

APPROVED

Budget Committee
Public Hearing
Meeting Minutes
February 4, 2013

Present:

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

Absent: Jeff Shackett

Others Present:

Michael Capone- Town Administrator, Don Milbrand-Selectmen's representative.

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 January 21st meeting minutes. Kerrin Rounds made a motion to accept the minutes as written, seconded by Barbara Greenwood. All were in favor with two abstentions by Ashley Dolloff and Don Milbrand.

Old Business:

None

New Business:

This meeting is the budget committee's public hearing. The budget will be presented department by department.

Chairman Lagueux made some general comments about the 2013 budget that is presented tonight.

- The 2013 budget is 3.7% higher than the budget that resulted from Town Meeting in 2012.
- The budget is level funded with exceptions resulting from debt service and increased retirement costs.
- There is a slight increase in Cemeteries for maintenance work.
- The police department budget has a 6.7% increase mainly due to increases in health insurance, retirement costs, and gas/oil costs.
- The fire department is level funded.
- The highway department has a 2.1% decrease from the 2012 Town Meeting budget.
- The Welfare budget has decreased 12%.

Department budgets open for public comment:

EXECUTIVE: No comments

ERV (Election, Registration, Voting): No comments

FINANCIAL ADM. /TAX COLLECTION: No comments

PROPERTY REAPPRAISAL: Explanation on line 312 Contract Service. The funds pay for the services of an assessing firm to do pickups and other residential assessing work during the year. The contract line also pays for a firm specializing in utility assessing to update and monitor those values.

LEGAL: A question was asked concerning the increase. The increase is due to anticipated appeals cases concerning the utility company assessments.

PERSONNEL ADMINISTRATION: No comments

PLANNING BOARD: No comments

ZONING BOARD: No Comments

TAX MAP: No comments

GENERAL GOV'T BUILDINGS: No comments

CEMETERIES: A request for \$3,500 for maintenance of some headstones and other general work in some town cemeteries was submitted during deliberations and included in the budget.

INSURANCE: It was asked if the town still works with LGC (Local Government Center) and if some of the refund money is available for Bristol. Bristol still works with LGC but the town was not eligible for the refund money this year.

REGIONAL ASSOCIATIONS: Lakes Region Planning has been moved to the executive section of the budget under account 4130-560. A member of the public asked why the Newfound Lakes Region Association was cut back on funding. Chairman Lagueux responded that the budget committee decided to keep the funding at last year's level.

OTHER GENERAL GOV'T (Contingency): The Contingency line has been moved to account 4901-770 Town Building Maintenance Fund.

POLICE DEPARTMENT: There were a number of questions about the Police Department budget. Line 390 (Prosecutor Program) has no funding because that position has been moved to line 125 (PD Prosecutor) which is a permanent part-time position. The position does not include health or retirement benefits. This is not a contracted service. The person in this position is a certified police officer. Line 190 (Certified Special Police) consists of part-time officers that fill in shifts when needed. Line 140 (Overtime) was reduced by 16,800 during the budget committee deliberations.

OUTSIDE DETAILS: There was less money expended in 2012 than budgeted due to the timing of town projects. The police chief has the discretion to decide the number of officers at the sites. Chairman Lagueux commented that this line is more than offset by revenues.

FIRE DEPARTMENT: Chief Yannuzzi was commended for his efforts in maintaining the Fire Department budget for 2013. There was a request to review the Ambulance contract formula. There was a request for \$200 to be put back into line 565 (Public Education-Fire Prevention).

FORESTRY: No comments

CROSSING GUARDS: No comments

EMERGENCY MANAGEMENT: There was a question with regard to the increase in the emergency management budget. Chief Yannuzzi explained that it was for a training exercise and that half of the expense would be paid for with a grant.

HIGHWAY DEPARTMENT: No comments

HIGHWAY PROJECTS: Highway Superintendent Mark Bucklin was questioned as to whether or not the town was falling behind on the 10 year paving plan. Mr. Bucklin said the town was not that far behind. Superintendent Bucklin was asked about the effect of reducing the paving budget by 100,000. Mr. Bucklin said that fewer roads will be paved and some sidewalks will not be repaired. It was requested that the Budget Committee reconsider the paving line so the paving program does not fall behind.

STREETS/BRIDGES: Line 415 (Smart Start Program) will be paid in full by May 2013. The program paid for the installation of more energy efficient lighting which will result in spending less on electricity. Line 410 (Street Lighting) consists of fees for fixtures and the rate for the electricity. The fee for fixtures is a separate fee from the electricity portion of that budget line.

SOLID WASTE DISPOSAL: No comments

FIRE BETTERMENT: No comments

LAND USE/ HEALTH OFFICER: No comments

ANIMAL WELFARE: No comments

HEALTH AGENCIES: It was requested that the budget committee reconsider the 2013 request made by NANA and add the \$1000 back into the budget. NANA has been level funded by the town since 2009. There has been a 27% increase in visits by Bristol residents.

WELFARE ADMINISTRATION and WELFARE SERVICES: No comment

RECREATION: There was a question with regard to whether or not other towns are billed by the community center. Barbara Greenwood said that other towns are billed by the TTCC using a formula the community center created. The other towns are paying what the TTCC is requested.

