

**TOWN OF DEERFIELD, NH  
MUNICIPAL BUDGET COMMITTEE  
George B. White Building  
8 Raymond Road, Deerfield, NH 03037  
December 5, 2017  
MINUTES**

**Call to Order:**

6:30 pm – Chair called the meeting to order

**Pledge of Allegiance to the Flag:**

Chairman Dill asks all to rise and pledge allegiance to the Flag

**Roll Call:** Alden Dill, Chair, Members Troi Hopkins, David Carbone, Phil Bilodeau, Ben Menerd, Andrea Hotaling, Zach Langlois, School Board Representative, Andrew Robertson, Select Board Representative.

Absent: John Dubiansky, James Spillane, excused, both working and Kevin Verville stated that he wouldn't be in attendance at the last meeting because he is working out of town.

Ms. Hopkins stated to Chairman Dill that she had to leave tonight at about 7:45 pm because she had a prior commitment.

Chairman Dill stated that he hoped that we're all leaving at 7:45 but I doubt it.

**Review of Outstanding Minutes:**

Chairman Dill stated so there was an issue with the recording secretary. The town administrator had not been notified by the previous chair that we hired the recording secretary at the higher BOS rate. That has since been figured out so we did get a big glut of minutes out.

We have the 5/21, the 5/30 minutes and the 5/30 and 9/19 minutes that have been sent to us by the recording secretary.

Has everybody had a chance to read those minutes?

Mr. Langlois stated that he believed it was the 5/30 and 9/21...

Chairman Dill stated yes, the 5/30 and the 9/21.

**Approval of Outstanding Minutes of 5/30/2017 and 9/21/2017:**

**Motion:** Chairman Dill made a motion to approve the minutes from 5/30/2017 and 9/21/2017 as written

**Second:** Mr. Langlois

**Discussion:** Ms. Hotaling chose to abstain as she wasn't in attendance for either of the meetings.

**Vote: Yea 7, Nay 0, Abstained 1 – Motion Carries**

Mr. Langlois asked to note something as well which was that he wanted to note on the 5/30/2017 minutes when we were discussing the schedule, because it's kind of come up a couple of times. Page, top of page six, the former chair did mention that it was a schedule not set in stone, just flushed out schedule so people have a transparency, can make appropriate planning. I just want to point that out because he has repeatedly said that it was a schedule set in stone and that we were not following the protocol that we laid out.

Chairman Dill added and we didn't vote on the schedule

Mr. Langlois stated correct as a committee record.

Chairman Dill stated that is why we have minutes that are now established.

Chairman Dill stated that we actually have people here for a change. Do we have any Citizen's Comments before we get going?

Keeps the room from being so echoey if we have people sitting there.

**Citizen's Comments:**

None

**Budget Review:**

Chairman Dill stated that thought that we would jump right into the budget review. We've got basically everybody else except the police and fire who we are going to do on Saturday so hopefully we can buzz right through these and get done.

Chairman Dill asked Mr. Robertson if he wanted to start.

Mr. Robertson stated that sure that he would get things rolling.

**Motion:** Mr. Robertson moves the approve the Town Clerk/Tax Collector budget in the amount of \$123,121.53

**Second:** Mr. Langlois

**Discussion:** Mr. Robertson stated that he thought if you look at this budget, there's a couple of items that stand out. There's an equipment increase and a postage increase and I would note that we have the town clerk and the assistant town clerk in the room with us and if you have questions I would certainly invite them to the microphone to provide detail.

Chairman Dill asked both to the microphone. That's the whole reason we had you come in. If you guys want to hop on over there and I'm going to guess that the 189,000 percent question on the equipment is going to be the big one.

Mr. Robertson stated that well the postage has doubled too.

Chairman Dill repeated that the postage has gone up too.

Chairman Dill asked Ms. Roberts and Mr. Barry how they were doing.

Ms. Roberts stated good, how are you.

Chairman Dill replied good, alphabetically you guys cuz you're running out of her quick.

Ms. Roberts started by stated that her name is Kelly Roberts. I'm the deputy town clerk/tax collector and this is Kevin, our town clerk/tax collector and we're just going to go quickly a couple things that you guys have noticed.

It was asked if Ms. Kelly's mic was working as he couldn't hear her that well.

Chairman Dill asked to bring it a little closer.

Ms. Kelly asked if that was better.

All agreed it was much better.

The Town Clerk equipment is, we added \$1,900.00 for a credit card machine.

In the town clerk maintenance vendor line, that went up about \$261.00 for the clerk works software and the PCI security compliance for the credit card machine.

The postage line went up about \$3,300.00. That's a little bit more of, I guess, an explanation in order for that. We are proposing that the office send the tax bills out to a printing company for a mailing service. This is the standard in New Hampshire. Right now, we currently have volunteers come in, in between Kevin, myself and three or four on-call employees, we get the job done twice a year.

As you know, there's going to be a transition in our office and there's going to be a new town clerk/tax collector, a new deputy and possibly new assistants and it would be unrealistic to expect the clerk/collector to be able to do that with untrained staff. The, everything we're talking about with regard to the budget, all depends on these tax bills. They have to go out twice a year. This is what the clerk/collectors are doing in the State of New Hampshire is they're using these services.

So, it's not apples to apples comparison because it's not just straight postage, there's actually service involved. There's paper, there's envelopes so that's where that number comes from.

Mr. Robertson asked the Chair to be recognized.

He would just note that just to sort of, that has been, it's been a nice, old tradition but when tax bills need to go out, I don't know if anyone on the Board has gotten a frantic call saying we need you to come down and stuff envelopes, could you be here this afternoon but and if the budget doesn't flow exactly smoothly and timely, sometimes that's at a last minute, you know we definitely want to get them out before Christmas and the Select Board is in full support of what Kelly is talking about here.

As, as we are with the credit card and debit card reader. I think it'll make it easier to collect fees and taxes now.

Chairman Dill asked on the credit card machines, is that going to be for just vehicle registrations or for taxes too or the...

Ms. Kelly stated the it would be initially the credit card machine is going to be for motor vehicles and over the counter transactions. Once we get, this is a process, once we get this set up but we will eventually be going to online tax payments but there's so many things in the works, I'm trying to do one thing at a time and this is the biggest thing we need to accomplish first.

The Chairman recognizes Ms. Hotaling.

Yes, with the credit card machine, I think you said that you put in some maintenance fees that have to do with that. What about the credit card company fees, you know that they don't do that for free, so you know, do you know what your rate will be and is that in the budget?

Ms. Roberts stated it's on a fee based.

Mr. Barry stated that it's on the vendor maintenance line.

Ms. Kelly stated that the vendor maintenance line went up \$261.00, part of that is for the PCI security compliance that we need to have to have the credit card machines. The service of using the credit card machines will be passed onto the resident if they choose that tender so it's like 2.79 percent that the resident would incur not the town.

The Chair recognized Mr. Robertson

I think and not sure if there's a specific statute or not but I believe that we have to pass the fee on, that we can't take a discounted fee on many of those transactions.

Chairman Dill stated that it makes sense.

Ms. Hotaling stated so then there should be a revenue line, you know, because I think motor vehicle fees are like eight hundred thousand dollars or something if everybody paid but some of that's the state but you know if we're processing it, would we then have this 2.79 percent revenue. It that is, I mean it would offset an expense but I thought expense budgeting you had to budget the gross.

Chairman Dill stated that he thought that Mr. Robertson has an answer for you and recognized Mr. Robertson.

I believe that goes directly off the top of the service provider. It never actually, the service fee never actually comes into our hands. It goes directly to the provider and the only reason I am suggesting that is because I have the same setup in my insurance office and I know that, that I never actually touched the service fee. It goes directly to the vendor.

Ms. Hotaling stated thank you.

Chairman Dill asked if there were any further questions.

Chairman Dill recognizes Ms. Hopkins.

Last year, hi Mr. Barry, last year I had asked about postcards for dog licensing, the more menial type of reminders that we receive instead of the paper folded postage handling. Is that something that since we're sending out printing could be looked into again or...

Mr. Barry stated that it was something that they could look into.

Ms. Hopkins continued that she knew that it was a small expense but you're also looking at time, paper and I do understand the reminders are important but it seems like it could be just like a dental reminder or something else too. Thank you.

Chairman Dill asked if there were any other further discussion on the town clerk?

**Vote: Yea 7, Nay 0, Abstained 0 – Motion Carries**

Chairman Dill thanked both.

Mr. Robertson stated moving on to Information Technology which is page 8, I would:

**Motion:** Mr. Robertson moves to approve the IT Budget in the amount of \$58,259.00

**Second:** Mr. Langlois

**Discussion:** Mr. Robertson stated that there is some back up material provided. Steve Janelle, our IT person, is not with us this evening but I'm assuming that Mr. Harrington could provide detail as he works closely with Steve as to what we need.

Chairman Dill asked if the Board had any questions on this budget.

Chairman Dill recognized Ms. Hopkins

I have a question on the phone. When I am looking at the telephone for all of the other departments, I recognized that our IT person is on call or available, that it seems so much more significant for that person than any other line at \$3,000.00 or \$2,000.00. The rest are listed in the couple of hundreds.

Mr. Harrington stated that that number is actually for equipment, actual phone for a desk for because we, our phones are aging and some of the phones that are currently being used by staff have a blank screen they cannot see what they're dialing or whose calling in or what they're call out.

Chairman Dill stated so that is actual phone.

Mr. Harrington stated that those are actually, that's equipment our own equipment not a phone service line.

Chairman Dill asked Ms. Hopkins if that answered her question and recognized Ms. Hotaling.

In the detail it also says that the biggest thing there is Fairpoint Communications so you know telephone there's replacement sets for \$300.00 but the \$2,580.00 is the Fairpoint Communications. Do we contract with them for our telephone service? You know, is that the landline service that we have.

Mr. Harrington stated that those are our landlines.

Chairman Dill asked if it were for the whole building.

Mr. Harrington stated for several of the buildings. Each of them get billed separately.

Mr. Robertson stated if you, the IT Director's phone is included in that and that is the \$168.00 amount which is his cell phone.

Chairman Dill asked if there were further questions.

Chairman Dill stated that the only other change John was the IT software. I assume that we are buying something that we haven't before?

Mr. Harrington stated right, you see an increase there because many of our computers are on Microsoft 2007 which is no longer supported so he's anticipating as problems occur, he cannot get updates and fixes for those so he's migrating to the new software.

Chairman Dill asked if there were any further questions on IT. Seeing none I'll call for the vote.

**Vote: Yea 8, Nay 0, Abstained 0 – Motion Carries**

Chairman Dill stated that he thought that that made more sense then having Steve drive all the way down here.

**Motion:** Mr. Robertson moves to approve the Property Reval Line \$91,963.84

**Second:** Mr. Langlois

**Discussion:** Mr. Robertson stated looking that this I would note that we're in as you can tell from your back up that we are in year four of a five-year contract with Avitar Associates who do our reevals on a quarterly basis. We choose a percentage of the town each year to revalue to make sure our, our values stay in line with the five-year state RSA requirement.

Chairman Dill asked if the increase in the part time employees, we're putting in more hours in for it.

Mr. Robertson stated that he believed, yes,

Mr. Harrington stated that that's correct. Our clerk is now the sole person running the assessing department for the town. Prior to this, the former finance director took those duties over. That position is no longer filled so this assessing clerk does all of the assessing for the town.

Chairman Dill stated and that's the increase on that part time line.

Mr. Harrington stated correct.

Chairman Dill asked if there were further questions for assessing.

Mr. Langlois stated that the actual for 2017 is, it looks like there's quite a bit left to spent and it looks like it was for 16 as well. Is there a reason why the, I'm sorry, the contract appraisal line, why those seem to have been under the last couple years?

Mr. Harrington stated that he didn't have an answer for that. I can get clarification.

Mr. Robertson stated that he thought the contract appraiser line, that's the person who if you want to dispute or have a discrepancy with your valuation, I believe that's the, the money that's set aside in the contract for a representative to come in and meet with citizens and that depends, to some extent, on how many citizens, how many people we have, that request appointments or clarification or review.

Chairman Dill recognizes Ms. Hotaling

In the detail and it's specific, specifies that last year there was \$25,000.00 for PSNH and NHEC defense and that line is carrying forward this year so apparently PSNH and NHEC have not appealed so we're kind of holding this \$25,000.00 in case there's some big nasty thing that happens and it would seem to me right now Eversource would be very reluctant to anger anybody else in Deerfield so I don't know if we need \$25,000.00 this year.

Chairman Dill stated that he would say, annually before this, that was almost an annually annual fight was reevaluation of every utility pole in town which I think is where Andy is going to go on with that.

Mr. Robertson stated, well no, I'm going to actually defer to John because I'm trying to recollect if we are completely free and clear of our most recent battle....

Mr. Harrington stated that we are not.

Mr. Robertson continued that we are still, not in negotiations but pending court settlement with Public Service anyway, not New Hampshire Electric Coop at this point, I don't believe. Over valuation and we are more than likely going to spend some more money.

