



## Highway Building Bond Hearing

Town Budget Hearing  
Selectmen Meeting  
1/24/2017  
Approved Minutes

**Present:** Selectmen Louise Lavoie, Bernie O’Grady, Charles Moser; Brenda Wiley, Kathy Wile; Dave Morrison, Bob Bergeron, Deb Morrison; members of the public.

**Called to Order:** The Selectmen Meeting was called to order by Louise at 7:31 PM. It was noted that the payroll and accounts payable manifests had been signed. Charlie moved to suspend the Selectmen Meeting to be continued following the HD Building Bond Hearing, second by Bernie 3 votes to suspend the Selectmen meeting at 7:33 PM.

The **Highway Building Bond Hearing** was called to order at 7:34 PM by Louise Lavoie, Select Board Chair. Bernie O’Grady, as Selectman and member of the Building Committee, was asked to read the proposed warrant article:

“To raise and appropriate the sum of Three Hundred, Sixty-Three Thousand Dollars (\$363,000) to build, equip, and furnish a new highway garage and office for the Town of Mason and to authorize the issuance of not more than Three Hundred, Sixty-Three Thousand Dollars (\$363,000) of bonds or notes in accordance with the provisions of the Municipal Budget Finance Act (RSA 33) ; to authorize the Selectmen to apply for, obtain and accept Federal, State or other aid, if any, which may be available for said project and to comply with all laws applicable to said project; and to authorize the Selectmen to issue, sell, negotiate and deliver such bonds or notes and to determine the rate of interest thereon and the maturity and other terms thereof; and to authorize the Selectmen to take any other action or to pass any other vote relative thereto.

(Recommended by the Board of Selectmen)”

Bernie went on to say the proposed building would be a 60’ x 80’ steel building which would incorporate the existing office structure under the same roof. Proposal includes renovating the current office space, removing the tool building, groundwork, a well that would serve both the HD and FD buildings. The quanset hut could remain in place. The drawing of the building was not ready in time for the hearing, but would be soon. The hearing was then opened to questions.

Bob Young asked how far into the future this building would take the town, and clarified he meant in terms of capacity. Bernie explained the building could be expanded to include another 20’-40’ if needed, but he didn’t foresee the Town needing much more room as there would likely not be too many more miles of roads being added to require more equipment/vehicles.

As for other tools/equipment – other than installing a drainage system, the tools/equipment they have now are all they need, according to Road Agent Dave Morrison.

Bob Larochelle offered to do a large print of the site plan/drawing when it was ready.

What is the estimated completion date? If approved, construction would start in April/May, be completed by the fall.

Is there a bond rate established? Brenda Wiley said they have been told likely 2 1/2% over 20 years; that is not firm until vote is made, rates at that time prevail. No payment amount yet, will have more information at Town Meeting.

Barbara Devore suggested making a video/virtual tour of the existing facilities to put online to help demonstrate the need for a new building.

Bob Young asked if there were any Federal or State money/grants available to help with the cost? Not that anyone is aware of but could be further researched. Have solar options been considered – would the roof be able to support an array? Not included in the plan at this time, not sure about the roof load but could always do a ground mounted system if the town wanted to pursue that.

Charlie asked if there were any other questions or comments. There being none, Charlie made a motion to close the hearing. Louise seconds, and there **are 3 votes to close the bond hearing at 7:51 PM.**

Charlie moved to re-open the Selectmen meeting, seconded by Bernie.

**3 votes to re-open the selectmen meeting at 7:54 PM.**

**Approvals:** Minutes of Jan 10, 2017 BOS meeting were reviewed, one change was made. Louise moved to accept the minutes of 1/10/17 as amended, Bernie seconded, three votes to accept as amended.

Minutes of the Jan 17, 2017 Preliminary Budget Meeting were also reviewed. Charlie moved to accept the minutes of the 1/17/2017 meeting as written, Louise seconded, 3 votes to accept the minutes as written.

There was an intent to cut submitted for signature. Kathy asked it not be signed yet as she had not had time to review procedure on this kind of intent. BOS consensus was that it would be approved if everything was in order, and they would come in to the office individually to sign.

**New Business:** Parking for the new FF Forestry Tanker was next on the agenda. Selectmen referred this to Chief Fred Greenwood, who explained that former chief Baker had told him the plan was that it would be parked in the HD building. Repairs were completed and the tanker would soon be coming “home”, and as part of the original deal with the state for the truck there was an agreement that it would be kept under cover. Bernie added the quanset hut would be available for extra vehicle parking once the new construction was completed, but there was no available space until that time. Fred was agreeable to that plan.

