

Public Notice
Budget Committee
Milton, N.H. 03851
Special Meeting Minutes
Town Budget Presentations for 2016
Tuesday November 17th 2015

Meeting was called to order at 6:03PM

Roll Call seating members: Bob Carrier, Larry Brown, Lue Snyder, Tom Mc Dougall, Maureen Steer, John Katwick, Ann Walsh (School Board Rep), Stan Nadeau (Water District), Mike Beaulieu (Selectmen Rep) excused a Quorum was present. The Pledge of Allegiance was recited

The Selectmen opened their meeting at 6:03 pm a quorum was present

Public in Attendance: Town Administrator Liz Dionne, Fire Chief Nick Marique, Pam Smith, Pat Smith(Highway, Government Buildings, Transfer Station), Clarence Nason PWD,

The Chair ask for moment of silence for the victims of the terrorist attack in Paris

3, Review the Selectmen approved budgets and the Budget Committee will submit their budget with changes for the Selectmen to review and discuss at the next meeting.

Town Administrator: The Selectmen approved this budget at their regular meeting Nov. 16th the membership and dues were set by the NHMA at \$3,909 this was the only line that was not complete.

Bob Carrier: The vehicle fuel line \$1,000 where is this being used. TA Liz Dionne this is for the town vehicle which is used to go to the bank, training, seminars and any other business that is Town related. Bob Carrier is this for all the employees? TA Liz Dionne this is not just for the Town Hall employees use only, if there's another employee in another department that wants to use the vehicle for Town business. This vehicle is used every day.

Lue Snyder: on the miscellaneous line why is this line up to \$625? TA Liz Dionne: In the backup sheet there are three bullet items that shows a breakdown 1, 5 funerals per year @\$75.00 per funeral \$375, 2, Refreshments for joint meeting when needed with State/County/multiple local officials \$150. 3, Plaques, certificates, etc. employees, board/committee members (2 plaques), \$150. Total \$625.

Lue Snyder: did you have 5 funerals last year? TA Liz Dionne: last year and this year we did not have 5 but we did have some.

Lue Snyder made a motion to take \$250 from that line second by Stan Nadeau. Discussion Larry Brown: the intent is to try to separate the two items in that line. Lue Snyder: my intent is to just look at it a little more carefully there's 5 funerals there more than likely there's not going to be 5 funerals.

Stan Nadeau: how many miles do you estimate that vehicle will be used? TA Liz Dionne: I don't know because we didn't start using it until sometime July. Stan Nadeau: At \$2.05 a gallon it comes out to 10,000 miles. TA Liz Dionne were paying \$2.66 a gallon through the DOT shed. Bob Carrier: the State buys at a fixed price and no matter if it goes up or down this is the price that were going to pay for 6 months. The cost of fuel has dropped the state will make adjustments as the price goes down but they have to recover the cost of the fuel they purchased.

The Chair called the roll John Katwick N, Stan Nadeau Y, Lue Snyder Y, Tom Mc Dougall N, Larry Brown N, Maureen Steer N, Ann Walsh N Chair N. Motion fails 6-2. The Total Budget \$274,206. An increase of \$1,020

Town Clerk: Larry Brown: we are in a peculiar situation in that a number of elections which maybe come into the mix put under the Town Clerk, Moderator and the Supervisor of the Checklist.

No Changes made. The Total Budget \$121,212 an increase \$2,627.

Treasurer: This is a new budget this year this was in the Town Clerks budget. TA Liz Dionne explained for proper budgeting Elected entities, boards and committees should have their own budgets because they have their own responsibilities. Tom McDougall: is the Town car available to the treasurer? TA Liz Dionne: the Town car is available to any Town employee or official that is covered under our insurance. The mileage/travel is high. TA Liz Dionne: without violating civil laws there's extenuating circumstances. Lue Snyder: She uses her own vehicle that only the State money that is allowed because the fuel for her vehicle. I'm sure she buys her fuel locally and not using the fuel at the State shed. TA Liz Dionne: the treasurer budget she receives mileage only and its 57.5 cents per mile that she would put in for reimbursement she uses her own vehicle her own gas. That's a current IRS rate
. No changes The Total Budget \$8,933.79 an increase of \$281.79

Supervisor of the Checklist: this is also a new budget this year this was part of the Town Clerk budget.
This budget has 4 elections. There were no changes The Total Budget \$3,714
An increase of \$2,144

Moderator: this is also a new budget this year. This was part of the Town Clerk budget. There was an error in the Spreadsheet line 140 printing should be Salary Election Officials. This budget has increased due to the number of elections next year. Lue Snyder: I don't see under the Supervisor of the Checklist the food that is purchased for the workers. TA Liz Dionne: It's in the Moderators budget line 620 under supplies \$130 for full day x 5 elections. Lue Snyder: where does the money come from the people who are working? TA Liz Dionne this in the Moderators budget line 140 there are 2 lines in there that add up to the total.
The Total Budget \$7,309 an increase of \$4,526.28

Budget Committee: Bob Carrier would like to reduce this budget. The reason being is that during the quiet mode the Committee meets once a month and the meetings last no longer than 1 hr. We currently pay \$60 per meeting. It seems to be a lot of money for that 1hr. The only time we would need a recording secretary is when the budget season starts which is October through January. We currently do not have a recording secretary and it seems difficult to find someone to fill that position. Stan Nadeau: they would earn their money when budget season starts. Ann Walsh: suggested that we pay an hourly wage instead of a stipend. Tom Mc Dougall: maybe we should raise the stipend. Bob Carrier: the other problem is scheduling some secretaries freelance and I've already cancelled 2 meetings and they might have been able to work elsewhere. Larry Brown: We need accuracy of voter's changes and a recommended budget committee budget we need a record of roll call votes.
Bob Carrier: I will let the incoming Chairman make that decision.
There was no changes. The Total budget \$1,890 an increase of \$510.

