

DUBLIN BUDGET COMMITTEE

Meeting minutes

October 12, 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 was called to order at 7:02 p.m. by Chairman Gurney at the Dublin Public Library. The minutes of the October 5, 2021 meeting were moved by Nancy, seconded by K and approved as amended. Bill Gurney abstained.

Kate reported that estimated revenues had been submitted to the State in preparation for setting the tax rate. There were 2 extra paydays this year for employees. Kate, Police and TC/TX have purchased all of the stamps they will need this year before the price increase in August.

The town received a payment from the insurance company for short term disability that is an offset to Highway payroll. Payroll is still high because the 2 new employees had training time.

CIP stipend will be used in November when the Building Inspector checks all the town buildings. At the same time the Joint Loss Committee will be reviewing all buildings with Primex to continue our 2% reduction in the insurance premiums.

Phoenix House had sent a letter to the Town saying they would pay their PILOT, but after several letters from us, they still have not paid the PILOT for this year. Nancy asked if the Town had been notified about Phoenix House filing for bankruptcy and if we really would get paid if we did not file as a creditor. Kate said that Phoenix House said that they planned to meet all their financial obligations.

Doomage is also being charged for timber cuts that have not been paid from three different cuts by the same individual.

Discussion about the mold situation at Town Hall. Bill inquired how this would be paid for. The Town will be meeting with the Primex insurance adjuster this week. Chris said we need to get the mitigation started in order for the building to be used for the upcoming special election. Chris said that Nancy had informed that BOS that this is a repetition of 2 other mold remediations in the 2010 and 2018. He feels that action is needed to prevent this from being a continuing problem.

Review of 3rd quarter expenses as follows:

Elections: Judy said that if we were unable to hold the election at the Town Hall, she would

have to purchase pens, pencils, rulers, etc. K said not to get any new PPE since the Fire Department has received more from the state.

Financial Administration: TC/TX Dog Fees-nothing has been paid out. Should there have been expense to buy the tags? It is usually a once a year purchase and TC/TX usually orders them at the end of the year. Kate will verify.

Telephone- should not be overspent.

Revaluation: Property Maps- Will they be done this year and do they need to be done yearly if there are changes and subdivisions?

Cemetery: What are compensated projects and supplies? This is for corner markers for graves that the lot owner pays and the income comes in as Cemetery revenue. Or, if someone wanted to donate shrubs or trees that would also be a compensated project. This line will be changed to "Compensated Projects" and eliminate the word "supplies."

General Government Buildings: Post Office Maintenance-Water heater replacement.

Other General Government: Computer Expenses-Computer bought for the building inspector's use, off-site back-up fees, Office Suite upgrades and subscriptions, plus the yearly contract with Twin Bridge Services.

Office Machines Repair/Maintenance- cost of copies and toner-probably will be over budget. Individuals who make a Right to Know request can be charged for the cost of the copies but not the time spent in copying the material. Committees make lots of copies also.

Police: Cruiser Repair/Maintenance: Remove Maintenance from this line, as there is already a maintenance line.

Tim is going through another round of interviews for an officer.

Fire: No 3rd quarter payroll included in the report.

Building Maintenance-is over, mainly because of the generator repair.

Building Inspection: Inspector Equipment-building code books were purchased.

Highway: Kate created a new line in revenue for short term disability payments that had been received from the carrier. The disability insurance is paid for by the employee and the expense comes out of the payroll lines.

Road signs have all been bought and the Town should have enough salt.

Nancy was concerned that Highway might be overspent. Chris said that Roger is keeping close watch on the budget.

Welfare: Nothing major, so this budget should be okay.

Library: Drainage project is underway. All digging is by hand as requested by the Trustees.

ALA Grant. The Library also received a small NH Art Grants grant not included in the ALA grant line.

Review of warrant articles: Post Office ramp done-\$8,000; *\$7,000 under the \$15,000 budget.*
Chip Seal Project-will be encumbered because the company was unable to do the project in 2021.
Recycling Building comes out of their Recycling Special Revenue fund and does not show up in this budget.
AED's-Have just been received. The cost of the AED's was correct. The additional shipping and handling costs are coming out of another part of their budget. The AED's are already in service.
Rotary Park-Funds will be spent as well as the reimbursement for half of the survey costs.

3rd Quarter Revenue review:

Judy mentioned that ConVal should pay half of the election expenses for March and the cost of the supervisors' participation at the district deliberative session in February.
Misc. revenue-Includes a donation for the Rotary Park clean-up and another for flags.

ARPA (America Rescue Plan Act) funds-The Town will get a total of \$161,000, of which \$80,000 has been received. Cheshire County has also received fund and will distribute some of these funds to towns (\$31,000 for Dublin).

K reported that there may be more money for emergency services (Phase 4) based on loss of revenues and Covid cases-she will be attending a Webinar on October 19th to see if we qualify for any of that money.

Next meeting scheduled for October 19, 7 pm, downstairs, Library. Planning Board, Zoning Board and Cemetery budgets scheduled to be presented. Discussion about the need for this meeting because the above-mentioned budgets are basically the same as 2021.

There being no further business, the meeting adjourned at 8:27 pm.

Respectfully submitted,

Nancy E. Campbell, Co-Secretary