**Public Forum:** Town Clerk Deb Morrison said that the filing period for Public Offices opens WJan 25<sup>th</sup> and goes through Friday Feb 3<sup>rd</sup> at 5:00.

Bob Larochelle asked what the life expectancy of the quanset hut at HD was, consensus was that though there are some corrosion issues, there were no structural concerns, and many more years were expected.

Barbara Devore noted that the next Community Supper (Feb 9<sup>th</sup>, 5:30-7:00) would be a 5<sup>th</sup> year celebration of the event. She suggested the HD bring a picture of the proposed building, and set up a table to share information.

Brenda Wiley had calculated a possibly bond payment of \$20,000/year, but will confirm these numbers.

Louise made a motion to open the Budget Hearing; Charlie seconds, 3 votes to open the hearing.

**Budget Hearing was opened at 8:16 Pm by unanimous vote.** Bob Larochelle, member of the Budget Advisory Committee, joined the selectmen's table.

Please note line 6013, Ambulance, should be adjusted to \$20,870.00, final number from Brookline.

It was agreed to go through the budget starting at the beginning.

**Revenues and Appropriations:**

**4020:** Selectmen entered the amount of \$265,000 as a budget number

**4077:** Nothing budgeted for 2017, as bond was paid off

No changes made on p2.

**Capital Outlay:**

**6032-42:** final number needed for AirPacks, from Chief Greenwood

**6032-43:** Increase from \$37,000 to \$39,000 for actual costs expected, per Chief Greenwood

**Operating Transfers Out:**

**6036-31** zeroed out, not asking this year pending radio upgrades and more plan details on proposed building.

**Conservation:**

No changes, slight (2%) increase for expenses

**Culture & Recreation:**

**6024-01:** Parks Maintenance up 1.5%, salary increase for town employees. Associated costs of WC, payroll taxes will reflect that amount throughout all departments as well.

**6025-01:** Salary increase of 1.5%

**Library:**

**6026-01,02:** Salary increases projected

**6026-06, 14:** Telephone/internet and IT expenses – these lines will show an increase throughout the departments at Mann House and PD, to reflect contract increase with IT service provider as well as increase in cost of new internet connection.

**Patriotic Purposes:**

Level with last year

**Debt Service:**

Down 62% reflecting on only one bond (backhoe) being active

**General Government – Executive:**

No increase

**Election, Registration and Vital Statistics**

**6001-01:** Moderator fees down, fewer elections in 2017

Entire election budget down due to fewer elections than last year

**6001-03, 05:** 1.5% increase, salaries, taxes, WC

**6001-20:** Equipment replacement increase to cover planned expense of computer replacement. Telephone, IT services increasing as previously explained.

**Financial Administration:**

**6002-04:** Part-time Admin salary increase. Charlie explained the AA had been hired at a low rate, but had since grown into the position well and deserved appropriate compensation. Payroll taxes increase accordingly.

**6002-21:** same increase of rate of internet, and correction in formula of phone/internet sharing with building inspector.

**6002-24:** Town website increase in webmaster salary at her request, based on time involved, quality of her work over the 3 years she has been doing this at her original (low) rate.

**Revaluation of Property:**

**6003-01 Assessing** down, only cyclical work this year

**6003-02 Tax Map Update** Town was not charged for updates done this year

**Legal Expenses:**

Projected budget down, in keeping with expenses of 2016

**Personnel Administration:**

**6005-02** Insurance costs are down

**Planning and Zoning:**

Planning Board is level funded, including training budget. While not used last year, this year's board will have new membership.

Zoning Board Training **6006-10** increased for new membership training as well.

**6006-05** stipend for clerk adjusted to represent the 12 planned annual meetings

**6006-11** Historic District Expense reduced to place holder amount of \$1.00

**General Government Buildings:**

**6007-01** Custodial Services reflects a 2% salary increase for cleaning the Mann House and Town Hall requested by cleaning service.