Ms. Hotaling stated, so that's the big difference. So, you think you need the 25 even though every year we don't spend it.

Chairman Dill stated over the last two.

Ms. Hotaling stated right.

Mr. Robertson stated that things get sidetracked a little because it all went and we'd spent more legally than we did there but...

Chairman Dill asked if there were any further discussion and seeing none called for the vote.

**Vote: Yea 8, Nay 0, Abstained 0 – Motion Carries**

Chairman Dill stated that we might get out of here on time. Town Hall, page 22. We had tabled this for discussion and Mr. Tibbetts is here to answer those questions so

Mr. Robertson stated that he has forgot the protocol for lifting something off the table to

Chairman Dill moves the budget in the amount of \$50,012.00.

Mr. Robertson stated that he recollected though that you can't just move it, doesn't somebody, somebody that voted in favor of tabling, I believe can remove it from the table.

Chairman Dill stated that he thought we pretty much unanimously voted to table so, so

**Motion:** Mr. Langlois moves that we take that off the table

**Second:** Chairman Dill

**Discussion:**

**Vote: Yea 8, Nay 0, Abstained 0 – Motion Carries**

Chairman Dill stated and the question here

Someone stated that you have to move the budget

**Motion:** Chairman Dill moves the Town Hall budget in the amount of \$50,012.00

**Second:** Mr. Langlois

**Discussion:** Now that we have moved and seconded, it was the, we had a couple questions on here. We had questions on the sprinkler and

Chairman Dill recognizes Ms. Hotaling who stated before we even that I have an overall question because last year there was a special warrant article, which I know is a separate thing, for \$40,000.00 to replace the roof. Did the roof get replaced?

Mr. Tibbetts stated, correct, it did.

Ms. Hotaling continued, then unlike the school budget which, you know, I know there was one out at the website so I started looking at it, the school, when they do last year's budget, if there are operating items there, they increase and show last year's budget and the expenditures against that so I'm wondering why the town budgets differently from how the school does and so a line her that would say repair and maintenance. Why didn't the 2017 go up by \$40,000.00 and then show whatever we spent against that.

Mr. Robertson stated because it is a warrant article and it does show under the warrant article segment of the working budget but it doesn't get put into the...

Ms. Hotaling stated, again, that is different from what the school does because the school had a warrant article for contractual items and they put it back into last year's, you know the columns that says last year's budget.

Mr. Langlois stated that you're referring to the school's like the, the teachers' contract.

Ms. Hotaling stated yes, the teachers' contract.

Mr. Langlois stated so that becomes part of the operating budget, that becomes part of the budget.

Chairman Dill stated where the warrant article is a separate expenditure outside of the budget but they did do the, the roof. I drove by there. They did the roof in like three or four days. It was pretty fast.

Mr. Robertson stated and if you go the warrant article section of the working budget which we don't have yet, when you get it, it will show that money being ...

Ms. Hotaling went on so that's yeah, there was a piece that I just couldn't see and then the other thing went before, as we talk about repairs, because obviously repairs are maintenance line her, I know in last year's figures, there's pretty significant amounts that we build up in the capital reserve funds for repairs and maintenance to the buildings and I want to know what the criteria for using that as opposed to using operating funds.

Mr. Robertson stated well, I think the capital reserve funding that we've done is primarily for emergency things that we are not expecting that come completely out of the blue and that's been our criteria for creating the capital reserve funds and still attempting to budget for what we see as routine maintenance and

Chairman Dill continued that the selectmen are agents to expend the capital reserve fund.

So, in that case, I'm trying to revisit where we were last time with, without you being here so this should make it a little easier. The questions, the main question was on the split between the Town Hall sprinkler system, the maintenance and the repair.

Mr. Tibbetts stated okay, on the Town Hall pump house for sprinkler system, okay, for the, the contract we have to have a contract with a contracts company for the sprinkler system to do its annual checks like four times a year plus the main sprinkler flow tests in the summertime so that's by law, you have to have that done and also the fire alarm, yearly costs, that's the cost of Skycomm for monitoring the Town Hall for that.

The maintenance part of it is, as you know, over the last ten years that we've had a sprinkler system, every year we have major problems; something goes wrong in, valves, leaks or whatever. It's just normal maintenance. Knock on wood, this year, we haven't had, very easy year but that don't mean tomorrow something major can't happen and every time you call a sprinkler company in to do work and I've done a lot of weekends, nights, open in the middle of the night, it costs serious money.

Chairman Dill stated more of just a where a number came out. I think part of the concern was that we didn't have any of the money under the contracted services line and we had it all under sprinkler system maintenance so do we know what the contract and services amount is for the sprinkler system and the fire alarm so we can put it under the contract line rather than under the maintenance line?

Mr. Robertson stated that if you look at that budget Mark, it's pretty much just the opposite of what you just said. We had no sprinkler maintenance in 16, we've, we budgeted nothing, we have 4700 this year.



Mr. Tibbetts stated that he is looking at the one that I had done and it got, it got changed. Under mine, Town Hall contracts, I had \$3,000.00 for sprinkler system yearly testing and fire alarm yearly cost.

Mr. Robertson stated, and that's in there.

Mr. Tibbetts continued and then under maintenance, sprinkler maintenance on maintenance line zero one four one nine four one nine four zero three four three one \$5,000.00.

Mr. Robertson stated and that's in there but looking back to prior years like, we didn't budget anything under that line in 17 and we didn't budget anything in 16 or spend anything in 16 and I think that was, we had some zeros

Mr. Tibbetts stated that he guessed I've been told two or three ways, different ways to do it so this year we broke it up so what it should be. Correct.

Mr. Langlois asked if he knew where it was before.

Mr. Tibbetts stated it was costing right around \$8,000.00 before for the contract, the yearly Skycomm and the maintenance. We've been adding a little bit to the maintenance every year because one year we spent \$10,000.00 just in repairs so when Jan was here we upped it so to keep it in case we didn't run into problems.

Mr. Robertson stated so that figure still is about where it was and you've just broke, it's just broken out into different lines this year so actually we could probably defer to John to give us.

Chairman Dill called on Mr. Harrington.

The reason that you're seeing an increase in the sprinkler maintenance line; any costs for sprinkler maintenance after the inspection was done or during the course of the year if the sprinkler system caused a problem was just thrown into the regular maintenance line so we already, we already had a designated line for sprinkler maintenance so I made the choice if that cost, which you're seeing this of forty seven and some change that should be put exactly where it was supposed so that's why you're seeing a zero budget but an expenditure in that line.

Chairman Dill stated which makes sense to me. I think the, what doesn't make sense, it's just that we have zero in the contract line under 399 for actual expenditure and I think it's just a glitch.

Mr. Tibbetts stated that he thought, we usually get our bill for that right now. Last year it came in December. We should be getting a bill right in the next week or so for cost

Chairman Dill stated okay, that makes sense to me.

Mr. Tibbetts continued because it goes from December now to next year like that so we should be getting a bill very shortly.

Chairman Dill asked if there were any further questions on Town

Chairman Dill recognizes Mr. Carbone.

Does that contract, you say it covers the smoke alarm, smoke detectors?

Mr. Tibbetts stated, testing, monitoring from Skycomm for all the testing of the Town Hall, I mean for monitoring fire alarms, trouble alarms, whatever.

Mr. Carbone asked if it also included carbon monoxide.

Mr. Tibbetts stated that he didn't believe so.

Mr. Carbone asked if that was required by law.

Mr. Tibbetts stated that we should have a carbon we should have one carbon monoxide. I think Paul might have one in there, it's a dual head, both smoke and carbon. I think there is one in that building. I can't remember. I believe there is. That is easy enough to change with the dual heads today, just change it, takes two minutes.

Chairman Dill asked if there were further questions on Town Hall.

Chairman Dill recognized Ms. Hotaling.

The line then that says Town Hall maintenance, I think what I am hearing is, last year sprinkler maintenance wasn't broken out so it probably just got in regular maintenance. So, in the current year, we have \$19,400.00 and I see the details \$10,000.00 of that is to paint two sides so that's a new item and then to have \$9,400.00 of regular maintenance and repairs, so it seems to me that maybe that's a little bit of a duplicate because if we bring sprinkler out of last year's figure, you know last year was \$9,319.00, if sprinkler was part of just plain maintenance, then what, you know, what other maintenance do we have that's so big that we need 90 whatever it is 9400 dollars for other maintenance items.

Mr. Tibbetts stated that thought we added a little bit to them because of the, the age of the building and you never know when we might have problems. The same thing with this building. To be able to have some money there because it falling age of all these buildings, you never know when something's going to happen.

Ms. Hotaling stated then she would go back to, we have government building facility repair capital fund which I'm told is to cover the unexpected things that happen so why don't we just budget for maintenance that we think will happen and then the unexpected is covered out of the capital fund.

Chairman Dills stated that he would entertain a motion if somebody wants to make a motion.

Ms. Hotaling stated that she would guess I would, I would like someone to tell...

Mr. Tibbetts stated that he would not want to, I would not want to delete the whole maintenance part of the budget for the normal repairs but that covers, that covers if you have to call a plumber in, that covers furnace repairs, that covers any general maintenance repairs, that covers supplies for the toilet, I mean for the Town Hall that covers anything that might come during the yearly maintenance of the Town Hall.

The Capital Reserve was set up purposely because over the years, we've had major repairs happen during the year that we did not plan for or budget for and the selectmen had to find money from other ways to pay for it over the years. Leaks in the roof and the roofs, major stuff that we had no, you can't anticipate, it just happens and that government, that could be the two fire stations, that could be the town hall, that could be the library, that could be any government buildings.

Ms. Hotaling stated, right but back to the fact that last year, 2017 budget was 39319 and we've only spent 4947, I don't know if it's, it's worth doing but it would seem to me that that number could go down by about \$3,000.00.

Mr. Tibbetts stated, John I don't have right in front of me what did we raise the maintenance line budget this year from last year? Do you have that right in front of you. I don't have it. I didn't grab that paperwork.

Chairman Dill stated that we raised it from 9300 to 19400 but...

Mr. Robertson stated but you broke out the sprinkler system maintenance.

Ms. Hotaling stated so cumulatively we have 24 4 compared to 9300 and if we add in 10,000 for painting two sides of the building, you know, maybe we should be a cumulative figure of about 20 thousand instead of 24,400.00. Again, the fact that we've broken sprinkler out, I think is a good idea because I think we should know what systems need maintenance but then I think that the rest of the maintenance is probably less than the 9400 that we've left in there. So, based on that.

**Motion:** Ms. Hotaling moves that we reduce the maintenance and repair line so instead of saying 19 4, perhaps change it to 16 4 reduce line Town Hall maintenance 41904.03430 to 16 4 instead of 19 4

**Second:** Chairman Dill

**Discussion:** Chairman Dill stated that he thought that this is actually a good idea. I think we, we have slightly, overinflated that line. Any further discussion on the motion?

Mr. Robertson stated that would speak against it just having been on the Board for a long time, we've had everything from plumbing, heating, roof problems, the shutters went earlier than we expected that we had rebuilt but we've had door problems and we've had to have the doors custom rebuilt because you can't come close to buying a 175-year-old door to go on those buildings. There has been something more regularly than not that we're run into that's an unexpected expense in regard to this. It's a crown jewel of Deerfield's historic buildings and we think it's well worth making sure we have adequate funding to take care of it.

Chairman Dill recognized Mr. Tibbetts

I just like to say too, we have two furnaces there, one has been replaced a few years ago. We do have an ancient furnace there that has been in, I would say it is the original furnace that was put in when we changed over from the, the big one upstairs and we've had the other ones been replaced twice since this one's original one. We are keeping it repaired but it could go at any time. That's just a point of information.

Chairman Dill asked if there were any further discussion on the motion.

**Vote: Yea 1, Nay 7, Abstained 0 – Motion Fails**

Chairman Dill stated he thought that this brings up I think, we've hit there's any further discussion on the overall Town Hall budget of \$50,012.00

**Vote: Yea 8, Nay 0, Abstained 0 – Motion Passes**

Chairman Dill thanked Mr. Tibbetts and thanked him for taking care of the town hall for all these years.

We did cover the lack of Mark Tibbetts line in the general government building last week and it's, it's pretty amazing all the stuff you've done to these buildings for all the years that we have to replace without you being here so thank you very much Mark.

Mr. Tibbetts stated that it was a pleasure.

**Motion:** Mr. Robertson moves the Cemetery Budget in the amount of \$28,000.00

**Second:** Mr. Langlois

**Discussion:** Mr. Robertson stated that he would note that we have cemetery commissioner Maureen Mann with us who is at the microphone and could field questions so is Mark Young still involved in cemeteries as well. It was answered yes,

Chairman Dill asked if Ms. Mann wanted to give us an overall cemetery update.

Ms. Mann stated the trustees, well the subcommittee of the trustees spent the summer going around trying to locate, GPS, locate, photograph and assess the condition of everyone of the hundred and nine cemeteries in Deerfield.

