

## **DUBLIN BUDGET COMMITTEE**

### **Meeting minutes**

**December 7, 2021**

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

**Also Present:** Kate Fuller-Town Administrator, Rachel Lovett-Library, Sterling Abram and Rick MacMillan-CIP Committee

Meeting was called to order at 7:02 p.m. by Chairman Gurney. The minutes of the November 30, 2021 meeting were moved by Bill, seconded by Susie and approved (with one abstain) as amended.

Rachel Lovett presented the revised **Library** budget:

**Director's Salary:** increase of \$1,452 from \$41,477 to \$42,929.

**Librarian and Assistants:** increase of \$4279 from \$27,300 to \$31,579. (

**Custodian:** decrease of \$1,164 from \$7,041 to \$5,763 reflecting fewer hours.

**Mileage:** remains the same - \$100 to attend conferences.

**Telephone:** decrease \$72 from \$2,200 to \$2,028.

**Computer:** \$2,300- same as 2021 budget. This includes annual fees and replacement of the circulation computer. A new computer has just been purchased which isn't reflected in the expense budget.

**Electricity:** increase of \$500 from \$4,500 to \$5,000.

**Heating Oil:** remains the same, \$5,000. They will try to fill the tank before the end of the year since they have funds remaining for 2021.

**Library Building Maintenance and Repair:** remains the same - \$3,800. Hope to have \$1,000 left over from this year. Rachel hopes to have the carpet professionally cleaned every year, e.g., this year due to mold. In the future this will also include regular maintenance for the gutters.

**Supplies & Equipment:** increase of \$800, from \$2,200 to \$3,000. This includes book supplies (i.e., cards, book jackets).

**Postage:** \$600-postage for strategic planning survey.

**Collections:** Increase of \$800 from \$8,000 to \$8,800.

**Miscellaneous:** \$1- same as 2021 budget.

**Programs:** increase of \$400 from \$900 to \$1,300. There is more programming (the Book Buddies program has 22 DCS children).

**Professional Development-** increase of \$300 from \$1,000 to \$1,300/

**Library Grants:** \$9,600. This is for the gutters.

There will be no warrant articles.

**Total operating budget:** \$127,595.

Sterling presented the **Capital Improvement Plan (CIP)** for 2022:

The CIP Committee's recommendations for next year are:

**Heavy Highway Equipment:** \$30,000

**Bridges:** \$0

**Roads:** \$150,000 and every year in the future

**Fire:** \$30,000

**Police:** \$15,000

**Library:** \$10,000

**Town Building:** \$50,000

**Total:** \$285,000

Will need to increase to \$300,000 in the next year or two. Biggest problem is on Highways due to the renegotiation of the loan in 2018. CIP doesn't like taking loans for highway and so the request is structured with no long-term loans. It was found that contrary to our thought at the time that the loan would decrease the cost of road construction, loans would not reduce the actual cost of paving the roads. The aim is to keep that yearly amount requested as close to level as possible.

Fire will be the next major departmental increase.

There was a question as to what trust accounts the BOS are agents for. Nancy will resend this information to the BOS. Rick also requested a copy of the list.

Updates: The 2 computers originally slated to be purchased in the 2022 will be purchased in 2021 and thus reduce the 2022 TO Computer Expense line by \$2,500 to \$25,393.

Expendable Trust Funds: will be a warrant article but will still go under Expendable Trust Fund

Chip Seal - Chris will recommend it be paid from Unassigned Fund Balance. This will still give us room under DRA recommendations (3-5%). The town uses 5-8%.

Chris feels that a warrant for an Unanticipated Road Repair fund, if pursued, would be more than \$10,000.

Nancy asked why is the request by MCVP: Crisis and Prevention Center so much higher than last year. Kate will check their request. There are agencies (at least one and maybe two) that have not requested their 2021 funds.

Chris said that the BOS has allocated \$191,000 in projects from ARPA funding. Police body-camera request-4 body units and 3 car set-ups, integration the security system and a 6 year service contract) (\$62,000); Fire Department mobile radios; Fire Departments portable radios. The current FD radios that are salvageable will go to the Highway Department. The remainder of ARPA funds will go to address the air quality issues in the basement area. Only the PD body cameras are approved for purchase at this time. Some items, e.g., body cameras, FD radios need to be added to the CIP.

Next meeting will be at 7 p.m., December 14th at the Town Hall. Warrant articles will be reviewed and we will begin voting on individual budgets.

There being no further business, the meeting adjourned at 8:16 pm.

Respectfully submitted,

Judith A. Knapp, Co-Secretary