

DUBLIN BUDGET COMMITTEE

Meeting Minutes

Wednesday, January 24, 2024

Present: Bill Gurney / Chair, Judy Knapp, Sturdy Thomas, Susie Vogel, Nancy Campbell, K Vanderbilt, Carole Monroe (Selectboard Rep) via ZOOM

Also present: Susan Peters (Selectboard Member) via ZOOM

The meeting was called to order at 7:00pm by Bill Gurney, Chair

Approval of Minutes:

The minutes from the 1/16/24 meeting were approved by unanimous vote. Role call vote: Susie Vogel/yes, Nancy Campbell/yes, K Vanderbilt/yes, Judy Knapp/yes, Carole Monroe/yes, Sturdy Thomas/yes, Bill Gurney/yes

Carole then reviewed changes to the budget from the most recent Selectboard meeting:

EXECUTIVE

01-4130.1-130	Selectmen	\$9010.00 / agreed with BudCom change from last meeting
01-4130.1-141	Grant Writer	\$2000.00 / added this line that was missing last week

FINANCIAL ADMINISTRATION

01-4150.4-290	TC/TX Conventions	decreased from \$1,500 to \$1,200
01-4150.4-295	TC/TX Mileage	decreased from \$1,000 to \$850
01-4150.4-620	TC/TX Office Supplies	decreased from \$4,700 to \$4,305

BUDGET COMMITTEE

01-4150.9-810	Budget Committee	decreased from \$400 to \$300
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LEGAL

01-4153.1-810	Legal	decreased from \$40,000 to \$30,000
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PLANNING & ZONING

01-4191.1-390	PB Consultant	decreased from \$1,000 to \$500
01-4191.1-391	PB Newspaper Notifications	decreased from \$400 to \$200
01-4191.1-625	PB Postage	decreased from \$875 to \$575

GENERAL GOVERNMENT BUILDINGS

01-4194.1-220	GGB FICA	\$31
01-4194.1-225	GGB MEDICARE	\$8

Both of the above lines are correct and only apply to the CIP Stipend line 01-4194.1-111

It was suggested that the GGB CUSTODIAN MEDICARE line be renamed to just GGB MEDICARE so there is no further confusion

01-4194.1-810	GGB Church Clock	decreased from \$1,000 to \$500
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OTHER GENERAL GOVERNMENT

01-4199.1-811	ARPA GRANT	increased from \$26,431 to \$40,247
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POLICE

01-4210.1-190	PD Special Detail	decreased from \$9,000 to \$1.00
01-4210.1-610	PD Bldg & Cleaning supplies	decreased from \$350 - \$200
01-4210.9-635	PD Gasoline	decreased from \$15,552 to \$13,000 (the cost of gasoline has decreased from \$4.50/gallon)

FIRE

01-4220.2-620	FD Office Supplies	decreased from \$400 to \$350
01-4220.9-691	FD Radio Repairs	decreased from \$1,000 to \$750
01-4220.9-812	FD Fire Mutual Aid	decreased from \$150 - \$1.00

It was noted that this \$150.00 for Fire Mutual Aid is for membership dues and might have been deducted from the wrong account?

EMERGENCY MANAGEMENT

Both line for Social Security and Medicare were changed to the correct amounts:

01-4290.1-220	EM Social Security	\$620
01-4290.1-225	EM Medicare	\$145

FOREST FIRE PAYROLL

01-4290.4-110	Forest Fire Payroll	decreased from \$177 to \$150
01-4290.4-220	FF Social Security	decreased from \$11 to \$10

HIGHWAY MILEAGE

01-4312.1-290	HWY Mileage	decreased from \$100 to \$1.00
01-4312.1-912	HWY Bridge & Culvert Repair	increased from \$5,000 to \$21,385 (there is a one-time bridge aid grant for \$16,385)
01-4312.9-341	HWY Salt	decreased from \$12,000 to \$11,000
01-4312.9-411	HWY Propane	decreased from \$3,000 to \$1,500

