

APPROVED

Budget Committee

Meeting Minutes

October 8, 2012

Present:

Shaun Lagueux- Chairman, Barbara Greenwood, William Cote, Dorcas Gordon, Kerrin Rounds, Tom Keegan, Dave Carr, Jon Thouin, Paul Manganiello, Mark Chevalier, Jeff Shackett, Ashley Dolloff

Absent:

Ron Preble

Others Present:

Michael Capone – Town Administrator, Joe Denning- Selectman, Murray Campbell-CIP, Dan Paradis-CIP

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 September meeting minutes. Mark Chevalier made a motion to accept the minutes as written, seconded by Barbara Greenwood. All were in favor with two abstentions by Ashley Dolloff and Kerrin Rounds.

Old Business:

No old business was discussed.

New Business:

CIP presentation: Murray Campbell, Chairman of the Capital Improvements Program (CIP) Committee, briefly explained the role of the Committee and the process for developing the CIP. The CIP for the period from 2013-2017 was presented with an emphasis on the capital items to be considered for the 2013 budget year.

- The committee reviewed the 2011/2012 priority items. Two comparison worksheets were distributed to the budget committee with recommendations for 2013.
- Police cruiser is purchased every year. The 2006 cruiser is due to be replaced.
- PD Station remodel: Chief Lewis submitted a project request form outlining the work needed to be done at the existing Police Department to meet State Mandates. The estimated cost is \$365,000 and CIP suggests a 10 year bond to finance the project.
- 6 wheel dump truck (1998): replacement cost is \$150,000 and CIP recommends a 2 year lease purchase.
- Sidewalk tractor: Cost is \$140,000 and a 2 year lease purchase is also recommended.
- Vacuum truck: the cost for a new truck is \$270,000. There is the possibility of purchasing a used truck with a cost between \$100,000 and \$120,000. The money needs to be available to take advantage of the used truck pricing. The vehicle is being requested in 2015. CIP is suggesting putting \$40,000 in a capital reserve account over the next 3 years.

- Transfer station improvements plan: project cost is \$500,000. A 10 year bond is recommended.
- Road paving: continues with yearly costs appropriated.
- Sidewalks: Many sidewalks need repairs. CIP is suggesting \$50,000 per year. More information will be given to the budget committee on cost formulations. Mark Bucklin supplied an approximate cost of \$1,000 for 10 feet of sidewalk, but this varies depending on the scope of work. The state does not have responsibility for repairs on sidewalks, only initial construction.
- Engine 4: This vehicle is 25 years old and many of the parts are no longer available. Many repairs have already been done. A capital reserve account of \$125,000/year for 3 years is recommended.
- 4 door pickup: To replace the forestry vehicle. This pickup will be used for transportation of personnel and training exercises. The truck is a stripped down 4WD vehicle. An appropriation of \$23,000 is suggested.
- Master Plan: this is updated every 10 years. CIP is recommending appropriating \$20,000 for two years to fund assistance with the update.
- Water Street Rec. Path: \$20,000 appropriation for work on the path that will connect the downtown with Profile Falls. The snowmobile club is willing to do work on it.
- Town building maintenance: A fund is set up for repair and maintenance on town buildings. \$12,000 is needed to bring the fund back up to the original \$20,000.
- Generator: This will be in the town office building. It will be purchased with a 50/50 grant. \$13,000 for the town portion includes installation.

Department Budgets were distributed. These budget numbers are not the Selectmen's recommendations, but from the Department Heads. It is preliminary information for the budget committee preceding Department visits. The "as of" date is the end of September. A 2013 Revenue worksheet will also be prepared. A column will be added that shows the Budget Committee recommendations for 2012 before Town Meeting. An Excel soft copy will be emailed to committee members.

Retirement rates increase on July 1, 2013 and continues at that rate until June 2015. Wages include a 3.5% COLA based on the 2011 Federal COLA. There was no wage increase in 2012. In 2011 there was a 1.5% wage increase.

Member Comments:

Shaun Lagueux asked for an update on the TE project. The project bid was awarded to John H Lyman of Gilford. The bid is higher than what is budgeted for. The town has asked NH DOT for additional funding. The town will receive additional funds from Federal money that will fully fund the extra money needed except for the new light fixtures. The starting date will be sometime this Fall. The project has to be completed by June 15th.

There was also a question about Economic Revitalization Zones (ERZ). The Town Administrator explained that the ERZ program, which is administered by State, provides business profit tax credits to businesses that invest in new equipment, hiring new employees, or facility expansion. The Board of Selectmen recently voted to designate the two existing industrially zoned areas in Town as ERZ's. These designations were approved by the State.

Town Administrator's Report:

None

Adjournment:

Mark Chevalier made a motion to adjourn, seconded by Kerrin Rounds, passed with all in favor. The meeting was adjourned at 8:30.

Respectfully submitted,
Wendy Costigan
Secretary