \$7,500 for a new plow.

Street lights: Ken addressed if the current street lights are the most economical lighting available. He mentioned an energy savings audit the New London Springfield Water Precinct had done and some changes to lighting they are able to do to recognize savings in one of their buildings. He suggested perhaps the town might want to look into this.

Dick stated there were no unreasonable requests in the budget. The Selectmen approved a 4% increase in wages for weekly employees. The budget remains stable.

Sample Warrant Articles were discussed.

Sample Warrant Article: Site Prep

To see if the Town will vote to raise and appropriate the sum of _____ for the purpose of site preparation for future sand shed replacement and expanded exterior storage. This special warrant article will be a non-lapsing appropriation per RSA 32:3, VI (d) and RSA 32:7 V

and will not lapse until the work is complete or by December 31, 20_____ this amount to come from the Unreserved Fund Balance, with no amount to be raised through taxation.

Site Prep: Copies of Jeff Evans plans have gone out to contractors for estimates, but numbers are not known yet. The work was not done last year, and the warrant article proposed for \$43,000 lapsed at the end of 2018. Pete Abair does not think \$43,000 is going to be adequate. The Selectboard hopes to have numbers before next week's meeting.

Sample Warrant Article: Loader

To see if the Town will vote to raise and appropriate the sum of \$50,000 to purchase and equip a loader for the Highway Department. This special warrant article will be a non-lapsing appropriation per RSA 32:7, VI; and will not lapse until the purchase is complete or by December 31, 2022, whichever is sooner. This amount to come from the Unreserved Fund Balance, with no amount to be raised through taxation.

Loader: The Board discussed whether it is timely to consider proposing a warrant article for a loader this year. They suggested the current loader be looked at to find out how much it might cost to repair the leaks and evaluate any other possible issues. Perhaps CAT or someone else would look at it and give some idea as to what it would cost to repair, the value of it, and the cost of a used loader. The current loader has 12,000 hours but it is not clear just what may need to be done to it. It is only used in the winter months most of the time. If there is a break down, the backhoe is available to fall back on. The Board suggested the Selectmen have some further discussion with Peter.

Sample Warrant Article: Old Home Day

To see if the Town will vote to raise and appropriate the sum of \$4,242.25 for the purpose of adding to the Old Home Day Expendable Trust Fund previously established. This is a special warrant article per RSA 32:3 VI (d) and RSA 32:7 V. Said amount to come from the Unreserved Fund Balance and represents proceeds and donations raised in 2018; no amount to come from taxation.

Old Home Day: This is a housekeeping article to move money raised on Old Home Day events in 2018 to the expendable trust to be used in 2019.

Sample Warrant article for a lift: Dick explained he did a great deal of research on the safety and ADA concerns mentioned at the last budget meeting and he was prepared to report on those findings. An RFP was already to send out. However due to how the 250th Charitable Trust was established, any funds in the account cannot be gifted to the town until after the end of 2019. Janet reported she had contacted the Department of Revenue to find out how a warrant article would need to be drafted to gross budget the expense and the gift in this situation. Since there was a trust involved, the DRA would not address the issue and suggested contacting town council. The attorney, having assisted in establishing the trust said that nothing could be done

now. The trust ends on December 31, 2019 so any money remaining then would be gifted what is gifted to the town. It cannot be done before then.

Revenue and Unreserved Fund Balance was reviewed and discussed. Revenue was up slightly from the amount estimated in September to set the 2018 tax rate. The URFB remains stable. Appropriations from the URFB not spent in 2018 or any articles lapsed will be added to the current fund balance amount. (\$43,000 from site prep article and approx. \$40,000 from replacing the highway truck).

The Board will view the information again at next week's hearing scheduled for February 12, with a continued hearing on February 19 if needed.

The meeting adjourned at 8:25 p.m.

Submitted by,

Janet Roberts,
Administrative Assistant