SOLID WASTE DISPOSAL

01-4324.1-111	SW Part-time Employees	decreased from \$55,539 to \$41,000 Original calculation was at Tom K's hourly wage / he has Decided to stay on as superintendent under regular salaries with FT/benefits
01-4324.1-291	SW Uniforms	decreased from \$800 to \$700
01-4324.1-295	SW Mileage	decreased from \$1,150 to \$900

WELFARE ADMINISTRATION

01-441.2-810	WEL General Assistance	BudCom will leave at \$9,000
01-441.2-813	WEL Fuel Assistance.	Decreased from \$500 - \$1.00 (There are multiple resources in our State for fuel assist)

LIBRARY

01-4550.1-389	LIB Consultant	decreased from \$750 to \$500
01-4550.1-410	LIB Electricity	decreased from \$7,800 to \$6,500 (Specialist working on elevator / no more humidifiers / new air exchange system
01-4550.1-412	LIB Propane	increased from \$97 to \$300 (They are using their propane fireplaces)
01-4550.4-811	LIB Professional Development	decreased from \$1,000 to \$750

CONSERVATION COMMISSION

01-4611.9-816	CC Maint Conservation	decreased from \$2,300 to \$2,000
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After going through the new changes to the Expense Budget, Carole stated that this represents a 6.9% increase in our operating budget / with grants 4.6% She is hopeful that we can keep it below 5%

Sturdy then moved to open the entire Expense Budget / seconded by Judy

Vote:

Yes – 6 (Susie Vogel, K Vanderbilt, Carole Monroe, Judy Knapp, Sturdy Thomas, Bill Gurney)

Abstain: 1 (Nancy Campbell)

EXECUTIVE BUDGET

Sturdy moved / Carole seconded to accept the \$124,150 Executive Budget

Vote: 7 yes (Bill, Susie, K, Judy, Carole, Sturdy)

Abstain: 1 (Nancy)

ELECTIONS & VITAL STATISTICS

Sturdy moved / Nancy seconded to accept the \$11,932 Elections & Vital Statistics Budget

Vote: Unanimous vote (Bill, Susie, Nancy, K, Judy, Carole, Sturdy)

Abstain: None

FINANCIAL ADMINISTRATION

Sturdy moved / Judy seconded to accept the \$114,697 Financial Administration Budget

Vote: 6 Yes (Susie, Nancy, K, Carole, Sturdy, Bill)

Abstain: 1 (Judy)

REVALUATION

Sturdy moved / Nancy seconded to accept the \$27,369 Revaluation Budget

Vote: Unanimous (Susie, Nancy, K, Judy, Carole, Sturdy, Bill)

Abstain: None

LEGAL

Sturdy moved / Judy seconded to accept the \$66,073 Legal Budget

Vote: Unanimous (Susie, Nancy, K, Judy, Carole, Sturdy, Bill)

Abstain: None

PERSONNEL ADMINISTRATION

Sturdy moved / Nancy seconded to accept the \$308,365 Personnel Administration Budget

Vote: Unanimous (Susie, Nancy, K, Judy, Carole, Sturdy, Bill)

Abstain: None

PLANNING AND ZONING

Judy moved / K seconded to accept the \$8,595 Planning and Zoning Budget

Vote: Unanimous (Susie, Nancy, K, Judy, Carole, Sturdy, Bill)

Abstain: None

GENERAL GOVERNMENT BUILDING

K moved / Susie seconded to accept the \$34,597 General Government Building Budget

Vote: Unanimous (Susie, Nancy, K, Judy, Carole, Sturdy, Bill)

Abstain: None

CEMETERIES

Judy moved / Sturdy seconded to accept the \$26,248 Cemetery Budget

Vote: 6 yes (Susie, K, Judy, Carole, Sturdy, Bill)

Abstain: 1 (Nancy)

