

Budget Committee
Meeting Minutes
January 11, 2016

Present:

Chair- Kerrin Rounds, Ernie Richards, Tom Keegan, William Cote, Kevin McCaffrie, John Sellers, Ron Preble, Carol Huber, Bob Emerson, Don Milbrand, and Shaun Lagueux.

Absent: Dave Carr and Ashley Dolloff.

Others Present: Town Administrator Nik Coates, Fire Chief Steve Yannuzzi, and Library Director Brittany Overton.

Call to Order:

Committee Chair Kerrin Rounds called the meeting to order at 7:03pm.

Review of Minutes:

Kerrin Rounds asked the committee to review the minutes from January 4, 2016. Carol Huber made a motion to accept the minutes as written, seconded by Kevin McCaffrie. The Committee voted 9-0-2 in favor of the approving the minutes as written.

Correspondence:

Old Business:

John Sellers made a motion to take the Executive budget of \$220,284 off the table, seconded by Don Milbrand. The Committee vote 11-0 in favor of the motion.

Kerrin Rounds informed the Committee that the Select Board requested that \$1 be added into the website line in the Executive budget so that funds can be moved into that line later. Kerrin Rounds made a motion to change the town website line from zero to \$1, seconded by John Sellers. The Committee voted 11-0 in favor of the motion.

Kerrin Rounds informed the committee that the numbers for the Copier are based on a contract for several departments. The contract is for a period of five years. The Police department and Library are the only departments that have their own copiers. Mr. Lagueux made a motion to increase Line 343 Copier to \$2,100, seconded by Bob Emerson. The Committee voted 8-3 in favor of the motion.

Kerrin Rounds informed the Committee that there is no contracted price in office supplies. Mr. Lagueux made a motion to increase Line 620 Office Supplies to \$2,500, seconded by Bob Emerson. The Committee voted 5-4-2 in favor of the motion.

Shaun Lagueux made a motion to increase Line 625 Postage to the original request of \$2,450, seconded by Don Milbrand. The Committee voted 6-4-1 in favor of the motion.

Shaun Lagueux made a motion to move the Executive budget at \$221,635, seconded by Kevin McCaffrie. The Committee voted 9-2 in favor of the motion.

New Business:

Fire Department:

- Don Milbrand moved the Fire Department at \$926,300, seconded by Ron Preble.
- John Sellers made a motion to reduce Line 345 Computer Expense to \$1,700, seconded by Ernie Richards. Chief Yannuzzi informed the Committee that \$2,500 is the cost of two extra iPads for electronic patient reporting. There was discussion regarding the estimates for the iPads.
Vote: 0 In Favor, 7 Opposed, and 4 Abstentions. The motion fails.
- John Sellers made a motion to reduce Line 293 Uniform Allowance by \$300 to \$3,400, seconded by William Cote.
Vote: 4 In Favor, 5 Opposed, 2 Abstentions. The motion fails.
- John Sellers made a motion to reduce Line 391 Training and Education to \$8,000, seconded by Ernie Richards. Chief Yannuzzi informed the Committee what the training included for the department employees and the cost for each type of training.
Vote: 1 In Favor, 6 Opposed, and 4 Abstentions. The motion fails.
- John Sellers made a motion to reduce Line 410 Electricity to \$7,000, seconded by Ernie Richards.
Vote: 3 In Favor, 6 Opposed, and 2 Abstentions. The motion fails.
- William Cote made a motion to reduce Line 432 Station Maintenance to \$4,000, seconded by John Sellers. Chief Yannuzzi informed the Committee about maintenance items that need to be done at the fire station.
Vote: 3 In Favor, 6 Opposed, 2 Abstentions. The motion fails.
- John Sellers made a motion to reduce Line 411 Heating Oil to \$8,500, seconded by Carol Huber. The Chief informed that Committee how many gallons of heating oil on average the fire station uses per year. Don Milbrand made a motion to amend the amount to \$9,000, seconded by Kevin McCaffrie.
Vote (on amendment): 7 In Favor, 3 Opposed, and 1 Abstention. The motion passes.
Vote (reduce to \$9,000): 5 In Favor, 4 Opposed, and 2 Abstentions. The motion passes.
- John Sellers made a motion to reduce Line 433 Radio Repairs to \$1,200, seconded by Carol Huber.
Vote: 3 In Favor, 7 Opposed, and 1 Abstention. The motion fails.
- John Sellers made a motion to reduce Line 620 Office Supplies to \$800, seconded by Carol Huber.
Vote: 5 In Favor, 5 Opposed, and 1 Abstention. The motion fails.
- John Sellers made a motion to reduce Line 635 Gas/Diesel to \$9,000, seconded by Carol Huber. Chief Yannuzzi informed the Committee that he uses the state pumps in Bristol for diesel for the fire engines.
Vote: 1 In Favor, 8 Opposed, and 2 Abstentions. The motion fails.
- John Sellers made a motion to reduce Line 812 EMS Equipment-New Equipment to \$4,000, seconded by Don Milbrand. Chief Yannuzzi informed the Committee that the lease cost for the defibrillators' cardiac monitors is \$717 per month. Mr. Sellers withdrew his motion and Mr. Milbrand withdrew his second.
- Don Milbrand made a motion to increase Line 140 Overtime to \$45,000, seconded by Ron Preble. There was discussion regarding the overtime budget. Chief Yannuzzi informed the Committee that the average amount budgeted for overtime is \$39,300 and the average overtime use is \$47,000. Part-time and per diem staffing was discussed.
Vote: 6 In Favor, 4 Opposed, and 1 Abstention. The motion passes.
- Shaun Lagueux made a motion to accept the Fire Department budget at \$927,651, seconded by

