



**Town of Dublin
Budget Committee Meeting Minutes
October 15, 2019**

Present: Nancy Campbell, Charlie Champagne (Chairman), Dale Gabel (Selectman's Representative), Judy Knapp and Susie Vogel

Absent: Steve Baldwin and Bill Gurney

Also present: Sherry Miller (Town Administrator), Roger Trempe (Highway Agent), Allan and Beth Pinney

Meeting called to order at 7:00 p.m. by Chairman Champagne. Minutes from the October 8, 2019 meeting were moved, seconded and approved as amended.

Dale reported that Brooks Niemela had been contacted about doing the Town Hall roof this fall. Brooks felt the roof could wait until the spring and doubted if there would be anybody available to do the roof at this time.

Roger presented the **Highway** budget for 2019:

Salary, wage or benefit lines are not included in the budget. Unless otherwise noted, lines remain the same as in the 2019 budget. Charlie asked about staffing. Roger reported that a new person would start 10/28, but another employee will be out for 8-12 weeks, still leaving the department short one worker.

Mileage: decrease from \$3,000 to \$500. Roger is not using his personal truck. The one ton and the pick-up can be used to go to training as long as there aren't more than 3 people; more than that requires the use of someone's personal vehicle.

Supplies: decrease from \$108,500 to \$72,000 (includes hot top, winter sand, gravel, stone and spray for dirt roads).

Uniforms: increase from \$3,350 to \$3800 due to personnel changes.

Oiling Projects: \$62,985 (figure based on estimate from contractor, who will do the projects) to chip seal Perry Pasture and Valley roads. The Town crew will do traffic duty.

Repairs: increase from \$20,000 to \$29,500. Repairs that were needed and planned to be done in the 2019 budget did not get done because of budget constraints. Charlie asked

about a maintenance schedule. Roger reported that oil changes etc. are done at 300 hours for the large equipment and at 3,000 miles for the pick-up (these are the manufacturer's recommended schedules). Major repairs to trucks are done by McDevitt in Manchester or State Line Trucking in Fitzwilliam. Roger is looking into having someone in Jaffrey do these repairs as it is closer. Solid Waste equipment is serviced by Tom at the Highway Garage.

Contract Services: includes street sweeping, welding, catch basin cleaning, etc.

Salt: holding off on buying salt because of the budget constraints.

Electricity: slight increase from \$1,540 to \$1,560.

Building Repairs: increase from \$1,500 to \$3,500- replacing one overhead door.

Propane: decrease from \$2,400 to \$2,278-price lower.

Diesel Fuel: decrease from \$25,000 to \$23,000-lower price.

Gasoline: increase from \$800 to \$3,500-new pick-up as well as chain saws, broom, leaf blower and chipper.

Road Signs: holding off on buying replacement signs because of budget constraints.

Care of Trees: holding off until the end of the year. It was suggested that Roger call Eversource to see if they would take down the dead oak tree on Upper Jaffrey Road so it doesn't fall on the power lines.

Misc. tools, tire chains, etc.: the grader tires planned for in the 2019 have not been bought yet due to budget constraints.

Miscellaneous: includes the encumbrance from 2019 budget for road repairs.

There could be a warrant article for the highway garage.

Reviewed the emergency road repair summary ([copy attached](#)), which does not include equipment rates.

Roger reported that the spray appears to be working well on gravel roads. Burpee Road hasn't been touched since June. The spray has also alleviated some run-off on Old Marlborough road which has required less grading. He has also tried a sample run of recycled asphalt shingles on Windmill Hill, Pierce and Old Marlborough roads. The Post Office/General Store entry should be done sometime the third week of October. The State also has to put in a culvert.

Susie asked who is responsible for cleaning the Route 101 catch basins-it is the State. She also asked who is responsible for private road signs and posts-the property owner.

Other Business: Discussion about meeting with the Capital Improvements Committee. The date was set for 12/3. The Committee has asked department heads to get better estimates for projects that are in the 6-year window. Nancy will find out for Dale who is authorized to prepare and amend the plan.

Review of the 2019 warrant articles:

Cruiser-the end of October

Police building-Exterior painting and carpet done

Town Hall Roof-2020

Highway Truck (pick-up) and Loader- bought

Highway barn sturdy-in process

Fire dept.- SCBA's nothing on grant; they need to be bought so the money doesn't go into the general fund.

Post Office heating system-significantly less than budgeted.

Library-paint and carpet done

Cemetery Tractor-bought

Dublin Advocate-last quarter left to pay

Health Agencies-Big Brother, CASA, End 68 Hours of Hunger and ½ for Home Health Care still to be paid out.

Dublin Community Center-paid

Next meeting is October 22 with Solid Waste and Town Clerk/Tax Collector. There being no further business, the meeting adjourned at 7:50 pm.

Respectfully submitted,

Nancy E. Campbell, Co-Secretary.