

**DUBLIN BUDGET COMMITTEE**  
**Meeting Minutes**  
**January 28, 2020**

Present: Steve Baldwin, Nancy Campbell, Charlie Champagne (Chairman), Dale Gabel (Selectmen's Representative), Bill Gurney, Judy Knapp and Susie Vogel

Also Present: Sherry Miller, Allan Pinney and Beth Pinney

Meeting was called to order at 7:00 p.m. by Chairman Champagne.

Minutes from the January 14, 2020 were approved as amended.

Dale presented updates to the Budget Committee from the Board of Selectmen (BOS):

1. The Budget Committee voted, in **Financial Administration**, to reduce dog fees (01-4150.4-8980) by \$300 to \$600. The BOS agrees with that reduction.
2. BOS agrees with the Budget Committee in eliminating the **cemetery wall repair** from the operating budget. The wall repair will be a warrant article.
3. The Budget Committee voted, in **Police**, the reduction of gas (01-4210.9-635) from \$7,500 to \$6,000. The BOS has spoken with the Chief re this reduction and, while he still sticks by his estimate, he stated that he will make \$6,000 work. BOS agrees with the reduction.
4. The Budget Committee voted to remove the oiling projects (1-4312.1-810) in the **Highway** budget. The BOS agrees and will present a warrant article for that activity.
5. The Budget Committee voted the reduction of salt (01-4312.5-690) from \$16,500 to \$10,500. The BOS agrees with that reduction.
6. The BOS agrees with the vote of the Budget Committee to remove \$5,000 from the **Library** building repairs and maintenance (01-4550.1-490) line for spray foam to the basement walls where mold was remediated and will present a warrant article for that activity.
7. The warrant article on moving the Civil War Monument will be removed at the suggestion of the Dublin Historical Society. The Historical Society thought it was too expensive.
8. BOS will add the cleaning of the monument in **General Government Buildings**, misc. maintenance (01-4194.1-810) in the amount of \$1,000 (this includes the \$1 already in that line) and will seek a grant from the Sons of Union Veterans of the Civil War for \$1,000 to cover that expense. There is also \$1,000 added in Misc. in the revenue budget for this.
9. BOS decided to remove **repair of the post office steps** from the operating budget and make it a warrant article. This will both reduce the operating budget and since it will come out of Capital Reserve it will reduce the tax burden.
10. The BOS reduced the **Capital Reserve** accounts to \$207,408. That is to keep the tax rate down.
11. The BOS removed the 2 warrant articles relating to the **Recycling Fund**.
12. BOS will add a warrant article to replace the 2 rotted trailers out of the **Recycling Fund**.

13. The BOS is still trying to secure more quotes for the repair of the **Library** roof. It has been examined by Brooks Niemela and he found that there is a lot of water under the membrane and squishing and could do damage if left too long. The work will probably be done before the Town Meeting since it should be repaired as soon as possible (membrane roof and flashing around the chimney). It is estimated to cost \$18,000 to replace the membrane roof and \$20,000 for a standing seam metal roof. They are asking several companies if they feel this is the best way to proceed and if not, what would they recommend. The rest of the roof is slate. If there is any rot it will be addressed. They are also having leaks around the front door that will be investigated. This will be paid for under the **Emergency Town Building Repair** fund (there is about \$20,000 left in there). They are putting in \$6,408. If they do the repair they will add money to replenish the fund. They have not addressed whether the roof will be shoveled the next time it snows.

#### **Review of 4<sup>th</sup> Qtr Expense and Revenue Budgets:**

##### **Expense:**

**Financial Administration:** 2.85% remaining. Why was there so much left in the Deputy Salary. He had been on vacation. Do we need as much time for him if the work got done even with his reduced hours? Registry and filing fees: 5-year avg. budgeted \$850/actual \$641. Average budget has been \$850 and we have spent as much as \$766.

**Legal:** Expenses are for the Saturley and Public Service cases.

**Planning and Zoning:** planning 94% spent, zoning 59% spent on 5-year average. It can never be predicted how much they will have to do in a given year.

**General Government Buildings:** Town Hall and Post Office maintenance have a little extra for unforeseen issues. Misc. Maintenance was formerly for the Town Clock. Was mold remediation taken out last year to make it higher for the past year and some of the repairs afterward.

**Police Department:** Why are Medicare and Social Security different than from other departments? This is due to police officers not paying into social security. Only part-time officers and staff pay into social security. Telephone and electricity figures depend on when the bill is received and paid so we may have an extra month. They have adjusted the bill due the billing overage. There is an increase in the cell phone charge. Since the computer work is completed, the 2020 budget has been adjusted to reflect what was done in 2019.

**Fire:** Fire Training and Equipment have funds remaining. Need to encourage and reward volunteers.

**Highways and Streets:** It is only with the addition of the \$73,000 in encumbered funds from 2019 that they were technically able to keep within their budget. They are using more gas, possibly due to using the pickup truck for plowing. What happened to the trees that should have come down in 2019 that were put off due to funds used for storm repairs? Has Public Service been contacted re tree on Upper Jaffrey Rd. Some trees have been banded. The BOS will check with the road agent on this.

