

DRAFT MINUTES

BUDGET RECOMMENDATIONS COMMITTEE MINUTES

November 30, 2010

Call Meeting to Order

Chairman Rob Corson convened the Budget Recommendations Committee at 6:03 PM in the Nowak Room of the Town Office.

The members of the Committee introduced themselves: Bob Kelly, Harry Thayer, Allen Corey, Corey Stevens, Don Woodward, Carol Aten and Vice Chairman Don Brabant. Also in attendance were Finance Director Doreen Ravell and Town Manager Russell Dean.

Information Technology Director Andy Swanson appeared to give his final report on the request by the Planning Department for a copier.

Mr. Woodward moved to add \$1,000 to line item 125-5704. Mr. Corey seconded. Vote: Motion fails.

Mr. Thayer moved to recommend a total Information Technology (Department 125) budget of \$157,950. Mr. Woodward seconded. Vote: Unanimous.

DPW Director Jennifer Perry appeared to discuss the DPW budgets. Ms. Perry said that the funds in 601-5446 from 2010 will be encumbered for EPA permit requirements that have not been finalized yet.

Mr. Kelly moved to reduce 601-5446 to \$16,000. Mr. Brabant seconded. Vote: Unanimous.

Mr. Thayer moved to recommend a total for DPW Administration (Department 601) budget of \$309,056. Mr. Brabant seconded. Vote: Unanimous.

Mr. Kelly moved to recommend level funding for 606-7501 at \$125,185. Mr. Brabant seconded. Vote: Unanimous.

Mr. Brabant moved to recommend a total for DPW Maintenance (Department 606) budget of \$750,412. Mr. Kelly seconded. Vote: Unanimous.

Mr. Thayer moved to recommend a total for DPW Recreation Maintenance (Department 607) budget of \$15,900. Mr. Brabant seconded. Vote: Unanimous.

Mr. Woodward moved to recommend a total for Town Hall Maintenance (Department 608) budget of \$26,500. Mr. Brabant seconded. Vote: Unanimous.

Ms. Aten moved to recommend a total for Town Office Maintenance (Department 609) budget of \$29,600. Mr. Stevens seconded. Vote: Unanimous.

Ms. Aten moved to recommend a total for Senior Center Maintenance (Department 610) budget of \$13,950. Mr. Thayer seconded. Vote: Unanimous.

DRAFT MINUTES

Ms. Aten moved to recommend a total for Safety Complex Maintenance (Department 611) budget of \$67,500. Mr. Thayer seconded. Vote: Unanimous.

Mr. Woodward moved to recommend a total for DPW Complex Maintenance (Department 612) budget of \$38,500. Mr. Kelly seconded. Vote: Unanimous.

Mr. Stevens moved to recommend a total for Train Station Maintenance (Department 613) budget of \$14,500. Ms. Aten seconded. Vote: Unanimous.

Mr. Thayer moved to recommend a total for Other Town Structure Maintenance (Department 614) budget of \$8,300. Mr. Brabant seconded. Vote: Unanimous.

Ms. Perry said that the subject of maintenance of the Historical Society Building should be included in the maintenance budget. Mr. Dean said that this building has not been taken care of by the town for many years. Mr. Kelly suggested adding a line item specifically for the Historical Society and Mr. Corson agreed that the committee should recommend a new line item for the Historical Society. Ms. Perry said that an estimate of \$8,300 is what should be allotted for this maintenance item.

Mr. Woodward moved to recommend that the Board of Selectmen add \$6,300 into a new line items for Historical Society Maintenance. Ms. Aten seconded. Vote: 6-1

Mr. Thayer moved to recommend a total for Other Town Structure Maintenance (Department 614) budget of \$14,600. Ms. Aten seconded. Vote: Unanimous.

Jay Perkins, Highway Superintendant, joined the discussion for his budget line items.

Mr. Brabant moved to reduce line item 602-1300 to \$15,800. Mr. Kelly seconded. Mr. Kelly rescinded his second.

Mr. Kelly moved to reduce line item 602-1300 to \$15,000. Mr. Brabant seconded. Vote: Unanimous.

Mr. Dean said the Sidewalk maintenance would be a new line item (602-7506) in the amount of \$50,000 and that Storm drain cleaning would also be a new line item (602-76xx to be created at a later date) in the amount of \$75,000.

Mr. Kelly moved to recommend a total for DPW Highways and Streets (Department 602) budget of \$1,903,048. Ms. Aten seconded. Vote: 6-1. Mr. Brabant is opposed.

Mr. Corson asked why line item 603-1370 so high, saying that historically the expense for an overtime mechanic is much lower than the budget.

Mr. Kelly moved to reduce line 603-1370 to \$1,000. Mr. Woodward seconded. Vote: Unanimous.

Mr. Thayer moved to recommend a total Snow Removal (Department 603) budget of \$267,373. Ms. Aten seconded. Not Voted as discussion led to another motion.

DRAFT MINUTES

Mr. Stevens noticed that the sand and Calcium Chloride budgets have not been underused for the past 2 years.

