

Town of Exeter
Budget Recommendations Committee
DPW subcommittee
Report
November 1, 2013

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The DPW subcommittee was responsible for reviewing the Public Works General Fund sections of the budget which include:

- Administration & Engineering (0601)
- Highways & Streets (0602)
- Snow Removal (0603)
- Solid Waste Disposal (0604)
- Street Lights (0605)
- Public Works Maintenance (0606)
 - Mechanics/Garage (0615)
 - Recreation Center (0607)
 - Town Hall (0608)
 - Town Office (0609)
 - Senior Center (0610)
 - Safety Complex (0611)
 - DPW complex (0612)
 - Train Station (0613)
 - Other Town Structures (0614)
- Vehicle Replacement
 - Vehicles (0117)
- Warrant Articles
 - Sidewalk Program
 - Supplemental Paving

The committee met twice with DPW to review their budgets and review specific initiatives and concerns. The DPW budget is up from last year's budget accounting in the following categories:

- Payroll
- Insurance
- Regulatory review and compliance
- Staffing

The committee reviewed the overall DPW budget, Warrant articles and vehicle replacement requests looking for opportunities to bring the budget into alignment while also making adjustments that met the needs of the department. This evaluation was based upon review of prior years' expenditures as well as an attitude toward making sure we maintain our current assets.

Two issues were specifically addressed that affect the budget as well as the Warrant. The first was a staffing issue related to a part time cleaning position and line item 0606-5202 Contracted Services. The Subcommittee suggested that DPW compare the cost of hiring an outside contractor with expanding the hours of an existing employee to full time.. The second issue specifically addressed was sidewalk paving. The attitude of the group was that the maintenance of sidewalks needed to be

done. The preference of the Subcommittee was to re-establish sidewalk maintenance in the budget, but this had to be accomplished with a near neutral affect on the budget. One member expressed a need to fund the sidewalk program within the budget as this is a necessary yearly maintenance issue. This member stated that the items that represent maintenance issues should be funded even if the overall budget is not neutral.

The following are the recommendations made by the DPW Subcommittee (voting is noted by line item):

Administration & Engineering (0601)

- Line item 0601-5000 Supplies- reduce budget from \$12,000 to \$9,000, Based on the average spent over the last three years.
- Line item 0601-5446 Storm Water Phase II- reduce budget from \$75,000 to \$50,000. Decision based upon expenditures over the last few years and possibility that part of 2013 budget could be encumbered for next year. Three of the Subcommittee members recommend this change. One member recommends further reduction to \$30,000 as the historical spending is much lower.

Highways & Streets (0602)

- Line item 0602-4335 Dam Maintenance- Reduce budget from \$5,000 to \$3,000. The decision was based upon the fact that maintenance of any real significance could not be covered by the budget value and the amount allocated could take care of inspections and light maintenance. Three members recommended this change as the historical spending has been less than this amount. One member recommends leaving the \$5,000 funding as it was noted by Jay Perkins that the money would be spent in 2013.
- Line item 0602-7506 Sidewalk Hazard Repair- this line item was discontinued in 2012. The members of the committee were split on this item with two recommending adding the line item back in and funding it with (\$30,000) Historical spending and an additional \$30,000 in the Warrant and evaluate the program next year. Two members recommended that the two values stated above should be set at \$60,000, representing the total request through Warrant of \$120,000.

Snow Removal (0603)

- Line item 0603-4221 Plowing- The committee noted that the revolving fund is getting low and that with a shortfall this year the fund would be left without and any funds. The committee recommends that a Warrant be developed in 2014 to reestablish this funding.
- Line item 0603-5007 Salt- Reduce budget from \$75,000 to \$65,000.
- Line item 0603-6260 Fuel- **Still a ?**

Solid Waste Disposal (0604)

- Line item 0604-5832 Blue Bags – reduce budget from \$70,000 to \$68,000.

Traffic Lights (0605)

- Line item 0605-4369 Traffic Light Maintenance- reduce budget from \$7,000-\$5,000. Does not appear that line item will be spent this year and some items for next year could be purchased with 2013 budget.

Public Works Maintenance (0606)

- O606 Benefits total add for additional hours for cleaning **See Line item 0606-5202 below for coordination**
- Line item 0606-7501 Maintenance projects- reduce budget from \$133,520 to \$125,000.

Line Item 0606-5202 Contracted services reduce budget from This line item is still waiting for additional financial analysis from DPW to determine if a part time staff member can be moved to full time to meet the need. The goal would be to remain budget neutral or reduce and meet the maintenance goals of DPW.

Vehicles (0117)

A6 Plumbing HVAC Defer replacement – Keep existing vehicle for another year
D8 6 Wheel Dump Truck Purchase truck this year - balance with backhoe
D9 1 Ton Rack Truck Replace this year

Warrants

D5 Sidewalk Program - Two members recommend change funding request from \$120,000 to \$30,000. With \$30,000 in the budget, this brings total Sidewalk Program to \$60,000. See how it goes for a year.
Two members recommend change in funding from \$120,000 to \$60,000 with \$60,000 in the budget. One member noted that this should all be in the budget.

D1 Supplemental Paving – Three members recommend this funding.
One member recommends a reductions by \$50,000 to \$200,000 for one year – as a way to help mitigate 53rd week payroll.