

**Dublin Budget Committee
Meeting Minutes
July 20, 2021**

Present: Steve Baldwin, Nancy Campbell, Bill Gurney, (Chairman), Judy Knapp, Chris Raymond (Selectmen's Representative), K Vanderbilt and Susie Vogel

Also present: Kate Fuller (Town Administrator)

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

Minutes from the May 18, 2021 meeting were moved by Judy, seconded by Susie. Motion to approve the minutes passed unanimously.

The Committee reviewed 2nd quarter Expenses and Revenues.

Bill asked Kate to review her notes to the second quarter report.

Expenses -

Phone: the broadband charges are catching up so the bills should be lower in the future.

Legal: the rebate from Consolidated for legal expenses should be in Revenues. Will be under Misc. Revenue

Elections: there is going to be a primary and special election, so that even though it is not over expended now it probably will be.

General Government Buildings: there was a major generator repair and the streetlight by the police department was damaged in a storm and was quite expensive to repair. That was not part of the street light repairs that were necessitated by the truck damage.

Highway: is over expended since we have hired two new employees. They are doing well and are being trained to be able to work at the transfer station.

Memorial Day: almost fully expended but a \$400 donation was received for the purchase of new flags.

Library Grant: received a grant in the amount of \$3,000 for reimbursement for programs run by the library. It is from the ALA. Will be placed in revenue under Other State & Grant Reimbursements and in Library expenses under a ALA Grant.

Revenue -

LUCT: Conservation Committee received half of this amount (\$135) - in July

Abatement was paid to PSNH

Highway: received income for several full burials

Discussion of where to put health reimbursement for short term disability payment. Kate will add a Revenue account- for this and other payments that could occur in the future. Expenditure is under Highway FT payroll.

Kate said that the liens are the lowest that they have been that Jeannine can remember. Dog registrations are only at 50% but the police department is assisting in making calls to delinquent dog owners.

Expenses:

Nancy questioned the Restricted Donation Rotary Park showing under expenses. Kate will enter it in a revenue account. There was a discussion on overspending warrant articles considering the opinion of DRA and NHMA that permits departments/committees to overspend the amount in a warrant article with supplemental funds raised either through donations or by transferring funds from other parts of the budget.

Elections: will be approximately \$2,000 over because of the Primary and Special Election

Personnel Administration:

Health Insurance: the new hires and retirements should balance. There is the potential to overspend with a new police officer which may impact Police retirement.

Other General Government:

Publications: Subscription to Ledger-Transcript and 2 hearing notices (public hearings on Lake Parking and SB2) the amount for the notices will be moved to Advertising.

Police: Not all the Special Details are for Dublin. Might have to increase the Special Detail line next year. This reimbursement does not impact Retirement or officers scheduled work hours in Dublin.

Fire: Most, but not all, of second quarter payroll is reflected. They also had a major generator repair

Building Inspector: He has received his computer but not sure if he has received the state code books.

Highway: PT Employees - will be close depending on if we have snow or ice before the end of the year. Is mainly for sidewalk plowing.

Equipment Repairs: significant repairs were done at the end of the winter (see May 18th minutes). There were repairs to the backhoe and reimbursement for a repair to a citizen's car window due to a stone from the tire on one of our trucks hitting their windshield.

Solid Waste: Ad for new PT employee and training 2 highway employees in Solid Waste to enable Tom to take vacation and other time off. Highway employees will receive the same pay rate that they receive when on the highway payroll.

Summer Playground: The director received reimbursement for COVID since other town employees who were unable to work were compensated.

Library: Roof started leaking after the tropical depression in the reception area (old roof area). The library trustee chair did not yet, but should be notifying Kate about this and possible repairs.

Supplies & Equipment: this is for various small expenditures.

Warrant Articles:

Chip Sealing Town Roads: just waiting for the bill

Health Agencies: waiting for them to request funds

Dublin Community Center: they have been paid

Post Office Repairs: should come in for about 1/2 the requested amount based on the submitted quote

Rotary Park - surveyor

Veterans' Plaques: on order

Swap Shop: may be done this week

Recycling Building: Andy Hungerford will be project manager for the construction of the building

Revenues:

Property Taxes: We will continue to keep the ability for people to pay online. Payments are current.

PILOT: Bills go out in November

Excavation: Received a payment in 3rd quarter.

Block Grants: No Meals and Room tax money yet.

Income from Departments: Police is high because of Special Details

Contributions and Donations: Flags for Memorial Day and Rotary Park donation will be moved to this line.

Kate reported that Conval will be giving the towns: 1.8 million has already been applied to our bill and an additional 1.4 million will go to town. This should offset the \$20,000 increase this year. The audit should be done in time for setting the tax rate. The audit found a significant error with the Trustees of Trust funds and the Trustees have corrected it..

2021-22 Budget Committee Schedule: Judy has prepared a tentative schedule and will forward to committee members.

Other Business:

State Senator Denise Riccardi will have a meeting at Town Hall, August 17 at 5 p.m., to speak about the state budget and how it affects the town.

There will be no Budget Summit this year. Kate will notify departments and committees about when and how to submit their budgets and warrant articles.

Next meeting will be Tuesday, September 14, 2021 at 7 p.m.

There being no further business, the meeting adjourned at 8:45 p.m.

Respectfully submitted,

Judith A. Knapp, Co-secretary