For some reason, and I, I mean the reason is until the Morrison Cemetery and Old Center Cemetery were started, people were buried pretty much in local cemeteries and now that we have found almost all of them and our basis for the search was work Joanne Wasson did back in the early 1980's.

So, no one has really looked at all of the cemeteries in Deerfield since then.

One of the things we found is that there are additional cemeteries that are on town owned land which makes them essentially town owned cemeteries that have not been maintained and the condition is deplorable.

So, what we have done is looked at them all and as a result we're asking for more money but we're asking for more money because for 35 years, many of the cemeteries in Deerfield were just totally ignored and allowed to be overgrown.

We're not suggesting that the town pay for cemeteries on private land but one of the things we've discovered is there are about 12 cemeteries on public land that have not been maintained.

So, we will start with the:

### **Superintendent of Cemeteries**

The superintendent hasn't had a raise in close to 20 years. We're going to ask him to do an enormous amount more work. We have asked him just since the work we've done this summer to do a lot more work just in the last two months and while we would like to offer more of a raise, a \$300.00 raise for someone who hasn't had a raise and has done the cemetery, been in charge of the cemetery maintenance for the last number of years, he deserves a raise.

### **Tree Care**

The current budget is \$5,001.00. It looks on your paperwork as if a lot of money has not been spent but in fact Mark has gone through just since the survey was completed because until the survey was completed, we didn't know what work needed to be done. He has spent approximately \$1,600.00 just on tree removal because what happens with trees is that they fall over, they knock the gravestones, the roots push the gravestones up. He has more next week so we anticipate that within this year, the \$5,000.00 will be spent and we will try to encumber any amount that isn't but he has a whole other workload planned for on next week.

### **Contractors**

We are asking for another \$4,000.00 and a half dollars because there are two cemeteries that we know of that are town owned that have not been maintained. One of them, the Dow-Cate Cemetery, actually Phil Bilodeau has been maintaining for years but as we're locating more cemeteries that are on town property, we have to maintain them, we have to mow the lawn, we have to clean them up, we have to do what has to be done on any its cemeteries like any other piece of town owned property.

### **Dues and Subscriptions**

We joined the New Hampshire Cemetery Association because it's really important to know what the law is in terms of what can be done in cemeteries, what can be done around cemeteries and it's given the trustees a chance to go and actually learn what the law is regarding cemeteries.

Same thing with, I want to get to supplies last if I may.

### **Meetings and Training**

There are fees to belong to these associations and to go to the training sessions. There was a training session for instance, down at the Ladd Cemetery, one of the ones near the fairgrounds and we learned how to clean gravestones, how to stand gravestones. Gravestones that have fallen apart and broken in half, there are reasonable and responsible ways to repair those and it's important that the cemetery trustees know this stuff and we didn't.

We're keeping a dollar in the grant line because we actually hope to start looking for grants to help maintain the cemeteries.

### **Supplies**

I'd like to get back to supplies. We asked for an increase originally of \$200.00 to \$1,000.00. We would like to amend that request to from \$200.00 to \$2,000.00.

It's an enormous increase but one of the things we did, some of you are familiar with these old cemetery books that Joanne Wasson did back in the 1980's. They're falling apart. Most of them, even the one in this, that in the cemetery packet kept in Town Hall is not complete anymore.

There are four of these booklets covering all the cemeteries in Deerfield. We did the first three ranges of cemeteries. There are ranges, there are eight ranges we've done the booklets on three and what we've done is we've GPS them all, we photographed them all.

This is the history of Deerfield and it turns out it's expensive to get these booklets made.

The other thing we've done, is we have created a spreadsheet of every cemetery, its physical location, its GPS location, a link to photographs but it turns out for a thousand dollars, we're not going to be able to complete the booklets for the rest of the small cemeteries and the Morrison and the Old Centre so we are requesting an increase from \$1,000.00 which we originally presented to the Select Board. Now that we've actually know what it costs to reproduce the booklets, we would like to increase that amount to \$2,000.00 and would be happy to answer any questions.

**Motion:** Chairman Dill moves to increase the line 610 Cemetery Supplies to \$2,000.00

**Second:** Mr. Langlois

**Discussion:** Chairman Dill stated further discussion, I think that was pretty well explained.

**Vote:** Yea 8, Nay 0, Abstained 0 – Motion Carries

Chairman Dill stated that now we have a final new number of \$29,000.00 for cemeteries. Do we have any questions or discussions on the \$29,000.00 number?

Chairman Dill recognizes Mr. Langlois.

So, a couple of questions for you Maureen, the superintendent, how much work does that person do for the \$1,900.00?

Ms. Mann stated that she was sorry, that she couldn't understand your questions.

Mr. Langlois stated, the superintendent, what do they do?

Ms. Mann stated that they hire the contracts to maintain the cemetery, to mow the lawn, to clean around the gravestones, to maintain the walls and those are skilled, it's not you could just hire a kid to go in and mow the lawn because of the way that the stones have to be treated. They take out the trees. One of the things we found in our assessment is there were trees lying all over the place and since we brought this to, to Mark, the superintendent's attention, he has worked really hard to get rid of a lot of the trees that are down and because he has used town employees to do some of that, people from the highway department, this has been much less expensive than it would be if we had to bring somebody like Bartlett or somebody in to do this tree work.

So, basically what the superintendent is the maintenance then beyond that if somebody dies and they want to bury somebody in, in Deerfield, that's the responsibility of the superintendent. He sells you a cemetery plot, in a cemetery, he works with the company that puts up the stones. He hires the grave digger, so to speak, I mean I think that he is grossly underpaid but...

Chairman Dill recognizes Mr. Robertson

I think he is grossly underpaid and I'm not sure if he was involved in this but the, the duties can be mundane as Maureen has gone through or they can, one of the first selectmen's meetings I went to, we had an upset family or two come to meeting and say you need to help us get our aunt buried. The contractor had gotten into a fight with the family over expenses and walked and we had someone who had been left over the grave and that was taken care of and dealt with right by the director so that you have a varied number of tasks that you are going to face over the year which \$1,900.00 doesn't begin to cover and just if you need an evidence of some of the things that have been done this year, the cemetery on top of Meetinghouse Hill, Mark re-graveled the driveway that goes around the back. Actually, a new loop was installed to make the cemetery and the additional space on the back more usable. I don't recall seeing the cost for that but I think a lot of it came to the town at no cost.

Chairman Dill asked if there were any further questions.

Chairman Dill recognizes Mr. Langlois.

I just have a few others and this is kind of going back to last year. If I remember correctly, the trustee of the trust funds and I'm drawing a blank on his name and I apologize,

Mr. Robertson added, Jim Sullivan.

Mr. Langlois continued, Jim Sullivan suggested that the cemetery funds we, stopped spending funds from the cemetery funds for a number of years, maybe you can,

Mr. Robertson stated that you're going to hear more about that as we get to the Trustee of the Trust Fund's budget. Jim has been meeting with the Board of Selectmen about we're going to do with regard to

perpetual care investment and the returns on those funds and I believe that's part of the reason you've got some increase in her too.

Ms. Mann stated up until 2016, monies to fund and the way monies are set up, it's bizarre but, like if, if you have bought perpetual care for your grandfather, that money can only be used on your grandfather's particular plot, and many of the perpetual cares, the funds that were established which is what Jim Sullivan deals with are 100 years old or 50 years old and the income from them is \$2.00 a year or 50 cents and so what the Select Board did last year was they put a moratorium on spending those funds to see if we could somehow leave them alone and let them accumulate for five years and that's what Jim Sullivan is working on now.

So, this year, there is no income from any of the cemetery trust funds in 2017. There will not be in 2018. There was in 2016. It came up to like two hundred and something dollars for all of them.

Mr. Langlois stated that there isn't much money there then. So, I look at this and I, my opinions are you need to maintain it and take care of it and make it look right and that to me is it shows the character of the town and so you take care of the town spaces.

\$29,000.00, I'm sorry, still doesn't seem like nearly enough to maintain that amount of space.

Ms. Mann replied, I don't think it is but we can only ask for so much and we thought this year really under stationery basically is record-keeping; where are they, who's buried there and what condition are they in but I would agree I would love to give this superintendent more, I would love to have more on maintenance because we are discovering town-owned cemeteries that are not being maintained.

Mr. Langlois continued so, and that's basically what I thought so I'm going to make a couple of motions here and I just think, you know, underfunding things for years and years and years doesn't serve the town any good if it's just going to make it more expensive going down the road so

**Motion:** Mr. Langlois moves that we increase the superintendent's pay from \$1,900.00 to \$2,500.00

**Second:** Mr. Bilodeau

**Discussion:** Chairman Dill stated that he thought that the motions could be put together and Mr. Bilodeau withdrew his second.

**Motion:** Mr. Langlois moves that we increase the superintendent's pay from \$1,900.00 to \$2,500.00. For the contractors from 19,199.00 to \$20,000.00 even and then for the supplies instead of \$2,000.00, I would move that to \$2,500.00.

Chairman Dill stated that he assumes that Phil will still want to second it

**Second:** Mr. Bilodeau

**Discussion:** Chairman Dill recognizes Mr. Robertson who states that he would note that the Board of Selectmen's feelings were pretty much the same. Our primary concern was do you have enough money and Maureen gave us the explanation that she gave us and they are the folks that know more about the cemeteries than we do so we went with their recommendation and their request.

Mr. Langlois stated that he just felt like we can do more as a community for it so that changes the bottom line to \$30,901.00 from the \$29,000.00.

Chairman Dill asked if there was further discussion on the motion.

**Vote: Yea 8, Nay 0, Abstained 0 – Motion Carries**

Chairman Dill stated he was going to for, do we have any further discussion on the new amount of \$30,901.00.

**Vote: Yea 8, Nay 0, Abstained 0 – Motion Carries**

Chairman Dill thanked Maureen very much.

Chairman Dill stated that next we're going to go to the ambulance line on Page 32.

**Motion:** Mr. Robertson would move the ambulance line which is a contracted service line in the amount of \$12,000.00

**Second:** Mr. Langlois

**Discussion:** Mr. Robertson stated that he would note that this is a long-term contract that Deerfield has With Raymond Ambulance. Also note, we don't have Cindy here, we do have Mark here whose familiar with the contract. If people have concerns and questions, I would also note that when we have looked at our own ambulance and staff to run our own ambulance in Deerfield, we have gotten almost immediately over a half-million dollars in expense and have considered the Raymond contract to be a real bargain. I've been happy with what they've provided to date.

Chairman Dill stated that he should have done this the other day under low-hanging fruit because it is a contract, do we have any questions on the line.

**Vote: Yea 8, Nay 0, Abstained 0 – Motion Carries**

Chairman Dill stated that this brings us to highway. This is probably going to take a little bit longer Mark. Things get a little more complicated. That starts on page 44.

Mr. Robertson stated that the bottom line is deep within and because I usually read the wrong bottom line about six times. He stated that he would move the bottom line and then Mark can go through it subsection by subsection if that's okay with the group.

**Motion:** Mr. Robertson moves highway budget total of \$551, 938.00

**Second:** Mr. Langlois

**Discussion:** Mr. Robertson stated that a couple of things that I want to note before we get too far into this, you may recall that we received some state grant money which due accounting practices which John is more familiar with than I am. The money that we received from the state is, I believe, held outside the budget in state received, non-lapsing funds but the expense for what's been down this year is included in the budget so if you're running across line and totals thinking why did Mark storm right past the line, it's in large part because of that which Mark has no control over and it's what our audit firm has advised us that we have to do to be in compliance with the state.

The other thing I would mention is that Mark has spoken to the Board of Selectmen about potential wage adjustments for his staff, not himself but for guys that work for him. The Board of Selectmen has not make a decision yet and basically want the Board is, is wrestling with is that we want to do a salary or wage adjustment for the highway department or are we looking at cost of living adjustment across the board for employees. We've done it both ways in the past and have not arrived at a decision yet and I believe we will be on the 11<sup>th</sup>.

That said, we have the highway agent here who knows a heck of a lot more about the lines in the highway process than I do.

Chairman Dill stated so I guess we'd start with the highway administration page, right, page 44. I believe that's the first one because we got the emergency management out of here the other day so that's in a total of \$199,668.00 and



Mr. Robertson stated and that overtime line is as you're well aware is going to rely heavily on what we see for natural occurrences over the course of the year.

Chairman Dill asked if there were any discussion on the highway administration line.

So just for those who you haven't been on the budget committee before, including me, those changes if you guys do decide to do a cost-of-living would come back before we have our final budget that goes through.

Mr. Robertson stated yes, we would come back to you and if for reason we didn't before you had your final budget, we would still come back to and ask for the adjustment.

Chairman Dill stated but at this point it's the same as last year.

Mr. Robertson stated that yes, it is.

Chairman Dill asked if there were any questions on this section of the highway budget.

**Vote: Yea 8, Nay 0, Abstained 0 – Motion Carries**

Chairman Dill stated that this brings us to the highway and streets, roads major maintenance portion. Do you want to just speak overall quickly to what you guys are doing and what you plan on doing, etc. and so forth?

