



Town of Dublin
Budget Committee Meeting Minutes
Tuesday, January 22, 2019

Present: Steve Baldwin, Nancy Campbell, Charlie Champagne (Chairman), Bill Gurney, Sturdy Thomas (Selectmen's Representative) and Susie Vogel

Absent: Judy Knapp (arrived around 8:45 because of another meeting)

Also Present: Sherry Miller and Allan Pinney

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

Minutes from the January 15, 2019 were approved as amended with 1 member not voting.

The purpose of the meeting was to begin reviewing and voting on departmental budgets and any warrant articles that have not been voted on.

Discussion on Article 8-Loader for Highway Department – \$148,615 –Sturdy reported the BOS will not be putting any article on the warrant to fund any repairs to the Komatsu loader at Town Meeting. They are agents on the Heavy Highway Fund and the purpose of the fund is for repair or purchase, so the BOS will access that fund to make repairs, if the warrant article doesn't pass. Selectmen recommend; Budget Committee does not recommend.

Article 15-Capital Reserve Funds contribution – \$200,000-The BOS did discuss the Budget Committee concerns from 1/15 meeting and made some adjustments to the amounts to be put into the reserve funds. The BOS proposal is to put **\$200,000** in the funds as follows:

Heavy Highway Equipment- \$30,000

Police Cruiser – \$15,000

Fire Equipment \$0

Road Construction- \$130,000

Bridge Repair/replacement – \$15,000

Town Buildings Maintenance- \$10,000

Library Major Maintenance- \$0

Sturdy stressed that there are issues coming up in future years (such as fire engine and reel truck, Page Road bridge (2020) and more road construction. It is possible that road constructions projects could be extended out in the Capital Improvement Plan. Motion by Sturdy, seconded by Bill to recommend \$200,000. Approved 6-0.

Sherry reported that revenue figures were changed; Archives was increased by \$339.52 and Elections decreased by that amount to reflect an improper posting.

Executive: Sturdy moved and Charlie seconded a motion to approve the **Executive** budget at \$121,696. Approved 5-0-1 abstain (Nancy)

Elections: Sturdy moved and Bill seconded a motion to approve the **Election** budget at \$3,567. Approved 6-0

Financial Administration: Sturdy moved and Nancy seconded a motion to approve the **Financial Administration** budget at \$90,787. Nancy asked if this was a contract price (Yes) and whether a single audit for the federal projects had to be done (No-the Town didn't meet the threshold requirement). Phone budgets are accurate now. Approved 6-0.

Revaluation: Charlie moved and Nancy seconded a motion to approve the **Revaluation** line at \$9,900. Nancy asked how we could pay for the reval when it wasn't included on the expense side of the budget. Sturdy moved to amend the reval line to include the cost of the reval and Nancy seconded the motion to add \$39,900 to the **Revaluation** line, making that line \$49,800. Approved 6-0. Sturdy moved and Susie seconded a motion to approve the Revaluation budget at \$54,383. Approved 6-0.

Legal: Sturdy moved and Charlie seconded a motion to approve the **Legal** budget at \$30,500. Variations in legal budget actuals likely due to lawsuits. Approved 6-0.

Personnel Administration: Charlie moved and Sturdy seconded a motion to approve the **Personnel Administration** budget at \$214,571. Nancy asked why 2018 budget was about \$7,000 over (health insurance plan changes during the year). Approved 6-0.

Planning and Zoning: Charlie moved and Sturdy seconded a motion to approve the **Planning and Zoning** budget at \$7,639. Approved 6-0.

General Government Buildings: Bill moved and Nancy seconded a motion to approve the **General Government Buildings** budget at \$27,054. Nancy asked if the mold remediation would come out of the expendable trust fund (Yes and the expense would be removed from this budget) Approved 6-0.

Cemetery: Charlie moved and Sturdy seconded a motion to approve the **Cemetery** budget at \$21,943. Susie asked what is included in Contract Services (Stone repair and tree trimming) Approved 5-0-1 abstain (Nancy).

Insurance: Charlie moved and Sturdy seconded a motion to approve the **Insurance** budget at \$30,254. Approved 6-0.