**Cemeteries:**

Increases due to 1.5% salary increases and associated costs

**Insurance:**

**6009-01** Property & Liability Insurance up \$29.00

**Advertising & Assoc:**

No changes

**Other Gen Gov't:**

**6011-01** slight increase in NHMA membership fee

**Health:**

No change from last year

**Highways & Streets:**

**6018-01** Road Agent salary, as agreed upon in hiring negotiation, shows as an increase for 2017. Not an extra raise.

**6018-02,03,04** all reflect the town wide 1.5% salary increase.

**6018-05** Part Time wages increased, noted a corresponding decrease in **6018-06** overtime wages

**6018-09** Retirement down, due to nature of work force

**6018-16** Calcium increase cost associated with the change of method to apply calcium to dirt roads for dust control. Method will be wet application, which has been done in the past and believed by RA to be more effective. Asked if the percentage of increase – 167%- was the correct figure, yes it was confirmed to be correct.

**6018-24** slight decrease

**6018-32** Aggregate – down from last year, but RA was asked why there should be anything there?

Explained that town had used ½ of what was crushed last year, and while it does not need to be done plan was to even out the cost and avoid bi-yearly spikes in that line of the budget. It was asked if there needed to be a minimum amount done – Dave Morrison will look into that and report back to selectmen. No change was made to the line amount in the mean time.

**Highway Department Expenses:**

**6019-05** Equipment Maintenance slight increase, reflecting needs of current equipment

**6019-12** Safety Equipment decrease of \$800

**6019-14** Vehicle Fuel down, based on current costs

Overall decrease of 2% in this area (6019)

**Street Lighting**

As billed by Eversource

**Police Department:**

**6012-02,30** Town wide 1.5% salary increase

**6012-07** Retirement slight increase as mandated by state formulae

**6012-13** Uniforms increased, covers equipment such as bullet proof vests which have a shelf life, as well as actual clothing items.

**6012-22** Second Patrolman – position not filled in 2016

**6012-29** Telephone and Internet – same reasons for increase as other departments

**6012-34** Cop Sync License – new software which would allow real time communication between police and those inside the school in case of a lock down situation

**6012-35** Child Advocacy Center Dues – new program membership for PD

**Fire Department:**

No changes made to amounts requested, note total will show slight decrease due to decrease in official number for Ambulance.

**Building Inspection:**

**6015-03** Will not be paying mileage, BI is local

**Emergency Management:**

No changes made to numbers given by FD

**Sanitation:**

Wilton Recycling Center budget is down

**Welfare:**

No change from last year

**Total Operating Expenses are down by 3%**, with warrant articles included the total budget would be **decreased by 2.6%**

There will be an additional, non-funded warrant article regarding the dissolution of the K-9 Fund. The article provides for the existing fund to be dissolve, and funds would be split into 2 new trusts, based on their source, to be used by the PD for non-operating expense purposes.

Questions and comments from the attending public were:

What happened to last year's budget surplus?

Last year's budget surplus went to the general fund balance, and drawn upon (\$170,000) to reduce the municipal amount of the tax rate, as allowed and regulated by DRA. Selectmen felt it important to hold the line or reduce that amount in light of the revaluation last year, and that all other areas of the tax rate had increased.

Why a large increase in the school portion of tax rate?

School increase is based almost completely on the tuition paid to Milford – by contract, that amount does increase annually, and the number of students increased as well. People are encouraged to attend the school deliberative session on Sat Feb 4<sup>th</sup>.

Good job, selectmen at keeping numbers down.

How was 1.5% chosen for salary increases?

A higher rate would not be sustainable, nor in keeping with the long range goal of keeping tax rate down into the future.

There being no other questions or comments, Louise moved to close the budget hearing. This was seconded by Bernie, with all three selectmen voting to **close the budget hearing at 8:58 PM.**

**The BOS meeting was re-opened at 9:00 PM.** It was announced that if there were no other public comments, the BOS would be meeting in non-public session for the final part of the meeting. No business was conducted while those in attendance left the building.

Louise moved to enter non-public session per RSA 91-A:3,IIb, seconded by Charlie. Louise, Bernie and Charlie voted to enter non-public session at 9:05 PM.

Public meeting was reconvened at 9:23 PM. Charlie moved to seal the minutes of the non-public session, seconded by Bernie for reason that information could adversely affect the reputation of someone other than a selectman. Louise, Bernie and Charlie voted unanimously to seal the minutes.

**Adjourned:**

Louise moved, seconded by Bernie to adjourn the meeting. BOS meeting was adjourned by unanimous vote at 9:26 PM.

Next scheduled BOS Meeting is to be held February 14, 2017 at 7:30 PM at the Mann House.

Respectfully Submitted,  
Kathy Wile  
Administrative Assistant