

**DUBLIN BUDGET COMMITTEE**  
**Meeting Minutes**  
**November 30, 2021**

Present: Steve Baldwin, Nancy Campbell, Bill Gurney (Chair), Chris Raymond (Selectmen's Representative), K Vanderbilt and Susie Vogel (via ZOOM)

Absent: Judy Knapp

Also Present: Kate Fuller – Town Administrator

Meeting called to order at 7:03 p.m. by Chairman Gurney.

Minutes from the November 16, 2021 meeting were moved by Bill, seconded by Susie and passed unanimously as written.

Kate reviewed the Revenue budget-Version #2. The form now has the total tax commitment for 2021 on the sheet, which has not usually a part of the budget. Most lines are the same as 2021, except for the following:

**Payment in Lieu of Taxes**-decrease to \$7,283. Phoenix House is up for sale and in receivership. The Town is owed money which it probably will not collect because of the PILOT agreement. The Town can't put a tax lien on the property because Phoenix is not responsible for taxes under the PILOT.

**Interest on Property Taxes**-decrease to \$2,000 from \$35,000 in 2021. Total currently owed is \$3,113, minus current and requested payment plans.

**Motor Vehicle Permits**-increase to \$325,000 from \$300,000 in 2021. This line includes decals.

**Building Permits**- increase to \$12,100 from \$10,000 in 2021. This now includes the fees for perk tests. Building permits are still trending up.

**Miscellaneous**-same as 2021-\$1,000. Kate reported that this line includes 2 reimbursements in 2021 that won't happen again.

**Shared Revenue**-\$0 at the moment, same as 2021.

**Rooms & Meals Tax**-increase to \$114,000. DRA has said we should get the Rooms and Meals revenue for 2021 by the end of the year.

**Flood Control**-decrease to \$7,867, estimate from 2021 figure.

**LEOP & Hazard Mitigation** grants are every 5 years. Lines funded at \$1.

**Library Grants**-Funded at \$1.

**Perpetual Care Trust**-increase to \$1,500 from \$500 in 2021. This line is trending up.

**Summer Playground**-Same as 2021- \$8,000. Subject to change depending on the status of the program. It is hoped that if Elliot decides to not return, someone can be found for the position to keep the program going.

**Zoning Board**-Chris reported this should be increased to \$500 for the new fee schedule.

**Sale of Cemetery Lots**- increase to \$1,500 from \$500. Same reason as Perpetual Care.

**Sale of Municipal Property-** same \$1. The cruiser will be traded in, not sold.

**Rent/Lease of Municipal Property-** increase to \$23,000-Post Office lease updated and renewed.

**Special Revenue Funds-**No transfer of money to Town; bill for the new recycling building paid directly out of the Treasurer's Recycling Special Fund account.

**Transfer from Capital Reserve Funds-** Will the funds be transferred before the end of the year-they should be. Line for 2022 will be \$181,164 for 2022 Chip Sealing and possible warrant article for funding unanticipated road repairs.

**Transfer from Trust and Agency Funds-**Nancy asked if it was wise to transfer \$3,000 from the Welfare Trusts in light of there not being a big need to 2021; Perhaps only fund at \$4,500 for Cemetery.

**Budgetary Use of Fund Balance -** \$2,550 to transfer funds to the Cemetery Perpetual Care Trust Funds.

**Total revenue 2022 \$801,845** vs 809,555 in 2021.

Nancy asked how the grant for the Library gutters would be accounted for. It will show up in the annual report as an expense and revenue. As of this date, no contract has been signed to do the project (probably in the Spring).

Chris reported that the new water filtration system has been installed and is running.

**Town Hall Maintenance** line in General Government Buildings to increase by **\$540** for yearly maintenance of the system and salt. Cost of the system was \$6,300 which was taken out of the Town Building Repair Expendable Trust Fund.

Kate reported that the annual generator maintenance contracts for the Fire Department (\$799) and the Town Hall buildings (\$802) are included in their respective departments.

She also reported there would be an additional warrant article to replenish the funds in certain expendable trusts as follows:

**Revaluation - \$6,400**

**Master Plan - \$1,000**

**Town Buildings Repairs- \$6,300**

**Total \$13,760.**

Nancy questioned why certain figures in Expense version 5 changed - Kate thought it was because the program didn't re-calculate. She will check.

Next meeting will be December 7th at Town Hall at 7pm to review CIP and meet with Library representatives again. There being no further business, the meeting adjourned at 7:45 pm.

Respectfully submitted,

Nancy E. Campbell, Co-Secretary