

TOWN OF DEERFIELD, NH
MUNICIPAL BUDGET COMMITTEE
George B. White Building
8 Raymond Rd. Deerfield, NH 03037

November 26, 2019
Meeting Minutes

Meeting Called to Order at 7:00 PM by Chair

Pledge of Allegiance

Roll Call: In Attendance - Phil Bilodeau, JoAnne Bradbury, Zach Langlois, Herman Pretorius, Bill Von Hassel, Bonnie Beaubien, Bradley Briggs, Alden Dill, Andrew Robertson
Excused Absence - John Dubiansky
Unexcused Absence - Terry Roy

Discussion of Town and School Budgets

Town: Mr. Robertson stated that updates to Deerfield Parks & Rec & GBW have been handed out.

School: Mr. Langlois stated that the school board is meeting next week, hoping to have budget finalized by the next meeting to be on target for 12/7 MBC. They also have a tentative agreement with the Para Union and will provide a copy of the contract to the MBC when they have it.

Mr. Pretorius noted that there are no minutes to approve from last week's meeting due technical difficulties with the uploading of the video and that they will be available at next week's meeting along with the minutes from this meeting.

New Business:

Zoning Board: \$4, 130.00

Motion: Mr. Robertson

2nd: Mr. Langlois

Discussion: Mr. Robertson noted that Josh Freed, the Zoning Board Chair, is not present this evening. Mr. Robertson stated that the increase in the budget is due to the increase in the pay rate for the recording secretary and that they also anticipate using the recording secretary for more meetings than last year.

Vote: 8 Yay, 0 Nay, 0 Abstain

Motion Carried

Government Buildings:

GBW: \$113,710.00

Motion: Mr. Robertson

2nd: Mr. Langlois

Discussion: Ray Ellis presented the budget for Government Buildings, stating that increases at the GBW are due to water testing. Prices have gone up, new testing for PFAs are up to \$3162.50/year. Heating oil is up. A parking lot treatment and line painting proposal is also included in the budget for the GBW. They would like to treat the parking lot and have the lines in the parking lot painted and also the Parks & Rec walkway needs replacing.

Vote: 7 Yay, 1 Nay, 0 Abstain

Motion Carried

Government Buildings: \$133,796.00

Motion: Mr. Robertson

2nd: Mr. Langlois

Discussion: Mr. Ellis stated increases are due to part time employees pay rate increased a little, mileage, contracts for mowing are higher. The cleaning company sold the company and the new company dropped the GBW. A cleaning person was hired to do and that person charges a little more than the previous company but is still the cheapest bid received.

Vote: 8 Yay, 0 Nay, 0 Abstain

Motion Carried

Town Hall: \$54,386.00

Motion: Mr. Robertson

2nd: Mr. Langlois

Discussion: Mr. Ellis stated that the increase in the Town Hall budget is due to the contract with Waste Management that they are trying to get out of. A 90 day notice during a 2 week window is needed to terminate that contract and he is certain he can get another vendor for half of the current rate. Mr. Robertson said if that happens before budget time the BOS will submit a change to lower that. Mr. Robertson also stated that the BOS has been trying to take note of Town Hall usage and collection of fees for the Town Hall. In the past, 90% of the groups that used the Town Hall have asked to have the fee waived and the BOS is taking a much larger look at who they waive the fee for. They hope to see an improvement in revenue for usage of the Town Hall.

Vote: 8 Yay, 0 Nay, 0 Abstain

Motion Carried

Police Department: \$799,243.00

Motion: Mr. Robertson

2nd: Mr. Langlois

Discussion: Chief Duquette explained an increase of \$50,000/6% over the default budget due to wage increases, 1.5% cost of living adjustments, legal notice line, gas, and cruiser purchase. Mr. Von Hassel asked where the department stands on staffing. Chief Duquette stated they are fully staffed at this time. Mr. Robertson asked about the cost of a new cruiser. Chief Duquette said he paid \$25,700 for the car, approximately \$3000-\$4000 for the set up. He said they switched to a Dodge Charger because the Ford SUV was more expensive, that even a default budget could cover the cost of the Dodge.

Vote: 8 Yay, 0 Nay, 0 Abstain

Motion Carried

Animal Control: \$6,202.00

Motion: Mr. Robertson

2nd: Mr. Langlois

Discussion: Mr. Dill said he is blown away by how low this budget is and how much the town gets for so little. Mr. Robertson said this is due to the generosity of the Animal Control Officer. Chief Duquette said the ACO does a lot for free.

Vote: 8 Yay, 0 Nay, 0 Abstain

Motion Carried

Highway Safety: \$5

Motion: Mr. Robertson

2nd: Mr. Langlois

Discussion: Chief Duquette said this line used to be used to buy bike helmets to give out to kids. The line has been reduced to save money but to still keep the line open in case it's needed. Mr. Robertson said that years ago the line was used to accept grant money to run DWI patrols prior to Chief Duquette's hiring and that 2 or 3 years in a row, the town voted not to do DWI patrols.