Advertising & Regional Associations: Bill moved and Charlie seconded a motion to approve the **Advertising & Regional Associations** budget at \$3,361. Approved 6-0.

Other General Govt.: Charlie moved and Nancy seconded a motion to approve the **Other General Government** budget at \$45,436. Mileage expenses included court trips and website expenses were already paid. Approved 6-0.

Police: Charlie moved and Sturdy seconded a motion to approve the **Police** budget at \$357,673. Nancy questioned why the part-time officers' line had not been fully spent over the last 2 years. (Officers only cover for vacations, sick time and training hours). Steve asked how many part-time hours were for details (Detail hours are not in part-time line). Susie questioned the gas line increasing (Gas going up because of personnel changes and the extra car). Approved 6-0.

Fire: Charlie moved and Nancy seconded a motion to approve the **Fire** budget at \$227,305. Charlie asked about fire training being under budget (training was stopped due to the road emergency, there never is a full complement of personnel to train, although there is now a paramedic on the payroll who can do medical training). There has been no real interest in any other ambulance service provider because they don't want to expand and they can't find help. Approved 6-0.

Building Inspection: Charlie moved and Sturdy seconded a motion to approve the **Building Inspection** budget at \$19,914. The cell phone is the Code Enforcement Officer's, the cost of which is reimbursed by 4 towns; Hillsboro, Deering, Dublin and Greenfield. One phone is easier for the person to manage than 4 phones. The 4 towns split training costs with different towns paying for different trainings. Approved 4-2.

Emergency Management: Charlie moved and Sturdy seconded a motion to approve the **Emergency Management** budget at \$8,810. No office supplies were bought because of the road emergency. Approved 6-0.

Highway: Charlie moved and Nancy seconded a motion to approve the **Highway** budget at \$469,725. Bill asked what was included in miscellaneous (costs associated with the August storm and the auditor said to put the extra appropriation from the state for highway

project here). Nancy asked if the Overtime line included a onetime stipend for the Road Agent (This is a BOS policy based on the all 3 employees overtime hours and divided by 3). Sherry will find out if tires for the 1-ton truck were included in repairs. Approved 6-0.

Street Lighting: Charlie moved and Bill seconded a motion to approve the **Street Lighting** budget at \$10,200. Steve asked how we pay for street lighting (It is by the number of lights; Eversource replaces bulbs). Passed 6-0.

Solid Waste: Charlie moved and Bill seconded a motion to approve the **Solid Waste** budget at \$156,091. The Town is still looking for another employee. Currently there are 2 employees with Highway Department employees filling in when necessary. Approved 6-0.

Health Administration: Charlie moved and Sturdy seconded a motion to approve the **Health Administration** budget at \$42.00. Approved 6-0.

Animal Control: Sturdy moved and Bill seconded a motion to approve the **Animal Control** budget at \$0. Approved 6-0.

Welfare Administration: Charlie moved and Nancy seconded a motion to approve the **Welfare Administration** budget at \$19,641. Approved 6-0.

Parks and Recreation: Charlie moved and Nancy seconded a motion to approve the **Parks and Recreation** budget at \$2,345. Approved 6-0.

Summer Playground: Charlie moved and Sturdy seconded a motion to approve the **Summer Playground** budget at \$21,241. Approved 6-0.

Library: Charlie moved and Bill seconded a motion to approve the **Library** budget at \$91,962. Most of this increase is in the extra hours added in 2018. Approved 6-0.

Memorial Day: Charlie moved and Bill seconded a motion to approve the **Memorial Day** budget at \$1,685. Approved 6-0.

Conservation Commission: Charlie moved and Sturdy seconded a motion to approve the **Conservation Commission** budget at \$4,064. Approved 6-0.

Nancy asked why the Health Agencies warrant article had not all been spent. Sherry to check.

Revenue reviewed and it will be voted on at 1/29 meeting.

Next meeting will be held on Tuesday, January 29, 2019 at 7 p.m. to review 4th quarter expenses and revenues and to vote on the Revenue budget.

There being no further business, the meeting was adjourned at 9:00 p.m.

Respectfully submitted,

Nancy E. Campbell, Co- Secretary