Kevin McCaffrie.

Vote: 8 In Favor and 3 Opposed. The motion passes.

Forestry:

- Shaun Lagueux made a motion to accept the Forestry budget at \$4,500, seconded by Don Milbrand. The discussion included the expected arrival of the new truck, the state grant that was delayed, and the cost of the outfitting of the new forestry truck.

Vote: 11 In Favor. The motion passes.

Crossing Guards:

- Shaun Lagueux made a motion to accept the Crossing Guards budget at \$9,407, seconded by Ron Preble. The discussion included the number of guards needed, the location of the guards, and the school district involvement in paying for crossing guards.

Vote: 10 In Favor and 1 Abstention. The motion passes.

Emergency Management:

- Shaun Lagueux made a motion to accept the Emergency Management budget at \$1,500, seconded by Don Milbrand.

Vote: 11 In Favor. The motion passes.

Fire Betterment:

- Shaun Lagueux made a motion to accept the Fire Betterment budget at \$10,000, seconded by Don Milbrand. The purpose of the budget line was discussed. Kerrin Rounds informed the Committee that this is a fee the town pays the Water/Sewer department for maintenance of the fire hydrants.

Vote: 11 In Favor. The motion passes.

Land Use/Health Office:

- Shaun Lagueux made a motion to accept the Land Use/ Health Office budget at \$22,731, seconded by Don Milbrand. The increase in the hours for this position was discussed.

Vote: 11 In Favor. The motion passes.

Animal Welfare:

- Shaun Lagueux made a motion to accept the Animal Welfare budget at \$1,000, seconded by Don Milbrand. John Sellers made a motion to amend the amount of the Animal Welfare budget to \$750, seconded by William Cote.

Vote (on amendment): 9 In Favor, 1 Opposed, and 1 Abstention. The motion passes.

Vote (reduce to \$750): 9 In Favor, 1 Opposed, and 1 Abstention. The motion passes.

Health Agencies:

- Shaun Lagueux made a motion to accept the Health Agencies budget at \$33,400, seconded by Ron Preble. There was discussion regarding using taxation to fund health agencies. Carol Huber made a motion to reduce Line 350 NANA to \$20,000, seconded by Ernie Richards. There was discussion regarding the way NANA charges for services.

Vote (on amendment): 4 In Favor, 4 Opposed, and 3 Abstentions. The motion fails.

Vote (at \$33,400): 5 In Favor, 4 Opposed, and 2 Abstentions. The motion passes.

