

TIME START 1900

1. Call to Order/Pledge

2. Roll Call

Andrea Hotaling Chair. John Dubiansky Vice Chair. Phil Bilodeau. Jo Anne Bradbury. Andy Robertson. Zach Langlois David Carbone
Excused Herman Pretorius, Jim Spillane unexcused Ben Minard Alden Dill

**3. Approval of Minutes:
November 20, 2018**

None available

4. Citizen's Comments

none

5. Town Budget Review

Planning Board

Fred McGarry Presented

Questions about the legal use of impact fees Fred explained we have entered a contract with SNPC to draft a new CIP. Andy Explained who SNPC is. Andrea asked what a CIP is and Andy said it was a Capital Improvement Plan. Fred explained it creates a phasing plan for capital improvement projects, so they don't all hit at once. Fred explained that currently impact fees can be used for the school, highway, and solid waste. Phil asked about who tracks the balance and usage of impact fees. Zack answered it was Pete Lemay from the town finance office. Zack and John Harrington provided some numbers on current balances. Andrea asked a question about the time table for the CIP. Fred stated they are aware it is a priority issue.

Zack moved that we take the PB budget off the table Phil 2nd

Budget approved unanimously without changes in the amount of \$43,559.00

(7-0-0)

a. Parks and Rec. – pg. 68

Nick Lawrence presenting

Andy informed the committee that the PR budget is only the salaries of the two FT employees. Andrea expressed her concerns about how the costs of operating the program are distributed, especially since the program uses the town buildings. There was an extensive discussion about the topics of fees and cost distribution Andrea recommended the Rec consider rate increases to allow more of the salaries to be covered by the revolving budget

Zack moved the budget as presented in the amount of \$69,780.00 Phil Seconded
Vote 6-0-1 to approve

b. Government Buildings – pg. 20

Ray Ellis presenting

Andrea asked what falls under the "GB" lines, Ray answered that its any building that doesn't have its own budget. Andrea asked about the increase in line 430 in GB. Andy explained why the mileage increased. It was since the prior director never billed the

town for mileage, they did have much in prior budgets. Ray answered that the other increases were because the library has added about \$5000 to cover Ray's time there. They are moving away from contracting their own person.

Andrea asked about the "GB grant" line. John H explained it is a placeholder for a road grant. Andrea asked about the rubbish removal increase, John H explained that it is a contractual issue with the vendor. Andy R. explained the changes in the mowing bid.

Zack moved the GB budget as presented of \$114,988.00 Seconded by Phil B

Vote Approved 7-0-0

c. George B. White Building – pg.21

Ray Ellis presenting

Andy stated this is one of the largest budget increases. Ray explained that about \$57,000 of it is needed roof repairs. There is also money to fix and paint the pavement around the GBW building. Ray stated that money for the drain line for the sump pump needs to be added. The approximate addition will be \$2800. Andrea asked about oil costs, Andy stated the BOS is looking at the issue, and the cost may not be as high.

Zack moved the budget at \$205,167 which includes the sump pump, Andy 2nd

John D asked if the reduction in oil costs might offset the pump cost. The answer was unknown. Joann asked if this was a roof replacement Ray said yes

Vote 7-0-0 to approve

d. Town Hall – pg.22

Ray Ellis presenting. Andrea asked about the sprinkler system expenditures. Andy answered it was a mix of regular maintenance and emergency repairs.

Zack moved the budget as presented of \$52,891.00 Phil Seconded

Vote 7-0-0 to approve

e. Police Department – pg.30

Chief Duquette presenting Andy stated the bulk of the increase is wage increases.

Chief stated he proposed a structured pay increase schedule to the select board and that is reflected in the budget. The increase in the uniform budget is for ballistic vests.

There is also an increase in the legal notice line for advertising for open positions.

There is an increase in the gas line to reflect actual gas prices. There is also \$2000 in the cruiser line to help level out costs related to replacing cruisers.

Andrea asked about retirement costs. Chief deferred to the TA John H stated he would investigate if any adjustments needed to be made in the retirement line.

Zack moved the budget as presented of \$792,277.00 and Phil Seconded

Vote 7-0-0 to approve

f. Highway Safety – pg. 41

Zack moved the budget as presented of \$5.00, Phil Seconded

Andy explained this line is kept open for grant acceptance.

Vote 7-0-0 to approve

g. Animal control – pg. 62

Zack moved the budget as presented of \$6,402.00, Phil Seconded

Vote 7-0-0 to approve

h. Information Technology – pg. 8

John H presenting

We are adding \$2500 for a cloud service for storage redundancy. It would allow for a much faster restoration after a catastrophic event involving town operations. The other cost is for rebuilding our town website.

Under equipment there is money to replace approximately 17 new machines due to support ending for existing ones.

Zack moved the budget as presented of \$71,685.00, Phil Seconded
Vote 7-0-0 to approve.

i. Municipal Budget Committee – pg. 9

Andrea updated that we have hired Katlynn Nadeau as our secretary.

Andrea recommended that we increase the PT employee to \$1200

And the meeting line to \$200

Zack moved the new line of \$1527.00, Phil Seconded

Vote 7-0-0 to approve as amended

j. Town Clerk- Tax Collector – pg. 3

Kelly Robert presenting

Significant reduction in “tax search” line due to going with a lower bid

Slight wage increase for both employees

Zack moved the budget as presented of \$117,647.00, Phil Seconded

Vote 7-0-0 to approve

k. Town Meeting/election – pg. 6

Zack moved the budget as presented of \$8,828.00, Phil Seconded

Vote 7-0-0 to approve

l. Emergency Management – pg. 42

Denny G presenting

Zack asked about the grants line, Denny answered that no tax dollars are spent.

Zack moved the budget as presented of \$37,946.00, Phil Seconded

Vote 7-0-0

m. Welfare Administration, Agencies- Health and Social, - pgs. 64-66

Denny G presenting

Denny explained the social services line

Andy explained the employee physicals line. Increase is due to new regulation having to do with cancer screenings.

Zack Moved health and social budget as presented, Phil 2nd

Vote 7-0-0 to approve

Zack moved welfare administration budget as presented of \$38,816.00, Phil Seconded

Vote 7-0-0 to approve

6. Old Business

The school board has not met since the last MBC meeting, they hope to finish the budget at their next meeting.

Update - School Budget Process

7. New Business-

Andrea had some questions about tax rate calculations.

Andy will provide tax calculation worksheets.

8. Citizen’s Comments

9. Adjourn

Zach moved the meeting adjourn, Andy 2nd
Voice vote in favor @2036

Next Meeting Tuesday December 4, 2018

The general public is encouraged to attend all MBC meetings and to speak to any issue before the committee

Anyone needing special accommodations should contact the chair.

Submitted by John Dubiansky, semiofficial note-taker