INSURANCE

Judy moved / Nancy seconded to accept the \$45,776 Insurance Budget

Vote: Unanimous (Susie, Nancy, K, Judy, Carole, Sturdy, Bill)

Abstain: None

ADVERTISING & REGIONAL ASSOCIATIONS

Nancy moved / Judy seconded to accept the \$3,364 Advertising & Regional Assoc. Budget

Vote: Unanimous (Susie, Nancy, K, Judy, Carole, Sturdy, Bill)

Abstain: None

OTHER GENERAL GOVERNMENT

Carole moved / Susie seconded to accept the \$99,059 Other General Government Budget

Vote: Unanimous (Susie, Nancy, K, Judy, Carole, Sturdy, Bill)

Abstain: None

POLICE DEPARTMENT

K moved / Sturdy seconded to accept the \$451,823 Police Budget

Vote: Unanimous (Susie, Nancy, K, Judy, Carole, Sturdy, Bill)

Abstain: None

FIRE DEPARTMENT

Judy moved / Nancy seconded to accept the \$334,489 Fire Budget

Vote: Yes (5) Susie, Nancy, Judy, Carole, Bill

Abstain: (2) K, Sturdy

BUILDING INSPECTOR

Nancy moved / Sturdy seconded to accept the \$22,145 Building Inspector Budget

Vote: Unanimous (Susie, Nancy, K, Judy, Carole, Sturdy, Bill)

Abstain: None

EMERGENCY MANAGEMENT

Susie moved / Nancy seconded to accept the \$11,851 Emergency Management Budget

Vote: Yes (6) Susie, Nancy, Judy, Carole, Sturdy, Bill

Abstain: (1) K

HIGHWAY AND STREETS

K moved / Nancy seconded to accept the \$560,261 Highways and Streets Budget

Vote: Unanimous (Susie, Nancy, K, Judy, Carole, Sturdy, Bill)

Abstain: None

STREET LIGHTING

Carole moved / Sturdy seconded to accept the \$9,000 Street Lighting Budget

Vote: Unanimous (Susie, Nancy, K, Judy, Carole, Sturdy, Bill)

Abstain: None

SOLID WASTE

Judy moved / Sturdy seconded to accept the \$194,233 Solid Waste Budget

Vote: Unanimous (Susie, Nancy, K, Judy, Carole, Sturdy, Bill)

Abstain: None

HEALTH ADMINISTRATION

K moved / Sturdy seconded to accept the \$96.00 Health Administration Budget

Vote: Unanimous (Susie, Nancy, K, Judy, Carole, Sturdy, Bill)

Abstain: None

WELFARE ADMINISTRATION

Sturdy moved / Judy seconded to accept the \$13,404 Welfare Administration Budget

Vote: Unanimous (Susie, Nancy, K, Judy, Carole, Sturdy, Bill)

Abstain: None

PARKS AND RECREATION

Sturdy moved / Carole seconded to accept the \$2,895 Parks and Recreation Budget

Vote: Unanimous (Susie, Nancy, K, Judy, Carole, Sturdy, Bill)

Abstain: None

SUMMER PLAYGROUND

Susie moved / Sturdy seconded to accept the \$22,598 Summer Playground Budget
Vote:

Yes (4) Susie, Carole, Sturdy, Bill

No (3) Nancy, K, Judy

Abstain: None

LIBRARY

Judy moved / K seconded to accept the \$139,906 Library Budget

Vote: Unanimous (Susie, Nancy, K, Judy, Carole, Sturdy, Bill)

Abstain: None

PATRIOTIC PURPOSES

Carole moved / Judy seconded to accept the \$2,000 Patriotic Purposes Budget

Vote: Unanimous (Susie, Nancy, K, Judy, Carole, Sturdy, Bill)

Abstain: None

CONSERVATION COMMISSION

Judy moved / Nancy seconded to accept the \$7,804 Conservation Commission Budget

Vote: Unanimous (Susie, Nancy, K, Judy, Carole, Sturdy, Bill)

There was discussion before the vote that the Budget Committee would like to continue to talk about invasive controls for town properties versus person properties. Sturdy will talk with Jay Schechter re: next year to prepare for that conversation.

