

BUDGET COMMITTEE

JANUARY 4, 2016

MEMORIAL BUILDING

7:00 P.M.

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

Budget Members present: Ken Jacques, Chairman; Bill Huntoon, Bryan O'Day, Justin Hastings, Tim Cook, Jeff Milne, B. Manning and Selectman's Representative Leigh Callaway. Darrin Patten arrived a few minutes after roll was called.

Also present: Selectman, George McCusker.

The meeting was called to order at 7:00 p.m.

Ken welcomed B. Manning back to the Board and thanked him for stepping in.

Minutes of December 7, 2015: Jeff Milne moved to approve, seconded by Tim and unanimously approved.

Ken announced the Fire Department will be meeting with a representative regarding the Self-Contained Breathing Apparatus (SCBA) equipment on Tuesday, January 5, at 7:00 p.m., at the fire station.

Leigh stated the Selectmen have reviewed the operating budget two times now, and reviewed the key areas of budget changes:

The Selectmen are proposing \$15,000 for a zoning compliance position, but have not gone into more depth with a plan or strategy. They have not developed a position description yet. He explained the Selectmen's frustrations with the incidents of non-compliance and enforcement issues they repeatedly need to deal with. He has assisted Tom with checking setbacks and monitoring. The plan is not to give up the Selectmen's authority, but have to have monitoring of construction permits, planning and zoning approvals, and a process to report to the Selectmen. Leigh noted the proposed amendments to the Zoning Ordinance could change requirements for implementation and enforcement. Committee members questioned numbers of non-compliance, planned criteria for the position, and enforcement. They recommended the Selectmen propose more details as to what it is they are looking for.

Leigh noted the Selectmen recently voted to increase the "After-The-Fact" penalty for not obtaining a building permit prior to construction to \$100.00 or 10% of completed construction value. The change will take effect on February 1, 2016.

A 2% wage increase has been proposed for employees who draw a regular paycheck.

Highway: Pete has proposed increasing paving. \$180,000 is proposed from the operating budget, and \$52,000 from fund balance. Board member questioned the large increase. Ken shared a spreadsheet he had regarding paving history over the last 10 years. This proposal wasn't part of the information shared with the Capital Improvement Plan 14 months ago. Are maintenance costs offset by the paving. The Budget Committee would like more information as to why all of a sudden there is a \$100K increase. They will address this with Pete when they meet with departments on January 18th.

Library: Leigh reported the Library Trustees are actively seeking a candidate for Steve Klein's position. They are also planning to computerize the card catalog and have proposed \$2,500 for software, as well as a one-time proposal of \$5,000 to label the books and data entry.

The Selectmen have requested, and the Trustees have agreed to continue the library's wireless network for WI-FI internet service in the meeting rooms and town office.

Pete has decided he will hold off for a while on advertising for someone to fill the part-time position.

Unreserved Fund Balance:

Leigh reviewed the fund balance and the amount he is estimating may not be spent from 2015 budget. 2015 books do not close until after January 15th. The Board discussed there may not always be money available in the fund balance to use toward paving. Money should be considered to offset taxes.

The Budget Committee discussed the possibility of financing SCBA equipment versus funding through the fund balance. The Fire Department will be looking at a leasing option as well.

The Board voted to adjourn at 8:45 p.m.

Submitted by,

Janet Roberts,
Administrative Assistant