Mr. Young stated that he is coming to the budget committee this year with no increases on anything. I'm going to propose the same budget as I have for the last three years. So, there are no increases, increases in my budget.

Mr. Robertson stated that the one thing too, for budget committee members, Mark came to the selectmen and the town and had us create a winter storm overage.

Mr. Young stated that it wasn't a trust fund but it's a, we have a fund with an extra \$100,000.00 in it so when we go over on winter maintenance, we tap into that and then we put in another whatever money we use from that then we replenish it that following year with a warrant article. It just saves us from going into using my road reconstruction money as kind of like the overage. It is what we had to do in the past so ...

Mr. Robertson stated that's exactly what happened. If we had a tough snow year had to plow, had particularly salt and overtime expenses been up, the Board of Selectmen, it would just plunder other lines to make up for it basically our roads would get a little bit lousier than they are.

Chairman Dill stated that no he guessed it wouldn't be under properties and parking lots. I know we had a discussion about plowing the G.B. White building.

Mr. Young stated that we plow that. We got, the highway department plows all the,

Chairman Dill stated that it was the entrance way.

Mr. Robertson stated that they plowed the main parking lot in the past. Mr. Tibbetts has done cleanup work and the small work and I think the discussion was with regard to purchasing the snow blower which we have purchased by the way,

Chairman Dill asked if there were any questions on the road maintenance line in the amount of \$269,132.00.

Mr. Robertson asked Mark if could you maybe just tell the committee what you've got outlined for projects next year.

Mr. Young stated for the road reconstruction, we're going to be doing Cotton Road, the center section on Cotton Road is, the whole road's been redone but it's been done in phases and the center section is just coming apart. I mean the plows bite in on that road and you we lost a couple plows trucks, one town truck, one subcontractor's truck over the last few years so we're going to, we're going to dig the center section, base it in and we'll shim and overlay the whole thing so Cotton Road hopefully will be done from 43 to 107.

Chairman Dill asked by loss do you mean we have one less truck out not that it's still in a hole in Cotton Road.

Mr. Young stated that it is long gone, we wholesaled that years ago.

Chairman Dill asked if there were any other major projects coming up for next year other than Cotton Road?

Mr. Young stated just the, we're going to be doing the overlay that we didn't get to this fall because the top top companies were so busy with doing a little section on South Road, by the "S" corners by the veterinary clinic from there to Joanne Wasson's house. We're going to shim and overlay all of Range Road and the real rough section above Donald Baker's on Mt. Delight, we're going to, we're going to redo that road too and that should take care of that state money and impact fee money that we get from building permits.

Mr. Robertson stated for those of you that are not familiar with the Baker's, that's the green farm on the right as you go up hill and the best

Mr. Young stated that it's the steepest hill on Mt. Delight Road.

Chairman Dill stated that it's pretty bad right there.

Any further discussion on the road maintenance line, if so, I'll call for a vote on the amount of \$269.132.00

**Vote: Yea 8, Nay 0, Abstained 0 – Motion Carries**

Chairman Dill stated that that leads us to Road Resurfacing, rental and lease in the amount of \$1,501.00. Just want to speak really quick as to what that one is?

Mr. Young asked whereabouts are you.

Chairman Dill stated we're on page 48, the tarring and sealing roads, which are a feeling

Mr. Young stated that this is the crack sealing machine that we have. That is to buy the materials to for that.

Chairman Dill asked if there were any discussion on that. All that are in favor of \$1,501.00 for that

**Vote: Yea 8, Nay 0, Abstained 0 – Motion Carries**

Chairman Dill stated and then we have road reconstruction in the amount of \$265,304.00. Any questions, comments on this section of the budget. And this is the section of the budget where we actually pay for.

Mr. Young stated that this is for Cotton Road, correct.

Mr. Robertson stated if he could, all for the benefit of the budget committee too, when you look in these line items, you'll see gravel, you'll see road reconstruction materials, those things all go out to bid. We do a bid process in the spring for gravel, for riprap, for crushed stone, for sand, for salt, any of those items are bid on a competitive process.

Chairman Dill asked if there were any further discussion.

Chairman Dill recognizes Ms. Hotaling.

Your listing of roads here, there isn't any specification having to do with Gulf Road and I was under the understanding that because of the grant, that the Pleasant Lake Association has that Gulf Road, would, you know, again the grant money, I think will cover the materials but then....

Mr. Young answered that we're doing the actual work which is highway equipment and manpower.

Ms. Hotaling continued but the materials don't need to be budgeted because they're going to be covered. Pleasant Lake Association is paying for materials. We're just supplying labor.

Ms. Hotaling thanked Mr. Young.

Chairman Dill added for that little bit that is in Deerfield

Mr. Young replied, what little bit is in Deerfield.

Mr. Robertson would like to comment the town administrator, Mr. Harrington, I believe as of today, crafted a letter to ask Northwood to participate on a fifty-fifty basis on the road signage that the consultants for the Pleasant Lake Association have advised need to be placed on the road although most of them need to be placed on the Deerfield end it's going to be enjoyed and read by a large number of Northwood residents so we're hoping that they will meet us halfway.

Chairman Dill stated that he would hope so since 99% using that road ...

Mr. Young stated that he thought that we had five houses in Deerfield and there summer people.

Chairman Dill stated and somebody was a Northwood selectman so for years that used to drive me nuts cuz we couldn't do anything because you guys control the end of the road. Andy and I used to have a lot of joint selectmen's meetings about that.

Any further discussion on this, if not I'll call \$265,304.00.

**Vote: Yea 8, Nay 0, Abstained 0 – Motion Carries**

And that brings us to just the gravel, equipment rental and lease in the amount of \$16,001.00. Any questions on that see none

**Vote: Yea 8, Nay 0, Abstained 0 – Motion Carries**

Chairman Dill stated that I think we're done with, oh, we got bridges, we did bridges last. I think we're all set. That was pretty easy.

Chairman Dill stated that we did bridges and dams last week so thanks so much.

Mr. Young asked Mr. Dill what's that?

Chairman Dill stated that we did the bridges and dams last week so we're all set.

Mr. Young stated awesome. Thank you.

Chairman Dill stated that we are moving right along so we're done with highway and that brings us to sanitation and transfer station.

Mr. Robertson stated that would direct your attention to the transfer station budget.

**Motion:** Mr. Robertson moves the transfer station budget in the amount of \$251,601.00

**Second:** Mr. Langlois

**Discussion:** Ms. Hotaling stated that's just the solid waste total.

Chairman Dill replied did he screw up Andy even further.

Ms. Hotaling stated that she thought it's a separate, I don't think.

Mr. Robertson asked Mr. Pelletier what the bottom line that he would like him to move?

\$251,601.00 or I think I think it's the,

Chairman Dill stated that he thought that it's the 134 is the solid waste collection in, let's just do it one by one and not get overly, let's just start with sanitation administration. I'm sorry to confuse everybody which is the \$74,000.00

**Vote: Yea 10, Nay 0, Abstained 0 – Motion Carries**

**Motion:** Mr. Robertson moves the bottom line for sanitation administration in the amount of \$74,591.00

**Second:** Mr. Langlois

**Discussion:** Mr. Robertson stated that he would further note that, you know, Rick can address these each little by little but you could probably do a better job if he gave you an overview of the transfer station in total as he has the selectmen.

He has a long-range plan in place that he's

Chairman Dill asked if that would work with you Rick.

Mr. Pelletier stated that's fine.

Chairman Dill stated, why don't we start it that way.

Mr. Pelletier started well if you go through my current budget, basically, pretty much all the lines have been pretty much level funded. The only thing that was reduced, there was a reduction in the heavy equipment and so forth where last year that included a new compactor and obviously since its been installed, we took that out of that line and other than that, that the overall budget for the transfer station has pretty much remained the same.

What I am proposing though this year is to replace the large compactor, not replace it but add an additional large compactor. Any of you that frequented the transfer station have, may have noted that the large compactor, that's the really big hopper where most of the stuff goes in spent a fair amount of down time this year.

That machine was installed in 94. Also, when the transfer station was originally open, again I believe from what I can tell it was purchased as a slightly used piece of equipment and its bottom line is it's getting tired and we've experienced a number of breakdowns this summer because of it.

We're also at the point that we're over capacity on the large trailer that we put trash in. We're reaching the point where it's overweight, it's not road legal even though we keep cramming stuff in it and take it to the facility where it's disposed of so as a by-product of that I've decided that I'm going to purchase a new compactor of equivalent size and have an additional compactor with additional containers.

My own, and that money has been added to the budget this year that includes the compactor, the concrete work, the fabrication of the hopper, the installation, including containers to go with it.

My overall long-range plan is based on what's happening is we currently have a hundred-yard, yard trailer that we pay an exorbitant amount for to move every week so my goal is, is to eventually put in the new large compactor, instead of using a trailer, we're going to go to 24-yard octagonal content containers, actually 45-yard octagonal containers and I'm going to purchase two of those as well.

As proposed, that will give me 90 yards of capacity for general everyday waste or what we call municipal solid waste often referred to as MSW.

My goal would be to inevitably at some point in time because we are under contract to possibly do away with the trailer. The trailer is 75-yard capacity and we have to hire a private hauler with special equipment with overweight permits to move that trailer so by going to 45-yard containers, I can haul another 15 yards at standard cost so instead of spending \$600.00 a haul I can spend \$200.00 a haul and even if I have to move two of those a week rather than one, that's still roughly a \$200.00 savings per haul.

And at some point, in time when that contract expires, I would retrofit the old compactor to take a 24-yard, 45-yard octagonal container rather than a trailer.

The other thing long-range is, it appears that it may be, I've worked the numbers and we would save about 1/3 in our haul, we're going to spend \$90,000.00 this year and we do almost every year just to move trash from point A to point B so the long-range plan over a few years is potentially look at buying our own roll-off truck so that we can move our own containers to the site which would completely eliminate hauling costs other than paying an employee and putting fuel in the vehicle and over the long term the savings would pay for the truck in about three years.

The other plan is to eventually extend, this is general overview of what's coming over the next few years. The additional plan is to extend the concrete wall around the corner so that we can add more containers for demolition waste and so forth. There were some weeks I have to move those containers as many as four times in the week. I can't even get through a week sometimes with demolition, construction waste, yard waste and things of that, old furniture, things of that nature.

And thirdly, eventually extend the canopy over all these containers. Most of the containers we pay by the pound so these big hoppers with these open funnels to the sky collect rainwater and make the trash heavier. So, we pay a certain amount of money to dispose of water because the trash gets heavy as it rains and absorbs water.

And that's basically the long-range plan probably over the next five years.

For this year, I'm proposing the new compactor and the equipment to install it and so forth and I believe that's a \$90,000.00 figure. I don't have in this.

Mr. Robertson stated that Mr. Pelletier had given us a figure of \$90,000.00.

Mr. Pelletier stated that that's the figure based on my current estimates. I don't have concrete estimates yet and so forth but I feel pretty comfortable with that figure. Unfortunately trying to get contractors in the current market to give you estimates for projects six months down the road is not happening. They don't even return phone calls.

Mr. Robertson stated just one of the things I'd mentioned for those who either have been in town for a little while, the new transfer station actually came online in 1994. We still have the original main compactor running down there and this long-range plan needs to be rolled out as Rick is describing it.

Mr. Pelletier stated that the other thing is that we are faced with increased population. The Forest Glen subdivision is complete. Over the last two years that's added 50 homes. We have Fieldstone that's going to add another 8 homes. We have Brown's Mill that's now been sold and the balance of that is going to be completed. I got various new homes going up spotting here around town so by the end of this year for the last two years we will probably have added approximately 30 new, 30 new homes to the community and I, based on the current economy, I don't see that stopping for at least continuing at least through next year which is increasing the amount of waste we're generating unfortunately.

Chairman Dill stated a couple of quick questions I had for you. The 45-yard octagonal units, can we move those with the big loader.

Mr. Pelletier stated that he could only move those containers empty.

Chairman Dill stated okay.

Mr. Pelletier stated that he couldn't move any of those containers once they're full.

Chairman Dill stated how are we going to use, oh so we got one being hauled and they plug the other one in.

Mr. Pelletier stated that's right, they come in, they remove the full one, set it aside, they connect the empty one for me and then they haul it away. My goal in the future is to potentially have a truck and we can do that all ourselves.

Chairman Dill stated the other question, when the compactor, when the main compactor broke, it has been breaking down, I noticed when we were throwing trash in one of the recycling cans, how big is a recycling can and how much is it costing us a day to be using that rather than the main compactor.

Mr. Pelletier replied the main compactor, the current recycling can that we use as a backup is thirty yards. So, we typically on Saturdays have to have them come mid-day, haul it away and bring back another one so that's, that's a \$500.00 day just to do that and then we usually have them come on Thursday and move them so that were empty on Saturday to start the day fresh which is again another \$200.00 haul.

Chairman Dill stated so it's a pretty significant cost to the town when the compactor is down.

Mr. Pelletier stated if you look at the basic disposal budget of about two hundred and fourteen, two hundred and fifteen thousand, ninety thousand of it is just trucking.