At this point in our meeting, we have completed the review of the entire Expense Budget

REVIEW OF WARRANT ARTICLES

ARTICLE 3:

To see if the Town will vote to raise and appropriate Four Hundred and Ninety Thousand Dollars (\$490,000) to be contributed to the Town Capital Reserve Funds, previously established and to come from taxation.

Judy moved / Sturdy seconded to recommend Warrant Article 3 @ \$490,000 to be contributed to the Town Capital Reserve Funds

Vote: Unanimous (Susie, Nancy, K, Judy, Carole, Sturdy, Bill)

Abstain: None

ARTICLE 4:

To see if the Town will vote to raise and appropriate the sum of Two Hundred and Twelve Thousand Dollars (\$212,000) to chip seal Town roads, with \$112,000 to come from the Road Construction Capital Reserve and \$100,000 to come from taxation. This article is non-lapsing until completion of the work.

Judy moved / Sturdy seconded to recommend this Warrant Article 4

Vote: Unanimous (Susie, Nancy, K, Judy, Carole, Sturdy, Bill)

Abstain: None

ARTICLE 5:

To see if the Town will vote to raise and appropriate Thirteen Thousand Dollars (\$13,000) to purchase and install a Minisplit Unit including electrical work to heat and cool at the Fire Station, with said Thirteen Thousand Dollars (\$13,000) to come from taxation. This article is non-lapsing until completion of the project.

Sturdy moved / Judy seconded to recommend this Warrant Article 5

Vote:

Yes (1) Carole

No (5) Susie, Nancy, Judy, Sturdy, Bill

Abstain: (1) K

It was recommended that this Warrant Article could possibly wait until next year

ARTICLE 6:

To see if the Town will vote to raise and appropriate Seventy Thousand Dollars (\$70,000) to repair extensive water damage to the Dublin Post Office (Town owned building) basement including replacement of insulation, mold remediation, door repair and installation of sump pumps. With said Seventy Thousand Dollars (\$70,000) to come from the Town Buildings Maintenance Capital Reserve. This article is non-lapsing until completion of the project.

Judy moved / Carole seconded to recommend this Warrant Article 6

Vote: Unanimous (Susie, Nancy, K, Judy, Carole, Sturdy, Bill)

There was some discussion and also recommendation to correct the spelling errors (installation of sump pumps).

ARTICLE 7:

To see if the Town will vote to raise and appropriate Twenty Thousand Dollars (\$20,000) to repair the exterior of Town Hall including pillar repair and painting AND painting the exterior Library windows. With said Twenty Thousand Dollars (\$20,000) to come from the Town Buildings Maintenance Capital Reserve. This article is non-lapsing until completion of the project.

Judy moved / Sturdy seconded to recommend this Article 7

Vote: (Susie, Nancy, K, Judy, Carole, Sturdy, Bill

It was a unanimous vote to withdraw this motion in order to have more clarification on this Article

ARTICLE 8:

To see if the Town will vote to raise and appropriate Ten Thousand Dollars (\$10,000) to conduct a feasibility study to examine the facilities and office at the Transfer Station with said Ten Thousand Dollars (\$10,000) to come from the Recycling Special Revenue Account. This article is non-lapsing until completion of the project.

Judy moved / Sturdy seconded to recommend this Article 8

Vote:

Yes (6) Susie, Nancy, K, Judy, Carole, Sturdy

No (1) Bill

Abstain: None

ARTICLE 9:

To see if the Town will vote to raise and appropriate Seven Thousand Eight Hundred and Fifteen Dollars (\$7,815) to repair the Civil War Monument base in front of the Historical Society to come from taxation. This article is non-lapsing until completion of the project.

