



Selectmen Meeting 12/19/2017

Approved Budget Meeting Minutes

Present: Selectmen Louise Lavoie, Bernie O’Grady, Charles Moser; Kathy Wile, Brenda Wiley, Dave Morrison, Debra Morrison, Bob Bergeron..

Called to Order: The meeting was called to order by Louise at 7:08 PM.

Approvals:

- Request to disperse Rail Trail Repair Funds was reviewed and found to be in order. Louise motioned, second from Bernie, to approve dispersal of the funds requested in the amount of \$1375. Three votes to approve dispersal of funds.
- Intent to cut timber at Russell Abbott State Forest signed; noted that Tax Lot number was not on it, Kathy will add that.
- Town’s assessor Todd Haywood requested to be allowed to have remote access to town assessing database. Selectmen agree it is a good idea to allow quicker response to questions, and wondered about what the cost savings may be. There was shared concern about having IT services Microtime move that information to a separate user account before setting up the access.
There was a second request to decide if AA Kathy Wile will do data entry for cyclical or if Todd’s assistant would do it. Discussion followed which ended with Kathy beginning the process and if time does not allow, Todd will complete the process as well as do any new sketches.
- Air testing at Mann House cannot be performed before end of year, Wally Brown requested we encumber the money from the 2017 budget to cover the quote. Charlie motioned, second by Bernie to encumber the cost of the quote approved at the Dec 12, 2017 BOS meeting; 3 votes to encumber the amount of \$1450 for testing and the quote was signed by Louise as chair on behalf of the Board.
- Proposal from Protection One for installation of 2 CO detectors for the Mann House/library at request of library staff. One for basement of Mann House, other for lower level of the library. Selectmen agreed to installation if the Library shares the cost.

New Business:

Budgets for the following departments were discussed:

Highways and Streets

6018 – Highway Town Maintenance

Line Items discussed due to proposed changes over the 2017 budget are as follows:

6018-05 Part Time Wages increase of \$7000 proposed to fund a summer youth employment program, agreed to by selectmen. No power equipment will be handled by participants.

6018-12 Consulting Engineer line should be left at \$500

6018-13 Paved Road Restoration – need to consider if that line should stay flat, or need to be increased. How much of the SB 38 money left can be used toward 2018 paving projects. Brenda to get updated numbers on the SB fund balance

6018-15 Culverts Dave has been working with the Hazard Mitigation Plan Update with NRPC and they have addressed flooding. Adding Box culverts to areas with beaver activity would help mitigate their efforts, he would like to add \$5000 to the culvert line, raising it to \$7,400. Agreed by selectmen.

6018-16 Calcium Chloride wet application plan worked well last year, Dave would like to get more of the roads done next year by increasing that line to \$17,000. Agreed by selectmen.

6018-32 Aggregate Discussion about the quantity of aggregate used for repairs for the recent October storm, and a need to replace that. Other discussion on whether to continue asking for a warrant article every few years or to conform annual budget to the predictable need. Final decision was to add \$5000 to bring it to \$15,000, and also to encumber \$7500 for next year. Bernie was clear he approve the changes in order to crush road gravel only, not larger sized gravel.

6019 Hwy Dept Expenses

6019-05 Equipment Maintenance Overspent this year, discussion on nature of repairs. Much of budget went for grade, should be set for big expenses for a couple years. Discussion of existing capitol reserve fund for equipment – it currently has \$3000; should be adding at least \$5000 every year. This will be a warrant article for this year.

6019-06 Edges for Plowing Over budget this year, would like to assume this will be a recurring cost and add \$500 to the budget line, making it \$3000. Agreed by selectmen.

6019-08 Chains over last year, add \$300 for next year as there are none in reserve. Agreed by selectmen.

6019-10 Radios Discussion focused on replacing radios to keep with what FD has done, all in one year for \$10,000 as opposed to breaking it into 2 years. Dave mentioned some conversation by the state to possibly go in a different direction in the near future; he will get more information and report back on that. Meanwhile, there is a tentative plan to ask for \$9.460 in a warrant article to swap out truck radios for high band to be in sync with FD, PD and dispatch. Agreed by selectmen.

6019-13 Tools Time to replace some tools, please increase to \$750. Agreed by Selectmen.

Other warrant articles? Small sander for parking lots.

Encumber amount left in the SB 38 money – Brenda to bring that figure. Overall, 6018 and 6019 proposed at +\$ 17,650 over 2017.

Town Clerk/Tax Collector Deb Morrison had her budget.

6001-11 Office Supplies Proposed increase of \$500 includes the cost of implementing the approved credit card system/machine. Agreed by Selectmen.

6001-13 Software Maint/Update Increase of \$165 reflects Credit card machine, Avitar increase. Agreed by Selectmen.

6001-14 Telephone and Internet Decrease of \$437 reflects new adjustment of share of service

6001-20 Equipment Replacement decreasing, computer replaced in 2017 a one time cost. 2018 amount to be returned to \$500.

6001-22 Tech Support Decrease of \$444 due to reallocation of support costs.

Overall budget proposed has a decrease of \$1204.

Adjourned:

- Charlie motioned to adjourn, second by Bernie, to adjourn the meeting. Unanimous vote to adjourn at 9:05 PM.

Next regularly scheduled meeting will be Thursday, December 28, 2017 at 7:30 PM at the Mann House. The change of date will be posted.

Extra meeting for the budget process on Jan 2, 2018 will be posted.

Respectfully Submitted,
Kathy Wile
Administrative Assistant