**Solid Waste:** Only over because of the loader repair (i.e., throttle cable).

Why do the life insurance figures vary from department to department? The insurance cost varies from individual to individual and rate changed and could change in July.

##### **Revenue:**

**Penalties and Interest:** The actual payments for 2018 (\$51,747) were substantially higher than the \$35,000 budgeted this year. Sherry explained that some payments due under payment plans for 2017 were actually paid in 2018 increasing the 2018 actual but that the 2019 payments (\$33,229) were more accurate.

**Current Use:** Did we not get all of current use. Some funds might have to be moved between department lines since one owner paid their property tax and current use tax at the same time and the funds were all put in the property tax line. Sherry will check to see if this happened with any other revenue, and in other accounts.

**Payment in Lieu of Taxes:** Phoenix House has yet to pay. There is a town policy that they are only charged Town and County taxes since they are not getting school services.

**State and Federal Forest Land:** We have not received payment yet. Sherry will contact.

Payment for **damaged streetlights** is in **Misc:** approx. \$9,000 of \$23,658.

#### **Review of open items in the operating budget:**

**Solid Waste:** Municipal Solid Waste and Construction Debris, solid waste tonnage has been increasing since 2017 possibly because of paper and magazines being added. Charlie moved and Bill seconded \$159,945. Passed 7-0.

**General Government Buildings:** Dale moved and Charlie seconded to reopen General Government Buildings. Passed 7-0. PO Maintenance is reduced from \$6,000 to \$1,000 since the repair of the railing and handicap ramp has been made a warrant article. Dale moved and Bill seconded the Post Office Maintenance line to \$1,000. Passed 7-0

**GGB - Misc. Maintenance:** Dale moved and Bill seconded to increase the line by \$999 to \$1,000 for cleaning of the Civil War monument. Passed 7-0.

Dale moved and Nancy seconded the **General Government Buildings** at \$26,910. Passed 7-0

**Total Operating Budget** is increased by 4.6%, \$2,093,715

#### **Review of 2020 Revenue:**

**Motor Vehicle Permits:** More than anticipated. Will be revised in September.

Sherry will increase money from **Special Revenue** for the Recycling for the purchase of the trailers and increase \$5,000 for the Post Office steps from **Capital Reserve**. **Overlay and Abatements:** should be a negative \$20,000.

Will be using Fund Balance for 3 Warrant Articles. Offsetting some of the cost of the chip sealing (\$45,000), \$5,000 for Cemetery wall repair and \$175 for sale of Cemetery lot. Using the audited 2018 figure the BOS is limiting this to \$50,175 since it takes us just above the 5% lower limit for the fund balance.

#### **Warrant Articles:**

**Article 3: Broadband Bond** -Remains the same at \$1,300,000. CCI will take care of legal and project manager costs. CCI will likely reimburse the Town \$5,000 for legal costs.

**Article 5: Chip Seal:** \$62,985, \$45,000 to come from Town's Unassigned Fund Balance. It is only for one year. Charlie moved and Bill seconded to Recommend. Passed 7-0.

**Article 6: Town Capital Reserve:** changed to \$207,408. Bill moved and Nancy seconded to Recommend. Passed 7-0.

**Article 7: Cemetery Stone Wall:** Moved by Nancy and seconded by Charlie to Recommend. Nancy and Charlie question if it is necessary and also bids were \$5,000 and \$2,500 so is \$5,000 a good figure. Vote: 1-6. Not recommended

**Article 8: Spray Foam to Library Basement Walls:** \$5,000. Moved Charlie and Bill seconded to Recommend. Vote: 5-2

**Article 10: Health and Welfare Agencies:** \$7,372. Moved by Charlie and seconded by Judy to Recommend. Vote 2-5. Not recommended.

**Article 11: Dublin Community Center:** \$7,000. Moved by Nancy and seconded by Charlie to Recommend. Vote 1-6. Not recommended.

**Article 12: Expendable Trust Funds:** \$7,400. Moved by Charlie and seconded by Bill to Recommend. Vote 7-0.

**Article 13: Cemetery Trust Fund:** \$175. Moved by Charlie and seconded by Bill to Recommend. Vote 7-0.

Two more articles will be added for the PO railing and ramp and the Solid Waste trailers.

#### **Petition Warrant Articles:**

**Article 15: Veteran's Tax Credit.** Increase would cost the town \$18,000 in addition to the \$36,000 already given for a total of \$54,000. A credit of \$500 is common for other towns. Moved by Charlie and seconded by Judy to Recommend. Vote 1-6. Not recommended.

**Article 16: Service Connected Total Disability Tax Credit.** Cost to the town is \$2,100 currently it would become \$12,000. Increase in the credit is from \$700 to \$4,000. Maximum of other towns for which Sherry got a response is \$1,200. Moved by Charlie, seconded by Bill to Recommend. Vote 0-7. Not recommended.

Next meeting will be held on Tuesday, February 4, 2020 at 7 p.m. to finalize budget and vote on any petition warrant articles.

There being no further business, the meeting was adjourned at 8:33 p.m.

Respectfully submitted,

Judith A. Knapp, Co- Secretary