Susie moved / Nancy seconded to recommend this Article 9

Vote: Unanimous (Susie, Nancy, K, Judy, Carole, Sturdy, Bill)

Abstain: None

ARTICLE 10:

To see if the Town will vote to raise and appropriate Ten Thousand Dollars (\$10,000) to cut down hazardous trees at the Town Cemetery with said Ten Thousand Dollars (\$10,000) to come from taxation. This article is non-lapsing until completion of the project.

Sturdy moved / Susie seconded to recommend this Article 10

Vote: Unanimous (Susie, Nancy, K, Judy, Carole, Sturdy, Bill)

Abstain: None

ARTICLE 11:

To see if the Town will vote to raise and appropriate Four Thousand Five Hundred Dollars (\$4,500) to fund the operation and publication of the Dublin Advocate Newsletter for the period April 1, 2024 to March 31, 2025, to come from taxation

The Budget Committee decided to table this article at this time

ARTICLE 12:

To see if the Town will vote to raise and appropriate Seven Thousand Nine Hundred and Eighty Dollars (\$7,980) to be contributed to the following Agencies which provide advisory health and welfare services and whose programs have a public purpose to come from taxation:

(a) Monadnock Region Child Advocacy Center	\$350
(b) CASA	\$350
(c) Southwestern Community Services	\$1,224
(d) Monadnock Family Services	\$1,915
(e) Home Healthcare, Hospice and Community Service	\$1,690
(f) The River Center	\$500
(g) Community Volunteer Transportation Company	\$450
(h) MCVP Crisis Prevention Center	\$321
(i) Hundred Nights, Inc.	\$250
(j) End 68 Hours of Hunger	\$750
(k) Cornucopia Project	\$180

Judy moved / Nancy seconded to recommend this Article 12

Vote:

Yes (5) Susie, Nancy, Judy, Carole, Sturdy

No (2) K, Bill

ARTICLE 13:

To see if the Town will vote to raise and appropriate the sum of Seven Thousand Four Hundred (\$7,400) to be contributed to various Expendable Trust Funds, previously established, as follows:

(a) Revaluation	\$6,400
(b) Master Plan	\$1,000

Sturdy moved / Susie seconded to recommend this Article 13

Vote: Unanimous (Susie, Nancy, K, Judy, Carole, Sturdy, Bill)

Abstain: None

ARTICLE 14:

To see if the Town will vote to establish an Energy Capital Reserve Fund for the purpose of efficiency projects and upgrades on Town-owned property naming the Select Board as the agents to expend and furthermore to fund this capital reserve with Fifteen Thousand Dollars (\$15,000) to be raised by taxation.

Sturdy moved / Judy seconded to recommend this Article 14

Vote:

Yes (1) Carole

No (4) Bill, Sturdy, Susie, Judy

Abstain: (2) K, Nancy

ARTICLE 15:

At this time there is nothing written in this Article 15

ARTICLE 16:

To see if the Town will vote to establish a revolving fund pursuant to RSA 31:95-h, for the purpose of establishing a Police Special Details account, and to raise and appropriate the sum of One Dollar (\$1.00) to be deposited into the fund. All revenues received from the Police Special Details will be deposited into the fund and the money in the fund will be allowed to accumulate from year to year. These funds shall be held in a Special Revenue/Revolving account and the Town Treasurer shall have custody of all monies in the fund and shall pay out the same only upon order of the Select Board who will serve as agents to expend. Such funds may be expended only for the purpose of wages and benefits related to special details and/or police vehicles, police vehicle maintenance and police vehicle equipment replacement.

NOTE: I do not have anything written in my notes regarding this Article 16
If anyone remembers who moved it and seconded it and if we voted on it please let me know and I will add it

Next Meeting:

Our next meeting will be held on Tuesday, January 30, 2024 at 7:00pm

Other Business:

There being no other business to attend to at this time, the meeting was adjourned at 9:17pm

Respectfully submitted,
K Vanderbilt / Budget Committee Member

