

**Dublin Budget Committee
Meeting Minutes
December 3, 2019**

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

Also Present: Sherry Miller-Town Administrator, Caleb Niemela- Rec. Committee Chairman, Allan Hearn and Sterling Abram-members of CIP Committee.

Absent: Judy Knapp

Meeting was called to order at 7:00 p.m. by Chairman Champagne. Minutes from the November 19, 2019 were moved, seconded and approved as written.

Caleb Niemela presented the **Recreation Committee** budget. He explained that the committee was new and not familiar with the budgeting process. The following budget lines had changes:

Field Maintenance-\$3860-increase from \$1760 in 2019. This increase is because clay needs to be added to the infield numerous times, the infield needs to be raked, the pitcher's mound has to be set at the proper distance from home plate, the line marking tool needs to be replaced and weeds need to be taken care of. With this maintenance, other ConVal towns will be able to practice at the ballfield. Caleb explained that there are volunteers who are willing to sponsor signs and do some of the work that is needed at the field

Special Events-\$900-increase from \$220 in 2019. This would be for a Touch-a-Truck event at the Gas Engine Meet field (rental of the field \$500 and \$200 for insurance) and tree lighting (\$200). In response to a question from Nancy about using the ballfield for the event, Caleb pointed out that lots of companies want to come to the event and there is more parking at the Gas Engine Meet field. Nancy asked about the need for insurance if this was a Town sponsored event. Sherry explained that the Town would name the Gas Engine Meet as an insured on the Town's policy. This \$200 expense is not needed.

Dale presented the **Capital Improvements Plan**, focusing on the next 6 years. In addition to Dale, the committee members are: Sterling Abram, Allan Hearn and Bill Gurney. Dale explained that the goal of the committee was to keep the balance column in the black and to see what big projects might have to be moved up from 2025.

Dale gave an overview of each department's projects/equipment replacements as follows:

Highway equipment-#2 Mack truck may have to be moved up from 2025 because of the numerous repairs that are being made to it. Yearly contribution to this reserve fund would be **\$60,000**.

Bridges-Old Troy Road near Eaton property-will apply for State funds to do this project, but no funds available until 2028. **Upper Jaffrey Road**-near Oxbow Road. The culvert is fine but the

stone abutments are failing. Yearly contribution to this reserve fund would be **\$25,000**. Susie asked what qualifies a bridge for State aid, Sterling said it was the size of the area that is being drained. Discussion about whether or not State aid should be used to build bridges. Sterling pointed out that the State has to approve what town's do.

Roads-The Town has 2 more years for this loan. The next road to be re-built is **Monument Road** in 2024. A re-build is done every 25 years and chip seal is done every 5-10 years. Yearly contribution to this reserve fund would be **\$90,000**.

Fire-2 more loan payments for the tanker. The reel truck is still scheduled for replacement in 2022, but nothing yet to replace it with. Tom is looking at different ways to address the department's needs (reel truck and engine) with the limited personnel available. He has been talking about a command vehicle. Yearly contribution to this reserve fund would be **\$70,000**.

Police- Next **cruiser** 2021. Yearly contribution to this reserve fund would be **\$18,000**.

Library-Replace **membrane roof** 2021. Yearly contribution to this reserve fund would be **\$5,000**.

Town Buildings- **Highway garage break room addition** 2022. The proposed cold storage building needs to be worked into the CIP. Yearly contribution to this reserve fund needs to be increased to **\$38,000**.

Solid Waste-**Replace storage trailers and swap shop roof** 2020. Tom is looking to replace the trailers with a building. Yearly contribution to the Recycling Fund would be **\$12,000**.

Dale reported that the committee is looking to delete items in the plan that are maintenance items-they are too small to include. The BOS is proposing a warrant article to name the Selectmen as agents for the 5 Capital Reserve funds that they aren't agents on now. Discussion about whether or not this was a good idea. Sterling supported the BOS proposal. He has spent 13 years working on the CIP and is satisfied with the way the plan has been working. If the BOS are the agents for the accounts the Town would gain efficiency, be able to act quickly when needed and the town building emergency fund would be unnecessary. Allan felt that if the BOS departed from the plan then they could go to Town Meeting. Steve felt that these expenditures should be taken to Town Meeting. If a project is worthy the Town will vote for it.

Dale also reported on the following:

Health Insurance will be **\$241,317**-increase from **\$195,000** in 2019. No employee switched health plans; all stayed with their current plan because they were concerned about the deductible with the new plan offered.

Fire-Physicals-**\$8321**-This will cover all current personnel and new people.

Fire-Rescue Payroll-**\$29,500**; **Fire-Payroll**-**\$26,250**- In a survey of surrounding towns, Dublin

was on the lower end of the pay scale. These figures are not to exceed numbers because they are based on all personnel attending calls.

Charlie reported that the budget hearing will be February 12th (snow date the 13th) because the Presidential Primary is the 11th.

Next meeting will be held on Tuesday, December 10th. The agenda will include warrant articles and budgets as well as compensation and budgets that the BOS has not yet recommended.

There being no further business the meeting was adjourned at 7:58 p.m.

Respectfully submitted,

Nancy E. Campbell, Co-Secretary