A truck alone, a brand-new state of the art truck and I mean I just picked, called dealers that had trucks on the lot, ready to go, about a hundred and eighty thousand dollars. We could cut our hauling fees down to about forty thousand, thirty to forty thousand a year. It would be the total cost if we were hauling it ourselves.

So, at a forty-thousand-dollar savings, four years, five years, we've paid for the truck. I can't see why we couldn't get 15 years out of a truck. We don't put a lot of mileage. Most of our waste goes locally. Salem, Allenstown, Harding Metals and Pinnacle to the burn plant. That's pretty much our hauls so it's a short distance.

Chairman Dill asked if anyone else had further questions of that, it's quite a plan on. You did a good job on this Rick. You did a good job selling it.

Mr. Robertson stated that he would just note for anyone that is wondering where Rick gets his, his building and new construction numbers from, Rick is also the building inspector and has a very close feel on the pulse of what's going and what's coming up in Deerfield as far as building,

Chairman Dill recognized Ms. Hotaling.

I don't know where I read it but somewhere in the last day or so I read something about the town being able to get impact fee revenues or something from the state if we have impacts of increasing population or something. It, you know is getting too small is there any way to get any funding from outside.

Mr. Robertson stated that we have impact fees within the town but I'm not aware of any state impact fees.

Ms. Hotaling stated again I read this thing and it's all very hazy. I don't know exactly that means but we're just wondering if there was a source where there were more funding we could get.

Mr. Pelletier stated no, we currently have impact fees that are assessed to builders on new construction on new homes.

Ms. Hotaling stated, oh, that's it.

Mr. Pelletier continued, a portion of it goes to the school, a portion goes to the highway, a portion goes to the transfer station. The only drawback is we, I can only use that money for expansion. I can't use it for maintenance, I can only use it for expansion. As you noticed, if you've been there recently, we just added on to the building. That was impact fee money. I could justify to the Planning Board because they ultimately control the impact fees that I could use more storage.

As we recycle more goods and so forth, I have to storage them because the companies that take them away only want to take full loads so I have to have enough room to maintain this stuff.

We're also generating more oil which most of it goes to the highway department to heat the building because we recycle waste oil and we have a furnace that burns it. We are also, now have found a resource for antifreeze so again we have to store that until we have full drums so we can call the company to take it away.

We're also taking cooking oil and fat and grease from fryolators and so forth. Again, we have a market that we can sell that.

So, unfortunately, all those items I have to store in the building. We store all the car batteries until we have a sufficient load which we take to Harding Metals ourselves and sell. They're about seven bucks a battery right now we get for an automobile battery.

So, unfortunately, a lot of this stuff takes storage so I was able to justify expanding the building so that I could have more storage to store more recyclables before I market them.

Ms. Hotaling stated then along the same lines, when you talk about extending your concrete wall because you need more space because of more building materials, etc., could you maybe try to get impact fees.

Mr. Pelletier stated hopefully he'll be able to use, justify and use some of that impact fee in the future. Right now, I currently have, I think we had about \$40,000.00.

Mr. Robertson stated somewhere along those lines, maybe a little less.

Mr. Pelletier continued, and I'm going to spend about 25 of it this year with the building addition. I still have electrical, the concrete floor to pour and the overhead door to install but otherwise we were going to be returning it. Under the law, we can only keep impact fees money so many years and if we don't spend it, we have to return it to the builder or developer with interest and personally I had a problem with that knowing that the building built the house, paid us impact fees, figured it into the cost of building the house and then ends up, we end up giving it back to him. Unfortunately, it doesn't go back to the owner that bought the house so it merely increases his profit margin.

Chairman Dill stated that he was going to ask you what the new building was for so that was two birds, one stone question.

Chairman Dill asked for any further discussion.

The Chairman recognizes Ms. Hopkins who stated that some of these long-term planning I completely understand it. I think you really set it out for us. Is some of that warrant article information or is that tax impact.

Mr. Robertson stated that he thought we've discussed warrant article; things like the new truck, extending the canopy, more concrete work would more than likely be warrant as opposed to just included in the budget. They're really, particularly the truck is a, is a big step for the town of Deerfield but none of that has been decided though Rick's given us some basic schematics of what he thinks we do with the facility.

Mr. Pelletier stated that he tried to outline to the selectmen what's happening, what's happening in the industry. It's an ever-evolving industry. There's word that Wheelabrator could close in a few years or I mean the Penacook facility could close. Don't know if there is any truth to it completely but rising costs, their inability to supply. It's an interesting market. We supply them with trash that they burn and then they turn around and sell the energy that they generate. So, it's a nice market. We take them to take the fuel, they burn it and then they sell it and collect the profits.

Mr. Robertson added that you have some strange fluctuations. I know one of the stranger addresses I gave at a town meeting was explaining to people that we were doing too good a job of recycling and Penacook was actually asking us to put used motor oil and tires in our main trash bins so the BTU count for their scrubbers and their smokestacks would work and they, they didn't like our trash because it didn't have enough fuel and energy to keep the BTU content up and I remember explaining that to people who were, the event that they were recycling and doing a good job and this was not spice.

Mr. Pelletier also stated that the other thing that is happening in the industry unfortunately, New Hamp..., most of New England is no longer licensing any landfills. Basically, the three major landfills in New Hampshire are Bethlehem, the Waste Management place in the Rochester area and there's another landfill that's shared between Maine and New Hampshire up in the Ossipee area.

Once they reach capacity, there will be, the state of New Hampshire currently says they will no longer, they will not license any future landfills so we could be looking at five to ten years moving trash to upper



state New York, Pennsylvania. Pennsylvania is a major area that takes trash. I have a son that's in college down there and we go by some of the large that once were open pit coal mines and they're filling them with trash, lining them with wood, rubber barriers, filling them with trash and then capping them over and then tapping them for the methane for fuel down there but I can tell you it's a six-hour trip to where my son goes to school. I can't imagine trucking our trash.

Chairman Dill stated that we already have all the Mass. Trash coming up to go to Lamprey, to go to Rochester.

Mr. Pelletier continued so, I mean the whole, the whole future of waste disposal in this country is, is changing rapidly.

Chairman Dill stated that you never know what we're going to cover her at the budget committee. We can cover some pretty interesting stuff.

Any further questions on transfer station? We've only moved the sanitation administration so we have to vote on them one at a time.

Mr. Roberson stated that he has a bottom line number if you'd.

Mr. Langlois stated that he would pull his second if you want to re-motion.

**Motion:** Mr. Robertson moves to approve \$461,035.00 for the bottom line for the transfer station

**Second:** Mr. Langlois

**Discussion:** Chairman Dill stated that he assumed that that includes everything to which Mr. Pelletier agreed. Mr. Robertson stated that is his understanding.

Chairman Dill asked if there were any further questions, comments, motions, etc. on the transfer station. Chairman Dill stated that he wasn't quite sure where you got that page as mine goes right into animal control.

Mr. Robertson stated that there's no page with \$461,035.00 on it. That's just a combination of subsections.

Mr. Robertson stated that in the backup material as Troi has just shown there is and there is that \$461,035.00.

Chairman Dill stated thank you very much.

Mr. Robertson stated but not in your working budget.

**Vote: Yea 8, Nay 0, Abstained 0 – Motion Carries**

Chairman Dill thanks Mr. Pelletier.

Chairman Dill stated that he would move to Welfare Administration, Page 66 which shows up as General Assistance.

Mr. Robertson stated would note that we have Denise Greig here with us this evening who can answer specifics but

**Motion:** Mr. Robertson moves the bottom line for Welfare Administration at \$69,677.00

**Second:** Mr. Langlois

**Discussion:** Chairman Dill asked if they had any specific questions or do we just want to, have you give us a quick overview.

Ms. Greig stated its pretty much level funded. The difficulty in today's world as with this budget every year, is predictability. The economy in some ways is rolling right along with respect to employment but our biggest issue remains housing and I'm sure most of you are aware of that. Between rentals and housing costs, they are consistently HUD numbers. All the numbers that are out there continuing to climb even here in western Rockingham County and we have a vacancy rate in rentals in the area of 1% in Rockingham County so it's a very difficult area to predict. We do it, I do a lot of outreach with respect to anticipating issues and that's kind of part of what we can do but unfortunately, it's the unpredictability that makes it difficult to know what's coming down the road for each particular town. We also do have some changes although I don't anticipate the changes hitting us in the health area this year but those are certainly on the, on the horizon.

Chairman Dill asked if there were any specific questions.

Chairman Dill recognized Ms. Hotaling

Denny, the line that says GA appropriation, its line 810, we keep budgeting \$43,000.00, \$43,000.00, \$43,000.00 and we don't seem to spend \$43,000.00. What is that line.

Ms. Greig stated that that appropriations are the line that I use for my work in terms of direct general assistance to clients. So, when a client comes to me, they fill out an application. I review the application, all the supporting documents and use the model welfare guidelines that we've adopted here in town to make a determination as to what level of assistance they'll need. That number can rent, in the past its medical expenses, pharmaceuticals, etc.

So, the predictability when I talk about that number is what we're talking about. There's a mandate from the state RSA 165 that states that each town shall provide for its poor and so this mechanism of determining who is in need and what they need is what we do.

The numbers have come down since the recession. That number was higher with the recession but again it's, it's difficult to predict what those needs will be in any given year given whether it's, could be a housing crisis within the town. It could be any number of different things that pop up and the fact is as Andy will tell you, the Board has to have that money there is, if we don't budget for this, you have, they have to find it. There's no limit on what the welfare administrator spends deliberately.

The Chairman recognizes Mr. Robertson

We've had a couple of good years and I would say that Denny talks about the unpredictability but a large part of this too is Denny's insight and dedication to this position and using all available resources before we dip into that fund but very much so. Rather small house in Deerfield right now in pretty good shape with three bedrooms, probably around \$1700.00 a month, somewhere between \$1,500.00 and \$2,000.00 a month if we have one family or two families that get in trouble, need a place to stay, need to heat it, need to pay electricity, maybe have some transportation costs, \$40,000.00 is gone like that.

Chairman Dill remarked that not to mention, oil is going up all of a sudden.

Mr. Robertson stated that we've had a good couple of years but

Chairman Dill stated that he assumed you start, you have, you started seeing any heating assistance coming in, I mean ...

Ms. Greig stated not yet, it's, well fuel assistance starts December 1<sup>st</sup> so the key is to get to everyone early and make sure they're getting their application in and we work with Community Action and they're, they're really good about getting that up and running.

Chairman Dill asked for further discussion, questions on welfare.

Chairman Dill recognized Ms. Hopkins.

I'd like to know why the salary seems to be less as a part-time employee. Am I reading that correctly.

Ms. Greig state I have no idea, doggone, I, it's, I imagine it might, is it a, did you guys, I have no idea.

Ms. Hopkins stated that it was a \$100.00 less.

Mr. Robertson stated that we've, we've budgeted \$25,522.00 consistently for the last two or three years.

Chairman Dill stated and we've got \$25,422.00.

Mr. Robertson stated he was not sure why.

Mr. Langlois stated that Andy's going to take \$100.00 out of his pocket.

Ms. Greig stated last year, had a \$100.00 on a line called longevity so that was, that's why this year's \$100.00 less than that.

Mr. Robertson stated and he apologized to Denny, I don't recall how many years you've been but we do longevity awards at five-year intervals.

Ms. Greig stated that it's even more embarrassing, I'm not sure I've been here either.

Ms. Hopkins stated but wait, if you do longevity at five years but you reduce the salary but contribute \$100.00 more for longevity, how does that increase the value of longevity.

Mr. Robertson stated that he wasn't sure exactly why that \$100.00 dollars is in flux there.

Mr. Harrington stated that he wasn't here for the last year's budget but what I'm assuming is they do is when a longevity year is coming up, they add it into the budget in order to give a reimbursement at that time. Usually a five-year, ten-year, 15-year anniversary comes with certain dollar amounts as a reimbursement.

Mr. Robertson stated that it still wouldn't add up. It's 16 and 17 at \$25,422.

Chairman Dill stated he was going to make a motion

**Motion:** Chairman Dill moves that we change line 111 to \$25,522.00

**Second:** Mr. Langlois

**Discussion:** Chairman Dill asked Mr. Langlois if that was his solution. He stated yes.

Mr. Robertson stated that he would be in support of that.

Good catch stated Chairman Dill

**Vote: Yea 8, Nay 0, Abstained 0 – Motion Carries**

**Motion:** Chairman Dill moves to vote on a new amount of \$69,777.00

**Second: No second on the record**

**Discussion:**

**Vote: Yea 8, Nay 0, Abstained 0 – Motion Carries**

Chairman Dill stated that we are moving right along.

Next up is Parks and Rec and

**Motion:** Mr. Robertson stated that he would move the bottom line for Parks and Rec in the amount of \$70,846.00.

Mr. Langlois stated that he had a different number.

Chairman Dill stated that that included Veasey.

Ms. Hopkins stated that no, that was just Parks and Rec.

