

APPROVED

Budget Committee

Meeting Minutes

August 20, 2012

Present:

Shaun Lagueux- Chairman, Dorcas Gordon, Ashley Dolloff, Ron Preble, Barbara Greenwood, William Cote, Tom Keegan, Kerrin Rounds, Dave Carr, Jon Thouin, Paul Manganiello

Absent:

Mark Chevalier, Jeff Shackett

Others Present:

Steve Yannuzzi –Fire Chief, Jeff Chartier- Water & Sewer Superintendent, Murray Campbell – Chairman CIP, Michael Capone – Town Administrator

Call to Order:

Chairman Lagueux called the meeting to order at 7:00 pm.

Review of Minutes:

Chairman Lagueux asked the members to review the June meeting minutes. Barbara Greenwood made a motion to accept the minutes as written, seconded by Jon Thouin. All were in favor with two abstentions by Ashley Dolloff and Dorcas Gordon.

Old Business:

No old business was discussed.

New Business:

Jeff Chartier presented the board with updates from his departments.

Sewer Department:

Heating oil is over budget 23%. Renegotiated with renting propane tanks to get state bid.

Materials (line 610) may go over

Office supplies over \$256

Gas/fuel: purchasing fuel from highway department tank. Some has been paid from a purchase last year.

Preparing for roads to be paved – raising curb stops and manhole covers.

Water Department:

Heating oil is the same.

Materials/supplies: some major breaks have eaten up some money.

Capital projects: downtown improvements. Pulled out \$40,000 from the capital reserve to fund engineering. Will be refunded by the loan for the downtown project.

River crossing is being worked on, four attempts have been made. \$49,000 was budgeted for the project and a \$20,000 bid came in. This is the area of concern in the budget.

Tank cleaning and inspection is done every 5 or 6 years.

Newfound boat shop tie in is complete.

Selectmen voted to increase the water rates 22% effective October 1st. The rates have been the same since 1994. The 10% allowance in the sewer rates was reduced to 5%. This is for washing cars, watering gardens, etc.

Fire Department:

Chief Yannuzzi presented the board with updates from his department.

38% of the budget is left which is tracking where it should be. Revenues to date \$239,000 with \$319,000 having been projected.

Several vehicle repair costs are over budget.

Using Firehouse software which is a database to keep track of usage and maintenance of the vehicles.

Only 7% left in the overtime budget. The state is starting to send some reimbursement checks for training through a grant. The grant dictates that the checks are to reimburse the overtime line.

Received a \$1600 grant for an iPad and fire inspection software. The grant was 100% funded.

Applied for a grant to fund a physical fitness/wellness program for the department.

A grant was submitted to the Department of Homeland Security for tabletop exercise for emergency management.

Another grant will be submitted to Homeland Security to fund a generator for the town office building.

All four front door thresholds are repaired.

The interior of the station is being painted.

Next year's ambulance contracts with the communities are being worked on. The calculation depends on the number of transports.

The student interns are reporting back on the 26th.

CIP:

Murray Campbell presented preliminary updates from the CIP committee.

Police cruisers are still on the five year program.

Sidewalk tractor will have to be replaced within a year.

Vacuum truck is getting old and will have to be replaced soon.

Engine 4 has a \$375,000 replacement cost. A capital reserve account could be set up and funded over the next three years.

Old town hall is currently not a CIP concern. A committee is being formed to assess this.

Master plan needs to be redone. Money needs to be put in the budget for this.

The police department is proposing a warrant for the takeover of the town office building to modernize and meet certain specifications. \$365,000 is needed for the renovations.

Member Comments:

Dave Carr passed out handouts for members to look at and discuss at the September meeting.

The first line of the Revenue report should represent the spring warrant amount, not a full year.

William Cote requested the amount of outstanding long term debt.

Kerrin Rounds requested a balance sheet of all outstanding debt.

The Mooseman triathlon will apparently not be coming back next year due to concerns over cost of putting the event on.

Town Administrator's Comments:

Mica building updates: The fence will cost about \$5600. A \$3000 bill is still to come. There are some concerns with the condition of the adjacent property. This is being worked on.

Adjournment:

Ron Preble motioned to adjourn, seconded by Kerrin Rounds, passed with all in favor. The meeting was adjourned at 8:55.

Respectfully submitted,

Wendy Costigan

Recording Secretary