Vote: 8 Yay, 0 Nay, 0 Abstain

Motion Carried

Town Clerk/Tax Collector: \$116,568.00

Motion: Mr. Robertson

2nd: Mr. Langlois

Discussion: Kelly Roberts explained that the budget is slightly lower than the default budget. It includes an increase in the Town Clerk salary to a salary more comparable to surrounding towns. Mr. Von Hassel asked why there was such a large decrease to the budget. Ms. Roberts said the new researcher charges less than the prior researcher.

Vote: 8 Yay, 0 Nay, 0 Abstain

Motion Carried

Town Meeting/Elections: \$13,203.00

Motion: Mr. Robertson

2nd: Mr. Langlois

Discussion: Ms. Roberts explained that there are more elections this year than last year and that this budget does not take into account any special elections.

Vote: 8 Yay, 0 Nay, 0 Abstain

Motion Carried

Parks & Recreation: \$78,171.00

Motion: Mr. Robertson

2nd: Mr. Langlois

Discussion: Nick Lawrence, Parks & Rec Director was not present at this meeting. Mr. Robertson explained that the Parks & Rec budget pays the salary for the Parks & Rec Director and half the salary for the Parks & Rec Assistant Director. Mr. Lawrence asked the BOS to add \$5200 to the Parks & Rec budget to cover programs that don't generate revenue and operate at a loss, ie Old Home Day and the Veteran's Day Ceremony. Mr. Langlois asked for the balance on the Parks & Rec revolving fund. Mr. Harrington said approximately \$70,000. Mr. Langlois asked if that has been higher in prior year. Mr. Harrington explained that Mr. Lawrence is working to keep the revolving fund account balanced and not carry such a large overage. Mr. Langlois asked if revenues generated are being used to make improvements to DPR facilities and increase programs. Mr. Harrington said there has been an effort over the last year by the Parks & Rec Commission, led by Dwight Barnes, to set up a budget to help DPR manage their funds more accurately, to apply expenses in a more defined way, more details. Mr. Langlois asked if instead of the revolving fund, should all of that be in the budget. Mr. Robertson said that has not been a recommendation made by the Parks & Rec Commission. Mr. Von Hassel asked if the revolving fund is viable. Mr. Harrington said it is. Mr. Von Hassel asked if they could absorb the \$5200 without impact to taxpayers. Mr. Robertson stated that he doesn't think it would hurt their revolving fund to do that.

Motion: Mr. Dill made a motion to reduce lines 34 and 570 to \$1 each.

2nd: Mr. Von Hassel

Discussion: Mr. Dill said he agrees that there is money in the revolving fund to to cover those expenses. Mr. Langlois asked if DPR is trying to make each program self sufficient. Mr. Robertson said there are several programs that are not self sufficient but that has always been the goal. Mr. Langlois asked if the DPR revolving fund budget/accounting is available to view. Mr. Robertson said yes, they can have it for the next meeting.

Motion: Mr. Langlois made a motion to table the Parks & Rec budget pending further information regarding the revolving fund from DPR.

2nd: Ms. Bradbury seconded the motion to table the Parks & Rec budget.

Vote: 8 Yay, 0 Nay, 0 Abstain

Motion to table Parks & Rec budget carried

Planning Board: \$42,258.00

Motion: Mr. Robertson

2nd: Mr. Langlois

Discussion: Mr. Robertson stated this is an overall decrease of \$2,251.00.

Vote: 8 Yay, 0 Nay, 0 Abstain

Motion Carried

Information Technology: \$60,202.00

Motion: Mr. Robertson

2nd: Mr. Langlois

Discussion: Mr. Harrington explained the increase to the budget as due to part time employee pay rate increase, software, vendor maintenance & support, and printing services for the town newsletter and town reports.

Vote: 8 Yay, 0 Nay, 0 Abstain

Motion Carried

Municipal Budget Committee: \$1,202.00

Motion: Mr. Pretorius

2nd: Mr. Dill

Discussion: Mr. Pretorius explained the increase to the budget as due to the hiring of a transcriptionist to record minutes.

Vote: 8 Yay, 0 Nay, 0 Abstain

Motion Carried

Citizen Comments

Harriet Cady addressed the committee, stating that several budgets from last year were much higher than the actual expenses paid, IT for example. Mrs. Cady asked why the budgets are increasing for next year when we haven't spent last year. Mr. Harrington responded that the expenses she is seeing are as of the date on that report, not for the full year.

Mr. Von Hassel spoke as a citizen, not as a member of the MBC, that he would like to see something done with the light bars and other equipment that the police department has in storage. Mr. Robertson said there is an auction and he can bring it up at the BOS meeting.

Motion to Adjourn: Mr. Langlois

2nd: Mr. Dill

Vote: 8 Yay, 0 Nay, 0 Abstain

Meeting Adjourned at 8:12 PM

These minutes were transcribed and respectfully submitted by Tina St. Peter, Recording
Secretary

Pending approval by the Municipal Budget Committee