Chairman Dill stated that he had \$69,786.00.

Mr. Robertson stated, hold on, he was operating off last week's run, not tonight's.

\$70,846 is what Mr. Robertson stated that he had as well as Ms. Hopkins

Ms. Hotaling stated that the \$70,000.00 was a page 68 that John gave us last as a new page. There were like four pages.

Mr. Robertson stated that the twelve four number here is \$69,786.00

Chairman Dill asked so where's the difference. I guess that would be my first question. You're right, that wasn't

Ms. Hotaling stated it was on 11/2 but then on 12/4 we're back to the same number we had, no that numbers different too.

Mr. Robertson stated that the full-time employee line has changed. I think that the town administrator may have an answer for us, John.

Mr. Harrington stated that the earlier budget had an estimate for the assistant director. We have since made a job offer so I was able to accurately put that number in. That's why you're seeing the budget numbers.

Chairman Dill stated so the \$68,700.00 is the accurate number?

Mr. Langlois stated \$69,786.00.

Chairman Dill stated it depends on which one you look at.

Mr. Harrington stated that the packet that you got today dated 12/4 is the accurate line.

Chairman Dill stated so that line, the 110-rec full-time employee listed at \$68,786.00.

Mr. Harrington stated that that is correct. That's the current line so that means a total is \$69,786.00.

Chairman Dill stated that that is the bottom line that you gave us tonight.

Mr. Harrington stated yes.

Mr. Robertson stated and that we

Mr. Harrington stated that the assistant is split 50-50, fifty percent is covered by the budget, fifty percent is covered by the revolving fund.

Chairman Dill asked and what is that assistant, what's the budget number for the assistant.

Mr. Robertson stated that it's included in the \$68,700.00 and if you look in the background material that we had from 11/22, the pay period you listed, the assistant director was \$39,520.00 so the fifty percent of that would be \$19,760.00 but I would note though that on the heels of John's explanation about not having a firm number for the full-time rec, we have not made an offer I don't believe at this time to the assistant.

Mr. Harrington stated that the assistant has been offered, it hasn't been voted on by the Board of Selectmen.

Chairman Dill stated so now that we've muddied this Andy, do you want to, we're discussing without a motion, do you want to move the \$69,786.00 number.

**Motion:** Mr. Robertson would move to approve the bottom line for the Parks and Recs for \$69,786.00

**Second:** Mr. Langlois

**Discussion:** Chairman Dill stated just so we know what we're discussing. We needed a little drama in the middle of this. Thanks John. Good clarification on it.

Mr. Robertson stated that he would note that Nick is with us, he's the Parks and Rec director, newly hired, former assistant. If we've got specific questions but most of the Parks and Rec is included in their revolving fund and not in the budget.

Chairman Dill recognized Mr. Langlois

Mr. Langlois stated that so yes, my only question is the supplies line which is popped up this year for the \$1,080.00. Why are we not drawing that out of the revolving fund or what is that \$1,800.00?

Nick replied that it's an additional line that we're proposing that we add this year. Essentially what it is going to be is going to be signage for seasonal events so some of our larger things like the hoop classic, the Old Home Day, Tailgate Trick or Treat, things like that, we're going to use that structure, the signage structure that's on the other side of the road, essentially utilize that with some signs. They're priced at \$90.00 a piece and we need 12 of them if we're going to to double side them so that's kind of something that we wanted to get other there just so that we can have, you know, and that would be essentially a one-time expense moving forward. It's something that we'd store from year to year and use over and over.

Mr. Robertson stated if he could, one of the things that Nick mentioned there, things like Old Home Day, things like Tailgate Trick or Treat, these type of things, the expenses for these events come out of the revolving fund but we don't, there's not a charge for anything other than a meal, for example, at Old Home Day and the charge for the meal doesn't come close to covering the cost of the meal so Parks and Rec is saddled with a couple or three or four large community events that they don't get any revenue into their revolving fund from but that they're paying for out of their revolving fund so the supply line with regard to the signs was meant to offset that a little bit.

Chairman Dill asked Mr. Langlois if his question was answered.

Mr. Langlois stated that it does, I guess, but I have another one. Is, is the balance in the revolving fund, obviously it's not a source of revenue for the town but or for Parks and Rec but is that fully expended every year so all the, all the revenue taken in is fully expended out every year or is there a carrying over balance where that fund has accrued a sum of money.

Mr. Robertson stated that he can give you the balance for this year. The 2017 balance right now is \$150,852.00. Expenses for 2017 to date have been \$242,512.00 and the actual, well the total revenue total 2017 revenue is \$292,509.00. Total expenses for 2017 to date have been 242,512.00 and the balance in the fund right now is \$150,852.00.

Mr. Langlois asked what was the revenue, I'm sorry I was...

Mr. Robertson stated \$292,509.00.

Mr. Langlois stated so there's \$50,000.00 of additional ...

Mr. Robertson stated, \$49,996.

Mr. Langlois asked, their plan for that. Where's that money, is it just to continually accrue or, or is there a plan for the money.

Mr. Robertson stated it doesn't continually accrue and I mean we don't, we don't zero that line out and by RSA and the very construct, you don't do that. Expenses roll from year to year in that I'm assuming that Nick is doing things like the Celtics trip, baseball tickets for the Red Sox trips, the Flower Show trips, that sort of thing are bought in advance from that line item but it is a true revolving fund. It's never, we never shut it down, zero it out and start fresh for the course of the budget year or the calendar year.

Chairman Dill asked John if he was going to add something to that, okay just prepping.

Chairman Dill asked Mr. Langlois if he was all set.

Mr. Langlois stated he was. I guess my only thought is, is the signage, I mean, the, the way it seems like it's been for a number of years for the town is the town funds the position or the positions, the revolving fund is what supports the programs and the rest of it in its entirety so I'm inclined to want to see that 1080 go back into the revolving fund. Is a, I don't want to use the term a surplus but there's \$50,000.00 worth of unused revenue so I'd like to see that go in so I would actually move that the supplies line be brought back to \$1.00

**Motion:** Mr. Langlois moves that the supplies line be brought back to \$1.00

**Second:** Ms. Hopkins

**Discussion:** Chairman Dill stated that was quick. We were missing Mr. Second over there. Discussion on the supply line.

Chairman Dill recognizes Mr. Robertson

I would just mention, you know I, I'm not sure of the absorber, absorb ability of this. I don't assume that it will kill the Parks and Recs program but we do saddle them with events that we expect them to pay for the supplies for, provide the labor for, that sort of thing and don't give them any revenue to take care of that. We've also done things like in the past few years when the furnace failed here and we didn't have

any money in our other lines to get it. Went to Parks and Rec and said we'd like a check out of the revolving fund even though it has nothing to do with your programming so that we can heat the building.

Ms. Hopkins stated however their program is sustained by utilizing this building.

Mr. Robertson stated, it is but nonetheless, we do hit them up for money and ...

Chairman Dill asked if there were any further discussion on the motion.

Chairman Dill stated that he would just clarify the motion real quick, that was to reduce the supply line back down to \$1.00 so you're taking a \$1,079 out of it, correct.

Mr. Langlois agreed.

**Vote: Yea 6, Nay 2, Abstained 0 – Motion Carries**

Chairman Dill stated that that was the first non-unanimous vote. I thought we'd catch up on it. Chairman Dill thanks Mr. Menerd for taking notes.

That being done on the rest of the budget do we have any further comments.

Chairman Dill recognized Ms. Hopkins.

I'm uncomfortable with the new Parks and Rec director making \$50,000.00. Two years ago, we gave Joe Manzi a merit raises of \$10,000.00 and he had been here a significant amount of time. I'm unclear why \$50,000.00 for a new Parks and Rec director that doesn't come with any experience would be offered that amount.

When I look at the police officers, we have two police officers, two patrolmen that make \$43,000.00, one patrolman that makes \$49,000.00. We have a librarian that makes \$50,000.00 but we have a new hire at \$50,000.00 for Parks and Rec.

Chairman Dill recognized Mr. Robertson.

I can tell you the rationale behind that and it's really two phased. The first phase if the responsibility of the position. It, I just gave you the totals on that revolving fund. There are over \$200,000.00 now. You know 10, 15 years ago the Parks and Rec director met with some concerned parents and put together little league teams and a few other things. The program has grown tremendously. Nick is responsible for a number of staff members. He's responsible for vehicles now, as I said he is responsible for more than \$200,000.00 of revenue going through the program. He's also responsible for, we have 168 kids, I believe in the after-school care program now. Nick is where the buck stops for the safety and handling of those children up to 168 a day. Families choose different days but on any given day there are more than 100 children in this building Monday through Friday which are the responsibility of the Parks and Rec director. That's the first phase and why the Board of Selectmen was and just to given you an idea of how this process works, the Parks and Rec Commission conducted the job search with some assistance from the town administrator. They make a recommendation to the Board of Selectmen. The Board of Selectmen actually negotiates what is paid, be the town administrator with the person.

We felt comfortable giving the level of responsibility, the budget numbers, the vehicles, the equipment, the employees in using that number. I will also say that one of the things that became painfully aware to us was that we were not paying anywhere near a competitive salary for a person of Joe's time and I would note that Nick, Nick does not come to us with no experience. Nick is a young man whose been in Deerfield for a while but he's got experience in other places, has a degree specific to the program which

were other things that we looked at but a number of candidates, I would say more than 10-year experience in the same town gave us their salary range which we backed up quite easily if you, if you're working for a municipality, you simply pull the town or city report and see what they paid the Parks and Rec director last year and what they're paying this year, \$50,000.00, quite frankly, that the Board was happy that Nick agreed to the figure that we proposed.

Chairman Dill stated that he would say that the hiring is not our purview. The hiring is the, is the Rec Commission's and the Selectmen's purview. We have the budget.

With that being said, do we have any further discussion on that.

Ms. Hopkins stated that he felt that it's overinflated because I'm looking at the patrolmen, I'm looking the librarian, I'm looking at a new hire, not proven that what Joe was able to accomplish, we're assuming for a small amount less, this person will be able to accomplish but we don't know that. I'm not comfortable with that amount.

Chairman Dill recognizes Mr. Robertson

As the selectman who had a hand in putting that number where it is, I can say that, you know, I can make no guarantees about what the future holds for Nick but we were comfortable with the number that we used.

Chairman Dill stated that he had another question in a different vein, just on the supplies, gasoline and rec, I mean maintenance/repair, I assume we take all of that out of the revolving fund. That if ...

Mr. Robertson stated that we had a desk come out of the revolving fund.

Chairman Dill stated just more uses of the revolving fund.

Chairman Dill asked if there were further questions, motions, etc.

Chairman Dill recognized Ms. Hotaling.

Do we ever discuss the revolving fund? Like charges that go in there and whatever because I have a concern about us subsidizing a daycare program that uses all this space and we don't make a charge for it. I mean, we do have commercial space and that has a rental value. Why should we be supporting you know, 168 children who aren't paying, I guess, a fair share maybe, I mean, I don't know cuz I don't know how the fees are established. I don't know, I'm not sure.

Mr. Robertson stated that he didn't have, I don't have a fee structure with me. The fees are readily available through Parks and Rec for any of their programs. That's available on the website, available

Chairman Dill stated that he would say we're not subsidizing by a town. The program, I think if we have 160 kids going to the after school, my kids have used it ever since I moved to town. I thought it was the best thing since sliced bread when I got to town.

We previously had a daycare that was renting space and we had, we couldn't, that ended badly if I remember correctly. I can't remember exactly.

Mr. Robertson stated that he would leave it, I'll leave it, it ended badly for the town and for the daycare and I would acknowledge Andrea that your argument is one that has been batted back and forth for the last 20 years or better in Deerfield. When I first came onto the Board of Selectmen, we did not want to have a commercial building. The Board of Selectmen's feeling was that we were competing with other



commercial buildings in town, commercial space. We wanted to get rid of the tenants, use it for municipal space. We also have a number of proposals to get rid of the building. We got estimates on what we might be able to sell it for. Found out that we could probably sell it for about nothing given the age and quality of it and eventually at one of the last few town meetings we had, the town overwhelmingly voted to order the Board of Selectmen to maintain this building as a community building with a mixture of commercial and municipal use and that's what we've done and you are certainly not alone in your concern still and that, that was a divisive factor on the Board of Selectmen that made the decision to go in the direction that we did which was mightily helped by the warrant article and an overwhelmingly lopsided town vote to tell us that's the direction we were going to go in and that's basically why the building looks like it does right now, it was in a far worse state of repair and the Board has particularly in the last seven years undertaken getting it in decent shape.

Chairman Dill stated that he would say that the after-school program and the summer program that are run out of the same, through the Parks and Rec for parents with kids that's it, it's a big deal, I mean to have that available after school is allowing people to work outside of town, have their kids dropped off here. I mean, there's a separate bus now bringing kids from school so, there are two busses.