BEACHES: There was a question with regard to how many beach attendants are hired and what their responsibilities are. It was noted that there are four beach attendants who work on a rotating schedule to provide coverage for the beaches. This past summer, one of the attendants was charged with daily maintenance of the beaches and the other three provided shift coverage for parking and enforcement of beach regulations. There was a comment that the beaches were not well maintained.

KELLEY PARK: No comments

LIBRARY: There was a request for the budget committee to reconsider restoring funding to \$149,861. The budget committee reduced this amount by approximately \$10,000. Ashley Dolloff commented that the \$10,000 represents a part-time assistant becoming full-time with benefits. The budget committee overwhelmingly felt that staffing levels should stay at current levels. Once the library has been operating for a year with the new addition open, staffing needs could be better evaluated.

PATRIOTIC: No comments

CONSERVATION COMMISSION: No comments

HISTORIC DISTRICT COMMISSION: No comments

SOCIAL SERVICES: No comments

PRINCIPAL L/T DEBT: The increase in this line is due to new debt service for the Library addition and the Water/Sewer upgrade project downtown. The library project is a ten year term at 2.12% and the Water/Sewer Upgrade project is a fifteen year term at 2.54%.

INTEREST L/T DEBT: No comments

TAX: Town Administrator Capone said the objective is to borrow as little as possible and the cash flow is watched closely. The amount used from the TAN has been decreasing in the last two years. The Town Administrator was hopeful that the trend would continue, but it could be impacted by the downtown project in the spring of 2013 due the fact that we pay for project work upfront and then wait for reimbursements from the Federal government.

CAPITAL PROJECTS: Line 4901-770 (Town Building Maintenance Fund) now includes the amount from the Contingency fund. The contingency funds have been used primarily for building emergencies in the past and the Committee and the Board of Selectmen felt that this was the best account in which to place these funds.

CAPITAL EQUIPMENT: Line 760 (Police Cruiser) is no longer a warrant article but included in the annual operating budget. In total, the town has five police vehicles. There is a five year replacement cycle for the police vehicles. A member of the public commented that in 1992 a warrant article was passed at town meeting stating that all police cruisers be marked. The new cruiser will be a marked police cruiser.

SEWER CAPITAL PROJECTS: A public member asked if the rate hikes have had any effect with users. Superintendent Jeff Chartier said there have been no problems.

SEWER OPERATIONS: No comments

SEWER DEBT SERVICE: No comments

WATER CAPITAL PROJECTS: No comments

WATER OPERATIONS: No comments

WATER DEBT SERVICE: No comments

WARRANT ARTICLES:

Article 12: To see if the Town will raise and appropriate the sum of Seventy Thousand Dollars (\$70,000) for the purchase of lighting fixtures for the Central Square Transportation Project.

- **The Budget Committee recommends this article 8-4**
- **The Board of Selectmen recommend this article 5-0**
- 15 or 16 light fixtures in total. Grant funding for some of the fixtures has been applied for.

Article 13: To see if the town will vote to raise and appropriate the sum of Eight thousand Dollars (\$8,000) to continue work on a revision of the Town's Master Plan.

- **The Budget Committee recommends this article 7-5**
- **The Board of Selectmen recommends this article 5-0**
- The Budget Committee voted on the original amount of \$15,000. The Planning Board reduced the amount to \$8,000 since then.

Article 14: To see if the Town will vote to raise and appropriate the sum of Thirty Thousand Dollars (\$30,000) for energy efficiency improvements to the Fire Station and the Town Offices.

- **The Budget Committee recommends this article**
- **The Board of Selectmen recommend this article 5-0**
- \$3,000 to \$4,000 will be used in the Fire Station. \$5,000 to \$6000 will be used to replace the 45 year old windows in the old section of the Town Office building. Approximately \$19,000 to \$20,000 will be used for a new heating system at the Town Offices.

Article 15: To see if the Town will vote to raise and appropriate the sum of Fifty nine thousand nine hundred thirty three Dollars (\$59,933) for repairs to the Old Town Hall.

- **The Budget Committee recommends this article**
- **The Board of Selectmen recommend this article 5-0**
- A public member wanted to know if this amount included work to the Old Fire Station. The Town Administrator noted that the repairs to the Fire Station would be handled as normal maintenance within the operating budget. This amount is only for work to be done at the Old Town Hall.

The Public Information Session was closed at 9:21pm.

The Town Administrator informed the committee that any changes to the operation budget by the Budget Committee will necessitate another public hearing. A second public hearing has been noticed for February 11th at the Fire Station.

Mark Chevalier made a motion to adjourn the meeting to Tuesday February 5th at 7:00pm at the Town Offices to afford the committee time to review the public comment and the warrant articles. The motion was seconded by Ron Preble.

- **Vote 10 In Favor 2 Opposed Motion Passed**

Adjournment:

Mark Chevalier made a motion to adjourn, seconded by Barbara Greenwood, passed with all in favor. The meeting was adjourned at 9:36pm.

Respectfully submitted,
Wendy Costigan, Secretary