Welfare Administration:

- Shaun Lagueux made a motion to accept the Welfare Administration budget at \$12,284, seconded by Don Milbrand.

Vote: 10 In Favor and 1 Opposed. The motion passes.

Welfare Services:

- Shaun Lagueux made a motion to accept the Welfare Services budget at \$43,350, seconded by Don Milbrand. The discussion included the fluctuations of the welfare services and the competent administration of the department to ensure that applicants do qualify.

- John Sellers made a motion to reduce Line 291 Food to \$700, seconded by Ernie Richards.

Vote: 8 In Favor, 1 Opposed, and 2 Abstentions. The motion passes.

- Carol Huber made a motion to reduce Line 410 Electricity to \$3,000, seconded by John Sellers. The guidelines of the program were discussed.

Vote: 6 In Favor, 3 Opposed, and 2 Abstentions. The motion passes.

- Tom Keegan made a motion to amend the line to \$7,000. There was no second.

- Carol Huber made a motion to reduce Line 411 Fuel to \$6,000, seconded by Ernie Richards. Fuel prices were discussed.

Vote: 7 In Favor, 2 Opposed, and 2 Abstentions. The motion passes.

- **Vote: Welfare Services budget at \$39,050: 8 In Favor, 1 Opposed, and 2 Abstentions. The budget passes.**

Recreation:

- Bob Emerson made a motion to accept the Recreation budget at \$103,803, seconded by Don Milbrand. The Committee discussed the increase that the TTCC is requesting from the towns. William Cote made a motion to reduce Line 890 by \$4,100, seconded by Don Milbrand. After discussing the motion Don Milbrand moved to table the discussion, seconded by Ron Preble. The Committee voted 11-0 in favor of the motion.

Beaches:

- Shaun Lagueux made a motion to accept the Beaches budget at \$21,424, seconded by Carol Huber. The cost of the chemical toilets was discussed. There was discussion regarding the printing, improvements, and materials and supplies.

- John Sellers made a motion to reduce Line 413 Chemical Toilets to \$4,000, seconded by Ernie Richards.

Vote: 6 In Favor, 4 Opposed, and 1 Abstention. The motion passes.

- **Vote: Beaches budget at \$20,424: 11 In Favor. The budget passes.**

Kelley Park:

- Kerrin Rounds made a motion to table the Kelley Park discussion, seconded by Don Milbrand. The Committee voted 10-0-1 in favor of the motion.

Library:

- Shaun Lagueux made a motion to accept the Library budget at \$176,703, seconded by Ernie Richards.

- The Committee discussed the library revenues, the copier expense, cleaning services, and electricity and the solar array.

- William Cote made a motion to reduce Line 343 Copier to zero, seconded by Don Milbrand.

Vote: 11 In Favor. The motion passes.

- **Vote: Library budget at \$175,717: 11 In Favor. The budget passes.**

Member Comments:

Kerrin Rounds informed the Committee that another meeting will be added on Tuesday January 19th at 7:00pm to discuss the items from the first meeting and the tabled items.

Ernie Richards commented that he would like the Committee to receive back up details on the warrant articles from the Select Board. Shaun Lagueux commented that the Select Board will be voting on them at the next meeting.

Ernie Richards asked to see revenue sheets.

Ernie Richards asked for time to be scheduled for discussion on department budgets previously discussed. Kerrin Rounds replied that there will be time at the February 1st meeting.

John Sellers commented that he is not at the meetings to be against department heads but to watch out for the budget.

Select Board Comments:

Administrator's Report:

Nik Coates informed the Committee that he spoke with Chief Lewis regarding the body cameras and the Chief is not asking for money at this time to fund them due to pending legislation. If the legislation changes, the Chief will ask for a vote at Town Meeting or request funds in a line item.

Kerrin Rounds requested that updated budgets be emailed but no new printed versions are needed until February 1st.

Adjournment:

Shaun Lagueux made a motion to adjourn, seconded by Carol Huber, passed with all in favor. The meeting was adjourned at 9:37 pm.

Respectfully submitted,
Wendy Costigan, Secretary