Mr. Langlois started that it is important to recognize that the after-school program does, the town needs something for those kids. You need, we need an outlet. The school, we don't have room at the school to house it, with all the additional programs that we have going so you have to look at that as a community service. The school could, you know, if the school had room we could, we could possible house something there maybe but we don't have room to house 160, 120, 160 kids while still being able to use either our gym or our cafeteria for other functions and programs. So, I fully support what the after-school program does. It does a great thing. The school is gone and worked with our busing schedules to facilitate getting a bus to make two runs over here specifically to bring kids for the program so that, that provides as many as 144 kids, I don't know how many you can fit a day but I know because I've talked about busing ad nauseam, we can put 77 small people on a bus and larger people is a little bit less but if we juts put small people on a bus we could fit 77 per bus so that, that statement that it's subsidizing it, it's really allowing families to be able to stay in this community and be part of this community because they may not have an option if, if not. There isn't, there isn't any option or alternative and so you know the expense for the town is potential a little bit of loss rental revenue but that space is, it wouldn't generate much revenue anyway.

Ms. Hotaling stated but it's the maintenance and the heating and the electricity and it, I don't know, it just there's a lot of costs associated with it and you know, it is wonderful, you know. I would love to have that you know, when I had children. In the town I was in, I paid for an after-school program at school.

Mr. Langlois stated that parents do pay, which helps fund other programs.

Ms. Hotaling stated that's why I was asking do we ever look at what is it that we're charging and is it an appropriate fee and if because the revolving fund just seems to not be part of the budget process which is a strange thing.

Mr. Robertson stated that the revolving fund, technically the internal parts of the revolving fund aren't part of the budget process for the budget committee anyway. I think the fees have been looked at. They, the fees are certainly lower than you might find in the Seacoast area or in Manchester, that sort of thing for the after-school program. I don't know when the last review was done. Typically, that would involve the Parks and Rec director and probably the Parks and Rec Commission. All of those fees, the fees for any of the programs are fully open and public you know for community review. I will say as a selectman, the one thing that has generated more calls to me than anything including Northern Pass or suspected police wrongdoing or anything else has been concern that something might happen to the after-school program when we've talked about it aggressively in terms of budget or the selectmen have talked about it in terms

of commercial space versus municipal space so that's right, wrong or otherwise, that's how we're at the place we're at.

Chairman Dill stated thank you for adding a bus by the way. That cut my kids bus time

Mr. Langlois stated that we didn't add a bus or

Chairman Dill stated reconfigured buses, so you're open it up

Chairman Dill stated Rec, anything else on Rec.

The amended budget amount of \$69,786.00 less \$1,080.00.

Sorry, less \$1,079,00, We left a \$1.00 there.

Chairman Dill stated the amended budget total is \$68,706.00. Good catch because the person doing the minutes once said so. So, we are voting in the amount of \$68,706.00.

Mr. Langlois stated no, it would be \$68,707.00. We left a \$1.00 in the budget.

Chairman Dill stated \$68,707.00, final answer on that one.

Andrew the accountant to my right.

Ms. Hopkins stated it sounds good.

**Vote: Yea 7, Nay 1, Abstained 0 – Motion Carries**

Chairman Dill thanked Nick very much. He stated I thought that one was going to take longer.

Chairman Dill asked if we keep him up here for Veasey or not.

Mr. Robertson stated that no we'll actually look to Travis for Veasey.

**Motion:** Mr. Robertson moves the Veasey Park bottom line in the amount of \$36,520.00

**Second:** Mr. Langlois

**Discussion:** Mr. Robertson stated that he would notice it, I would recognize Travis who's the Chairman of the Veasey Park Commission, one of four commissioners, I believe.

Mr. McCoy stated that right now we're at four, yes.

Mr. Robertson went on to say, and one of the few that complies with the original edict that to be a Veasey Park commissioner, you have to live within two miles, I believe, of Veasey Park.

Mr. McCoy stated that himself and Don Boyle are the two that are close enough.

Chairman Dill asked if Mr. McCoy would give a quick overview.

Mr. Robertson stated that it's written in the deed actually.

Mr. McCoy stated that he would be happy to. Our main focus this year was, it was on personnel. Veasey Park is known and as long as I've known and growing up here I took swim lessons in Deerfield, Veasey Park has offered free swim lessons to Deerfield residents, forever.

In the last couple of years, we have not been able to hire a WSI, a certified swim instructor at the pay rate or we had a lack of candidates even.

We have reached out to Swim NH which is the only place that this is the place where you go to get your certifications. In order to contract them to do our swim lessons, we'd be talking an exorbitant amount of money, talking about close to \$200.00 to \$300.00 dollars a day to teach twelve students. They would actually send us out an instructor at \$22.00 an hour and an assistant at about \$15.00.

In order, in an effort to rectify this situation and get swim lessons offered again next year, we would like to, would like to increase our personnel budget and essentially, we're looking for pay raises for all of our staff members who have traditionally been paid between \$9.00 and \$12.00 an hour. The \$12.00 an hour is our returning lifeguards, three, four years when we were getting them to come back that many. We are not having returning guards. We, we find we're hiring her guards every year or two even. It's very difficult to attract qualified candidates. I know that this summer a lot of municipalities and beaches had the same problem as we did finding qualified applicants. It just doesn't seem that the applicants are really out there.

So, essentially, what we're looking to do is, to the main part of this change, would be to increase our WSI to \$18.00 an hour and our WSI assistant to \$15.00 an hour. Those are both at 32 hours a week, 11 weeks of the season.

We are also looking to increase the reimbursement for the certification courses which have done from \$250.00 for lifeguards with certificate to \$495.00 so a significant increase there. It scares away a lot of our potential applicants. We have always offered to reimburse partial. They don't, they don't get that until they've at least completed half of the season but it doesn't seem to be enough.

We'd like to be able to train our current guards to become our WSI's in the future and pay them accordingly to keep them coming back

Our pool of applicants is typically between 16 and 18 years of age. Once they reach college age, we have a very hard time getting them back for the summers.

We feel it's important to have qualified lifeguards. That is the most important job at the beach. There's been some discussion in the past, I'm sure some of you are familiar with this but we've been looking for a park attendant which we've called a parking lot attendant and in the past, we do not allow our lifeguards to work as an individual. There's always two employees on duty.

With our current staff are, myself and other commissioners volunteered. I did probably four or five days this year hanging out at the park, making sure that our lifeguard was accompanied by someone else.

I want to make it attractive enough for qualified applicants to come and apply and then for us to be able to compensate them accordingly and hopefully in an effort of bringing them back for future seasons.

Chairman Dill stated that's the first two lines. What's the safety compliance line is the only other one that...

Mr. McCoy stated that the safety compliance, we started working this year with **(untranscribable)**, a lot more closely. Seems we've been kind of overlooked in the past as far as the safety compliance goes. We have purchased an AED machine, multiple fire, fire suppression, fire extinguishers, some personal protective equipment and we've expanded our accessible first aid stations so that even when we're off after hours and there's no guards there, these things are still available to the patrons.

The \$500.00 is, it's, it's a little higher than it needs to be but it's, it's in case we need to replace something. I just lost, I went down to the park – I'm sorry, I hate to bring this up but I went down to the park to look for Zippy which I, we have all of our resources focused on that right now. Somebody stole our fire extinguishers out of a bathhouse.

These aren't obviously, these are not something that you can lock. It's a fire extinguisher. It's, they're not inexpensive. We don't buy the little household fire extinguisher so right there, that's another \$200.00, \$200.00 plus next year.

So, in the event that those things take place, most everything else we do out of our repair and maintenance and we also do with a lot of community help. We have a lot of volunteers that, that help us out so we're usually able to stay within our budget with.

That, that number for the safety compliance, it's a safety number for us. It's, it's where I feel comfortable. There's going to be added expenses to that if we ever have to replace the AED machine, that's a big one but we got the money.

Chairman Dill asked if there were any questions.

Chairman Dill stated that he thought that they were doing a pretty darn good job and we'd all agree that swim lessons would be a great thing to get back.

Mr. Robertson stated that that's another thing that generates a lot of phone calls.

Mr. McCoy stated that he thought that Nick would appreciate it,

Chairman Dill stated so what your telling us that he wasn't just thrown over the fence then is what you're telling us.

Mr. McCoy stated that he knew we had searched the grounds thoroughly. He is not on the grounds. We got our ears to the ground. We'll see if we can't come up with something.

Mr. Langlois stated call in the helicopters, state police, organize a full search party.

Mr. McCoy stated that we're just using whatever resources we have. I would just like to mention we did receive, I can't say enough about this, we did receive a very generous donation from a resident, longtime resident and that money just, that money is something that we're going to be using for capital improvement. It's not something that we're going to cut something that we're going to spend any of our budget money on. We're not.

Chairman Dill asked if Mr. McCoy had any plans for capital improvements.

Mr. McCoy stated yeah, we have, there's, there's a lot of things that need to be done. This is, there's projects such as the erosion control. Anybody that's been to the beach has noticed that my mother was part of the erosion control and this was, I want to say it's almost 20 years ago, probably 17 or so and it's beginning to fail.

A part of that erosion problem has to do with from the street down so our drainage soils need to be addressed.

We have, we're working with a forestry person now to try and clean up the, the woods a little bit. There's a lot of fallen trees, a lot of dead trees that are to me and other people, a fire hazard.

Our facility, our bathhouse facility could use some updating. We were thinking about some low-flow chemical toilets that wouldn't tax our wastewater system and our guard shack is in serious need of overhaul. We've reroofed it a couple of times, we've plugged up holes, we've put new locks on it. It's not a secure building. It's not completely watertight either.

So, those are some of the things that we've been, we've been looking at that, adding a larger gathering area, a possible gazebo type structure and if it's raining. We've thrown around a lot of stuff, a lot of different things.

A lot of stuff we've been doing on our own. The landscaping, for example, we've been with donations from Piney Woods, we've been able to add some landscape plants and just kind of dress the place up a little bit.

So, I think with that money, that was donated, we'd like to look at some of the bigger projects that we don't really feel and we feel that they need to be done but we don't want to ask the town for that kind of money so I think that money would help to offset some of those costs.

Chairman Dill asked for further discussions, questions, motions.

Mr. McCoy stated that he'd been here for hours, nobody is going to have another question.

**Vote: Yea 8, Nay 0, Abstained 0 – Motion Carries**

Chairman Dill thanked Mr. McCoy for coming in.

Mr. Robertson stated, moving onto the Library

**Motion:** Mr. Robertson moves the Library bottom line in the amount of \$105,988.00

**Second:** Mr. Langlois

**Discussion:** Mr. Robertson stated that he would note that we have the librarian and a library trustee here with us this evening.

Karen Hal introduced herself.

She stated that the bottom line has been changed to 5 with an increase of \$500.00 as of last night for an automation system. We are one of two libraries in the state that are not automated and it's, it's a necessity. I feel like we're losing materials, we're not keeping track of what needs to be actually monitored, and yeah, we need to be automated so I've spoke to many vendors. The average quote was \$25,000.00. so I found this one who was web-based, \$580.00 a year so.

It was asked which line to which Ms. Hal stated it will be under contracts.

Mr. Robertson stated that the Board of Selectmen hasn't considered that as part of the budget but I'm assuming that the Board of Selectmen will indeed support that as presented.

**Motion:** Chairman Dill moves to increase Line 399, Contract for the Library, the amount, increase it in the amount of \$500.00

**Second:** Mr. Langlois

**Discussion:** Chairman Dill asked it this means that we aren't stamping cards anymore to which Ms. Hal stated, exactly right. Maybe just a book with a due date but no the card system

Chairman Dill stated that he liked the card system.

Ms. Hal stated that it's fail-proof with it's right now, I like I said if we're tracking for stats, it's, it's not sufficient.

Chairman Dill asked how many libraries still doing it.

Ms. Hal stated that we are one of two. We were one of three. As far as I've heard.

Chairman Dill asked who was the other one to which Ms. Hal stated that she had no idea but I know that there is one library with running, running water or a restroom but yet their automated so antiquated we are.

Chairman Dill asked if there were any other questions relative to the motion.

**Vote: Yea 8, Nay 0, Abstained 0 – Motion Carries**

Chairman Dill stated so the new bottom line will be \$106,488.00. Do we have any questions relative to the library? She's been here all day and probably wants a couple questions.

Mr. Robertson stated that the big increase that you'll see is the part-time employee line, there. Well it's not really a big increase. I'm sorry, I'm misreading that.

Chairman Dill stated that it's a change, a \$1,000.00 increase. Do you want to speak about changes to employees and etc.

Ms. Hal stated yes, so we have increased what looks like we now have technical as, well we're hiring for a technical assistant. That actually, those numbers should be flipped now. We are now hiring, we have a, the library assistant which is 18 hours at \$14.54 whereas the technical assistant will be 20 hours at \$13.50 so those need to be swapped.

Chairman Dill asked if there were any other questions on the library.

Chairman Dill stated to Ms. Hopkins that she had to leave like an hour ago to which she stated no, like 30 minutes ago but this is important to me. Parks and Rec so very important to me, a librarian is exceptionally important to me as well as well as Veasey.

