

APPROVED

Budget Committee

Meeting Minutes

November 5,
2012

Present:

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

Absent: Paul Manganiello

Others Present:

Mark Bucklin-Highway Department; Jeff Chartier-Water and Sewer Department; Michael Capone-Town Administrator; Bobby Merrill-Ashland civics student.

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 October 22nd meeting minutes. Barbara Greenwood made a motion to accept the minutes as written, seconded by Ron Preble. All were in favor.

Old Business:

Kerrin Rounds asked what the Library revenues consisted of. The Library revenues are from copier fees and are approximately \$1000.

New Business:

Mark Bucklin presented the operational budget for the Highway Department.

- Money in the Sidewalks line 631 is for pulling up curbs and repaving.
- Line 635 Gas/Oil: department is hooked up with the state fuel at New Hampton or the shed. Prices are a bit different. The town monitors the prices and updates are sent to the department heads.
- 2001 Freightliner needs extra money for maintenance. It is burning oil and is starting hard. There is around 70,000 miles on it.
- Salt is \$61.83 per ton. It is a dollar or two cheaper than last year.
- Mark Chevalier asked about line 117 Foreman. This is the same position just at a lower rate than the previous employee.
- Shaun Lagueux asked about Health Insurance. The amount is lower because of change in coverage.
- Tree removal money is used to hire a company to take down trees that the department can't remove.
- Roadside mowing money is used to rent a machine.

Highway Projects:

- Requested \$300,000 to cover the projects. It should be closer to \$340,000.
- Quite a few projects were done this year.
- Chip seal: need to fill cracks in first then chip seal is used.
- Drainage money is used to fix storm drains and catch basins.
- Tom Keegan asked about the road leading to Slim Baker. The road needs to be rebuilt with a new gravel base prior to repaving, not reclaimed.

Streets/Bridges:

- There is not much control over the street lighting amounts. The town will be done paying off the Smart Start Program in May 2013. The town is asking PSNH to review the payment schedule. The actual number is \$4,000-\$5,000 too low.

Solid waste:

- Tipping fees are set at the end of November or beginning of December. The cost is approximately \$61.90 per ton.
- Single stream recycling: Concord backed out of a plan to participate with other Co-op members in a single stream recycling facility so construction plans are on hold. The Co-op will be negotiating with Wheelabrator for new disposal rates. The tipping fees will depend upon what deal is made between Wheelabrator and the Co-op.

Capital Items:

- 6 wheel truck: Warrant article for \$151,000, paid as \$75,000 over two years. Life expectancy is 10 years on these trucks. Older trucks will be used as trade-ins.

Jeff Chartier presented the Sewer and Water Department budget items.

Surplus Transfer is determined at the end of the year.

Capital Projects: Meter upgrade project will replace older meters with newer units. The new meters are read electronically from a moving vehicle so it will only take 4 hours to read all of the meters instead of 2 weeks to read the older meters. The new meters have a 20 year life expectancy. Jeff attended a meeting to discuss the benefits of replacing the meters.

- Total increase for projects: water customers will see \$28 increase per year in annual bill. Sewer customers will see \$12.60 increase in annual bill.
- Barbara Greenwood asked about lake customers. The meters are removed in the fall and replaced in May. Minimum charges are in place.

Sewer operational budget:

- Line 250, Unemployment, is a % based on wages. The unemployment premium has not been distributed fairly based on town figures, so this line has been increased.
- 30 yard dumpster will be replaced for \$10,000.
- Maintenance line will cover costs to replace or repair manhole covers.
- Debt service on Central Square project, line 730, includes principal and interest. A Separate bank account is set up for the project. Disbursements are handled through this account.

Water Department:

Surplus Transfer is determined at the end of the year.

Capital Projects: Meter Software upgrade and also \$10,000 for New River Crossing project completion.

Water Operational budget:

- Unemployment has increased for the same reason that the Sewer unemployment increased. It is based on an actual % of wages.
- Line 07-4332-201 to be removed.
- \$13,000 was cut out of the budget due to town meeting vote.
- Kerrin Rounds asked about overtime. The additional amount is budgeted based on the town wide wage increase request.

Water Debt Service:

- Line 980 is for the Booster Station. Line 730 is for the Central Square Project debt service.

Fire Betterment: \$10,000 has been budgeted but the actual cost to maintain hydrants is \$20,000. This amount is reimbursed to the water department as revenue as the water department has the expense. There are a total of 156 hydrants. Some need to be replaced. One extra hydrant has been added from the Downtown Project.

Member Comments:

Shaun Lagueux attended a Library construction meeting with CCI. There is very good oversight on construction costs. The library water hookups are still being worked out. The existing lines in the library are sufficient for the addition. The new 4 inch lateral may not be needed.

The Downtown project has started. A schedule is being worked on with the engineers. NH DOT has stopped digging in state right of ways, no trenches after the 1st of November. This will start up in the spring.

Kerrin Rounds asked about the tax rate. The town administrator has been reviewing the numbers and may have something to report next week.

William Cote asked if any debt was being retired. No there is not, but two bond issues were refinanced resulting in \$35,000 in interest savings.

The ladder truck will be paid off in 2015. The Central Street bridge will be paid off in 2017.

A total debt service spreadsheet will be distributed to the committee.

Town Administrator's Report:

None

Adjournment:

Mark Chevalier made a motion to adjourn, seconded by Barbara Greenwood, passed with all in favor. The meeting was adjourned at 8:15.

Respectfully submitted,
Wendy Costigan
Secretary