Mr. Thayer moved to reduce the sand (603-5007) budget to \$1,000 and the Calcium Chloride (603-5009) budget to \$500. Mr. Kelly seconded. Vote: Unanimous.

Mr. Corey moved to recommend a total Snow Removal (Department 603) budget of \$263,373. Mr. Brabant seconded. Vote: Unanimous.

Mr. Corey moved to reduce the budget for Traffic Light Maintenance (605-4369) to \$3,000. Mr. Kelly seconded. Vote: Unanimous.

Ms. Aten moved to recommend a total Street Light (Department 605) budget of \$119,000. Mr. Corey seconded. Vote: Unanimous.

Mr. Kelly moved to reduce the Blue Bag (604-5832) budget to \$60,000. Mr. Brabant seconded. Vote: 3-4 Motion fails.

Mr. Thayer moved to level fund the Blue Bag (604-5832) budget to \$68,000. Mr. Corey seconded. Vote: 4-3. Motion carries.

Mr. Thayer moved to reduce Landfill Monitoring (604-5836) to \$25,000. Mr. Brabant seconded. Vote: Unanimous.

Mr. Thayer moved to recommend a total for Solid Waste (Department 604) budget of \$840,748. Mr. Woodward seconded. Vote: Unanimous.

Ms. Aten moved to recommend a total Public Works Department budget of \$4,406,686. Mr. Stevens seconded. Vote: Unanimous.

Moving on to the Water Fund, Mr. Corson called the committee's attention to line item 621-1210 (Temporary help). Ms. Perry said that she believes the expense may need adjustment because she thinks the account should be expended since the summer intern works all of the hours to spend the entire budget. She will look into it with the office manager.

Mr. Thayer moved to reduce line item 621-5560 (Legal Notices) by \$2,000 for a total of \$2,600. Mr. Corey seconded. Vote: 4-3, motion carries.

Mr. Thayer moved to recommend a total for Water Administration (Department 621) budget of \$320,306. Mr. Kelly seconded. Vote: Unanimous.

Mr. Woodward moved to reduce line item 624-5000 to \$3,000. Mr. Thayer seconded. Vote Unanimous.

Mr. Woodward moved to reduce line item 624-5200 to \$500. Mr. Kelly seconded. Vote Unanimous.

DRAFT MINUTES

Mr. Thayer moved to recommend a total for Water Billing and Collection (Department 624) budget of \$76,234. Mr. Woodward seconded. Vote: Unanimous.

Mr. Woodward moved to reduce line item 622-5760 to \$15,000. Mr. Kelly seconded. Vote Unanimous.

Mr. Woodward moved to reduce line item 622-5759 to \$70,000. Mr. Thayer seconded. Vote 6-1, Motion carries.

Mr. Thayer moved to recommend a total for Water Distribution (Department 622) budget of \$556,447. Mr. Woodward seconded. Vote: Unanimous.

Mr. Thayer moved to move PIT Race Stream Reduction line item from the CIP to the budget. Ms. Aten seconded. Vote: Unanimous.

Mr. Thayer moved to recommend a total for Water Treatment (Department 623) budget of \$857,206. Ms. Aten seconded. Vote: Unanimous.

Mr. Thayer moved to recommend a total for Water Debt Services (Department 626) budget of \$270,746. Ms. Aten seconded. Vote: Unanimous.

Mr. Thayer moved to recommend a total for Water Capital Outlay (Department 627) budget of \$165,000. Ms. Aten seconded. Vote: Unanimous.

Mr. Thayer moved to recommend a Water Treatment Total budget of \$2,245,938. Mr. Woodward seconded. Vote: Unanimous.

Mr. Thayer moved to reduce line item 631-5000 (Supplies) to \$3,000. Mr. Brabant seconded. Vote: Unanimous.

Ms. Aten moved to recommend a Sewer Administration (Department 631) budget of \$364,079. Mr. Brabant seconded. Vote: Unanimous.

Mr. Thayer moved to reduce line item 634-5000 (Supplies) to \$3,000. Ms. Aten seconded. Vote: Unanimous.

Mr. Thayer moved to reduce line item 634-5200 (Consulting Services) to \$500. Ms. Aten seconded. Vote: Unanimous.

Ms. Aten moved to recommend a Sewer Billing and Collection (Department 634) budget of \$76,235. Mr. Brabant seconded. Vote: Unanimous.

Ms. Aten moved to recommend a Sewer Collection (Department 632) budget of \$544,396. Mr. Thayer seconded. Vote: Unanimous.

Ms. Aten moved to recommend a Sewer Treatment (Department 633) budget of \$471,915. Mr. Woodward seconded. Vote: Unanimous.

DRAFT MINUTES

Mr. Thayer moved to recommend a total for Sewer Debt Service (Department 635-36) budget of \$202,912. Ms. Aten seconded. Vote: Unanimous.