Chairman Dill stated that he would call the vote in the amount of \$106,488.00

**Vote: Yea 8, Nay 0, Abstained 0 – Motion Carries**

Chairman Dill stated so you're going to miss the Conservation Commission but thanks for sticking around...

Ms. Hal stated that she was supportive of them too.

Mr. Robertson stated, moving onto the Conservation

**Motion:** Mr. Robertson moves the Conservation Commission bottom line in the amount of \$3,051.00

**Second:** Mr. Langlois

**Discussion:** Chairman Dill thanked Eric for coming in.

Mr. Robertson stated that he would note that Eric Berglund of the Conservation Commission is with us this evening and I'm sure he would be happy to answer questions and give an overview.

Mr. Berglund stated sure, let me just give you, I'm not sure if everybody knows what we do in the Conservation Commission. We have members, right now I think it's six and our max is seven so we're looking for one, one more. The basic job for the Conservation Commission is for the proper utilization and protection of natural resources and for the protection of watershed resources of Deerfield.

And that takes on a lot of, a lot of different activities everything from conserving land, open space to being the receiver of impact permits, wetland impact permits from the state and we, we are involved at different, different levels of involvement depending upon the severity of the impact.

Impact isn't necessarily bad, I mean but we, you know when you build a house and there's wetlands involved that are impacted, that's, that's got to be dealt with.

Chairman Dill stated so, it looks like the, the major change here is the secretary lines going up.

Mr. Berglund agreed. We have a very accomplished secretary who has been helpful in a lot, a lot of background work that needs to be done and has taken this off the volunteer's shoulders. This past year, this year, Northern Pass has been a major work deliverer to everybody, a lot of people but in particular Judy Marshall has been helping us very much in that regard and I think that it's going to continue, that piece will continue. We're going to, we're going to hear a decision about this in the in the end of February but it won't, many people are saying, it's not going to be over so.

Chairman Dill stated so that this is just one of those on more hours not more an hour line increases, right.

Mr. Berglund stated well it's more hours but I'm not sure what the, what the philosophy is for pay increases but certainly she is, you know, we're not engaging that as an increase. This is more hours now. It may turn out if there is an increase and it comes down to everybody, that you were additional hours out of the \$200.00

Mr. Berglund stated that the other increase is that's to do with Meetings and Seminars. We're had a fifty-dollar amount in there for years. Anybody going to meetings typically was always a volunteer and people picked up that out of there, their expense.

We've recently had two good members join us. They're all good members but two very good ones, one is Ben (Menerd) and so with that, we took a look at that and said if there are opportunities to go, there's typically at least two, perhaps three meetings a year, one is the New Hampshire of Conservation Commissions, another one has to do with saving special places in the spring and that's has to do with the conservation side protecting open spaces and so these are, these are skills and experience that we need to have on the Board to carry on the work that we are doing so and back to Judy, there's one more thing, I can't give you all the details but there's at least two more conservation easements that we'll see in 2018 that will, there's administrative work that has to happen with lawyers and so and this is in addition to what Judy does so that's another, another piece of work so if there are any questions, I'm happy to try and answer them.

Chairman Dill asked if anyone had any questions for the Conservation Commission. Seeing none, I will call for the vote in the amount of \$3,051.00

**Vote: Yea 8, Nay 0, Abstained 0 – Motion Carries**

Chairman Dill stated that we are now done with the town stuff. How done is this, this is a preliminary done right? We made our first run through. Okay, well you're doing well. I remember what it was like back, back, way back. Thank you for coming in today Mr. Berglund.

Mr. Robertson stated that Mr. Berglund was on the Budget Committee for a good time when I arrived in town.

Chairman Dill stated hey I actually hit him up at Treat or Trick to see if he wanted to come back and it was a pretty firm NO.

Mr. Berglund stated by the way, I would like to ask, there's eleven members right, so who is not here tonight.

Chairman Dill stated that we're missing Verville, and Spillane and Dubiansky tonight.

### **School Budget Update**

Ms. Hotaling asked if this was something new. Mr. Langlois stated that Alden asked me just to bring hard copies.

Chairman Dill stated that he got the email with this stuff yesterday at noon time. I tried to email it out and I kept getting email undeliverable so hopefully some of them, did everybody get one of these.

Mr. Menerd stated that he still was not on that list.

Chairman Dill stated that he had to get you and Phil on a MBC email list. I'm actually going to just send him an email right now while I am thinking of that cuz I asked for an updated list. John, John has the updated list. John has the updated list. Did we get, we got minutes right. I got minutes, did you get minutes. We'll check on that. I have to add you to the MBC contact list.

Mr. Bilodeau stated that he has to apologize, I changed employers three months ago and I'm still tracking and catching up with people that didn't know that I had moved.

Chairman Dill stated that he had to get him on the MBC email still.

Mr. Bilodeau stated that he didn't want to speak ill of technology but I have a difficulty with that too.

Chairman Dill stated I'm having a real difficult time sending these all out because I, I went and typed everybody's name in and I didn't put Town of Deerfield, I didn't put nh after it so they all bounced back so I had to go back through and update everybody's address to townofdeerfieldnh so hopefully they're working now but do you just want to speak about what you just handed out.

Mr. Langlois stated that this is basically just some background information that was requested. There's some more information from previous requests, the SEU whose working out working with Concord High School, just to kind of tweak a little bit.

One of the questions was the tuition numbers for this year and what we were using. That \$12,029.00 that you can see it in our budget is the number from CHS and assuming that their MS25 is approved by the state, then that will be our tuition figure for the year.

Outside of that, again, last couple meetings we we have had, have been in between school board meetings, the school board still has not met yet. We meet tomorrow night. If anybody is interested in coming, it will be a long, monotonous meeting, I am sure. The last meeting, we had run like to at least 11:00, 11:30 at night so if you feel like coming down and burning the midnight oil with us, we will be at the school in the library.

Chairman Dill asked if they are relatively close to completion?

Mr. Langlois stated that he felt like tomorrow, hopefully, we will be able to button it all up but again it's at the will of the Board if we do. Hopefully we will so you know, on Saturday, I will be able to give a better update because I'll obviously know what was accomplished during the meeting and then we can take it from there.



Chairman Dill stated excellent and asked if there were any questions.

**Old Business:**

Chairman Dill stated that he didn't think that they had any old business.

Chairman Dill recognized Ms. Hotaling.

Ms. Hotaling stated when John sent out the draft minutes, he and I just want to clarify this, he said if you reply, which,

Chairman Dill clarified it was John Dubiansky to which Mr. Hotaling stated yes.

Ms. Hotaling continued, it'll only go to me and to John Harrington and I guess to you because he didn't want it to be, you know an ad hoc meeting or something and so I read the law about you know, sequential, you know, communications and whatever, and I just want to make sure that I understand what I'm allowed to do like if I had replied to Zach about this information he supplied, I would think that would be prohibited under the law because we'd be communicating about something outside of a public meeting.

Mr. Robertson stated as long as you're not making a decision and, and a quorum of you are not reaching a decision via email, that sort of thing, I think, that's sort of the seat-of-the-pants rule for how you can correspond.

Chairman Dill stated and that's why we're keeping it on the MBC, that's why we have a separate MBC email for that.

Ms. Hotaling stated that you know, that was, I was just so surprised that John was being so careful to send it out draft minutes, I thought well, gee, you know, maybe I can't talk to anybody.

Mr. Langlois stated that the reply all function of your computer, they can get a committee in trouble because the moment it is sent out, replied all, a conversation starts, there's a quorum of members in that conversation, you are now conducting a business outside of public and

Chairman Dill stated that he was impressed by with Dubiansky with that as well. That was a good thought. I'm just glad that he kept those notes too.

Ms. Hotaling stated that she did have one other question because I'm still kind of anal about the FICA and the Medicare piece and whatever because I try adding up all the salaries, again, this is kind of like relative to the whole budget and and then I say well, FICA, it's 6.2% and then I read that while police and fire aren't included. We have number of people that get stipends. Are those treated as employees?

Mr. Robertson stated it depends on what basis you're talking.

Ms. Hotaling stated these people that get \$1,600.00, \$1,400.00, \$1,500.00.

Mr. Robertson stated that we consider them, we consider firemen, for example, that get stipends, employees for the purpose of workers compensation.

Ms. Hotaling stated that I'm talking more like Cemetery Board, Selectmen, you know, all those people. Do you just get a flat \$600.00 check or do you get to, know?

Mr. Robertson stated there is a

Ms. Hotaling stated is a good salary, you get, you're an employee?

Mr. Robertson stated that there's withholding because, yeah

Ms. Hotaling stated well I think that you should be an employee that, that's where I'm going but some of the people, I'm not sure if they are and I was wondering, do we send appropriate 1099s. Anybody that gets more than \$600.00 as a non-employee?

Mr. Robertson stated that he knew that he gets \$600.00 and he gets a 1099.

Ms. Hotaling stated so you do get, you don't get, wait, don't get, do ...

Mr. Robertson stated that I get a W-2. I'm sorry.

Ms. Hotaling stated you get a W-2, okay, I just, I guess after last year's little W-2 fiasco with the FICA, I'm a little gun shy about whether in the past things have been done properly.

Mr. Robertson stated that he would, would that you can certainly be gun shy and I'll let John answer but the first thing that I would say is we've got the best estimate we've got in there and, and that's what the Budget Committee has to run with. We rely on our Finance Manager and our auditors to try to prevent what happened last time around and there was a pretty clear track to what had happened and I don't think you're going to see it happen again.

Chairman Dill stated that John's had the deer in the headlights and has picked up the microphone about three times.

Mr. Harrington stated as to the FICA and Medicare issue that came up last year, that was specifically related to New Hampshire retirement. It was not part of regular salary or withholdings. As far as this year's, the FICA and Medicare, I've already contacted our finance contract person. She is going to do a full review and give us accurate numbers for FICA, Medicare, health insurance to make sure everything is aligned properly.

Part of the up to this date is we've had multiple positions in a state of flux without firm offers. The Board of Selectmen still have to approve three positions. During those negotiations that number has been very fluid.

I understand if we had a static number, you could take a percentage and come up with numbers but we just haven't had that static number to date. Hopefully we will have a firm number by the time the selectmen are approving the budget.

Ms. Hotaling stated that now that you brought up last year's FICA problem, I know you said that you just were just filing the things with the IRS. Did that amount get encumbered at the end of the year? You budgeted that twenty or thirty-one thousand or whatever it was...

Mr. Harrington stated that this issue came up early in January when W-2's for 2016 were being prepared. At that time the budget was not finalized. I brought the situation to the Board of Selectmen and they increased the FICA and Medicare lines to accommodate this pay out.

Ms. Hotaling stated so it's in the current year budget and we're paying it in the current year and if it doesn't get settled by year end, then do we encumber amounts for that's. You're thinking it's settled.

Mr. Harrington stated that it was settled.

Mr. Robertson stated that we, we, if for some reason there was additional expense, we take a look at the end of the year, usually on a Friday afternoon, depending on the date, as to what we're going to encumber and that is going to depend pretty much entirely on how much it ices and snows between now and the end of the year. Irregardless of how unrelated that is to accounting and FICA.

**New Business:**

Chairman Dill stated that new business, I have two quick things, one I just noticed that Andrea came on after Ben and we haven't got Ben a name tag. Can we get Ben a name tag?

Mr. Robertson stated that you still don't have Ben listed on the website.

Chairman Dill asked if we can

Ms. Hotaling stated and he took the minutes.

Chairman Dill stated that he was just looking there like Ben doesn't even get a name tag and Andrea came on first, I mean second.

The other new business is we have a meeting tomorrow, I mean Saturday at 9:00. Yeah, not tomorrow, Saturday. One thing that I was thinking and I wondering what everybody else's idea was on this, about having the fire department make a spiel before citizen's comments. I'm just thinking, we're going to have a lot of questions on the fire department and I was thinking that might make things more streamlined. I don't know if anybody else had any thought on that.

Mr. Langlois and Mr. Robertson stated that they were fine with that.

Chairman Dill stated that he thought it would make more sense to have the fire chief present why before we have comments as to why we are doing this so don't be surprised if I move things around and move citizen's comments to just after fire and I'll make an announcement about that.

Any other new business?

Ms. Hotaling stated no, but your date on your agenda, no the meeting after the Saturday one got moved to a Thursday.

Chairman Dill stated yes, Thursday the 19<sup>th</sup>, the 14<sup>th</sup>.

Ms. Hotaling stated and I don't know if anybody else prints those off.

Chairman Dill stated that yes, we moved the two to the Thursdays so it will be 12/14 for the next following one and when we're on the school stuff.

**Citizen's Comments:**

None

**Adjourn:**

**Motion:** Chairman moves to adjourn

**Second:** Seconded but couldn't hear by whom

**Discussion:**

**Vote: Yea 7, Nay 0, Abstained 0 – Motion Carries**

**Next Meeting: Saturday, December 9, 2017 at 9:00 a.m.**

*The Minutes were transcribed and respectfully submitted by Dianne L. Kimball, Recording Secretary  
Pending approval by the Municipal Budget Committee*