The Sewer Capital Outlay line item will include CIP items for Main Sewer Pump Repair (\$55,500) and the WWTP Design and Construction (\$50,000)

Mr. Thayer moved to recommend a total for Sewer Capital Outlay (Department 637) budget of \$187,500. Ms. Aten seconded. Vote: Unanimous.

Mr. Thayer moved to recommend a Sewer Fund Total budget of \$1,847,037. Ms. Aten seconded. Vote: Unanimous.

These totals create a total General Fund of \$16,506,005 and a total of all funds including Water and Sewer of \$20,598,980. The committee agrees that there is no vote needed on these ending totals.

The committee reviewed the CIP items and decided which to recommend for warrant articles on the ballot.

Mr. Thayer moves to recommend a warrant article for a Ground Water Treatment Facility in the amount of \$350,000. Ms. Aten seconded. Vote: Unanimous.

Mr. Thayer moves to recommend a warrant article for a Fire Department Self Contained Breathing Apparatus in the amount of \$256,500. Mr. Corey seconded. Vote: Unanimous.

Mr. Thayer moves to recommend a warrant article for Supplemental Paving in the amount of \$250,000. Mr. Corey seconded. Vote: 6-1, Mr. Brabant is opposed.

Mr. Corey moves to recommend a warrant article for Portsmouth Avenue Reconstruction in the amount of \$39,000. Ms. Aten seconded. Vote: Unanimous.

Mr. Kelly moved to recommend a warrant article for Town Office HVAC in the amount of \$253,715. Mr. Thayer seconded. Vote: Unanimous.

Mr. Thayer moves to recommend a warrant article for Raynes Farm Repairs in the amount of \$37,000. Ms. Aten seconded. Vote: 5-2, Mr. Kelly and Mr. Brabant are opposed.

Mr. Thayer moves to recommend a warrant article for a Train Station Baggage Building in the amount of \$403,200. Ms. Aten seconded. Vote: 4-3.

Mr. Thayer moves to recommend a warrant article for the Norris Brook Culvert in the amount of \$576,000. Mr. Corey seconded. Vote: Unanimous.

Mr. Thayer moves to recommend a warrant article for a Public Safety Complex HVAC in the amount of \$110,621. Mr. Corey seconded. Vote: Unanimous.

Mr. Woodward moves to recommend a warrant article for a Renewable Energy Capital Reserve Fund in the amount of \$20,000. Mr. Corey seconded. Vote: Unanimous.

DRAFT MINUTES

Mr. Woodward moves to recommend a warrant article for a Water Treatment Plant Roof Replacement in the amount of \$150,000. Mr. Kelly seconded. Vote: 6-1, Mr. Brabant is opposed.

Mr. Thayer moves to recommend a warrant article for a DPW Emergency Generator in the amount of \$80,000. Ms. Aten seconded. Vote: Unanimous.

Mr. Woodward moves to recommend a warrant article for a Boiler at the Historic Society in the amount of \$26,780. Ms. Aten seconded. Vote: Unanimous.

Mr. Corey moves to recommend a warrant article for Town Hall Exterior Brick Repair in the amount of \$147,000. Mr. Woodward seconded. Vote: 6-1, Mr. Kelly is opposed.

Mr. Corey moves to recommend a warrant article for Land Acquisition for the Ryder Project in the amount of \$85,000. Ms. Aten seconded. Vote: 3-4, Motion Fails.

Mr. Woodward moves to recommend a warrant article for Human Service Agencies in the amount of \$21,695. Ms. Aten seconded. Vote: Unanimous.

Mr. Woodward moves to recommend a warrant article for one Sidewalk Tractor and delete the second tractor for a total of \$23,482. Ms. Aten seconded. Vote: Unanimous.

Ms. Aten moves to recommend a warrant article for a Utility Dump Truck in the amount of \$20,329. Mr. Thayer seconded. Vote: 4-3, Motion carries.

Mr. Woodward moves to recommend a warrant article for one 6 Wheel Dump Truck and delete the put off the second truck until next year. Mr. Brabant seconded. Vote: Unanimous.

Mr. Brabant moves to eliminate the warrant article for 2 Pool Cars. Mr. Stevens seconded. Vote: Unanimous.

Mr. Woodward moves to recommend a warrant article for one pool car. No second. Motion is withdrawn.

Ms. Aten moves to recommend a warrant article for the Water Meter Replacement Program in the amount of \$750,000. Mr. Kelly seconded. Vote: Unanimous.

Ms. Aten moves to recommend a warrant article for the Jady Hill Utility Project in the amount of \$2,900,000. Mr. Kelly seconded. Vote: Unanimous.

Mr. Corson thanked all of the members of the committee for their time and Julie Gilman, the Chairwoman of the Board of Selectmen, also thanked the committee for their service , saying that the process was different this year than in past years, but it went very well.

DRAFT MINUTES

Adjournment- At 10:31pm Ms. Aten moved to adjourn; seconded by Mr. Woodward. VOTE: Unanimous.

Respectfully submitted,

Kelly Geis
Recording Secretary