Trustee of the Trust: This a new line this year this was in the Town Administrators budget
There were no changes the same as last year The Total budget \$3,290.

Assessing: There are additional lines in this budget that is needed to do the job. There were no changes.
The Total budget \$127,371.76 a decrease of \$1,705.54

Insurance & Benefits: TA Liz Dionne: we just received the numbers Friday. The Selectmen have to look at them and approve them. Some of the insurances increased some have decreased and some stayed the same.

Government Buildings: There was no changes. The Total budget \$175,747 an increase of \$5,706.

Police Department: There were no changes. The Total budget \$904,776.69 an increase of \$37,501.79

Fire Department: Bob Carrier: I have a concern about the vehicle Maintenance line. This line is overspent by \$4,557.39
I believe this line needs to be increased. The Selectmen decreased this line. The Fire Chief was asked by the Selectmen if he had to reduce his budget which line would he reduce. The Fire Chief choose the vehicle maintenance line he was not forced to reduce this line but choose to do so. Bob Carrier: ask Fire Chief Nick Marique what engine was responsible for the increase. Fire Chief Nick Marique: the majority of it is engine 3 its 10 years old it's in the middle of its life

span. The gas tank is leaking and it will need to be repaired that will cost \$2,000. There's a lot that has happen this year and by years end this line could be up around \$20,000.

Will this will happen again who knows. Lue Snyder: There's \$41,000 taken out of this budget and it doesn't reflect that in the budget it only went down \$14,878.

Bob Carrier: made a motion to increase the vehicle maintenance line by \$1,000 second by Larry Brown: discussion Bob Carrier: the reason I'm asking for the increase there is another engine that is older than that one. Nick Marique: there are 2 others that are older. The other vehicles are 26 year and a 30 year old vehicle.

The Chair called the roll John Katwick NO, Stan Nadeau No, Lue Snyder No, Tom Mc Dougall NO, Larry Brown Yes, Maureen Steer Yes, Ann Walsh No. Motion failed 5-3 The Total budget \$410,198. A decrease of \$14,878.

Planning & Code: No Changes made The Total budget \$87,855. An increase of \$208.

Planning Board: This is a new budget this year that was in the Planning & Code. There was no increase in the budget. The Total budget \$1,250

Zoning Board of Adjustment: This is a new budget this year that was in the Planning & Code. There was no increase in The budget. The Total budget \$1,085.

Conservation Commission: This is a new budget this year that was in the Planning & Code. This years budget was \$4,672. The request was for 14,100. The Selectmen reduced it to \$6,600.

There were no changes made.

Emergency Management: There are new lines in this budget FICA and Medicare have been added. The deductions used to come out of the Fire Departments budget. No changes were made. The Total budget \$4,308.

Public Works Department: Stan Nadeau: with all the new equipment the HWY Department has we should be able to reduce the Equipment Maintenance line. Pat Smith: who was in attendance offered to reduce that line by \$10,000. Stan Nadeau made the motion to reduce the Equipment Maintenance line by \$10,000 second by Larry Brown. Discussion none The Chair called the role John Katwick Yes, Stan Nadeau Yes, Lue Snyder Yes, Tom Mc Dougall Yes, Larry Brown yes, Maureen Steer Yes, Ann Walsh Yes. Motion passed 8-0. New budget total \$626,145. Lue Snyder: the Equipment Purchase line is up \$1,200 what do you want to purchase? Pat Smith this was level funded. Tom Mc Dougall: Membership & Dues this year you have \$300 next year you have only a \$1.00 in that line. Pat Smith I'm not going to use it.

Solid Waste & Recycling: There were no changes made. The Total budget \$187,924.

Outside Appropriation: Lue Snyder the Red Cross was taken out of this budget it was put back in last year before and now it's back in the budget. This is a huge organization that raises a lot of money by sending out letters to everybody. Why do they need to put a request for money in the Towns budget? I think that if people want to give to the Red Cross it should be private money. There are other organizations out there that help out the Town and their not asking for money from the Town. Snyder made a motion to take the Red Cross out of the budget second by Larry Brown discussion Stan Nadeau: I can't support you on this if there's a disaster in Town the Red Cross will be here. Lue Snyder: There are other organization that would also be here like the Salvation Army. The Chair called the roll John Katwick No, Stan Nadeau No, Lue Snyder Yes, Tom McDougall No, Larry Brown Yes, Maureen Steer No, Ann Walsh No. Motion failed 6-2 The Total budget \$18,287.

Welfare Department: There was no change made. The Total budget \$122,150 a decrease of \$6,634.

Recreation Department: Lue Snyder: The Part Time line I would like to reduce that line from 20hrs. to 15hrs. I feel this is a want and not an absolute need. Lue Snyder made a motion to reduce the Part Time line by 5 hrs. Second by Stan Nadeau discussion Stan Nadeau feels Karen Brown should be here to explain the need for the 5 hrs. Larry Brown: We need to put a monetary value on this motion. TA Liz Dionne you can't just cut 5 hrs. this affects the merit raise and the COLA we need to know the dollar amount. Stan Nadeau rescinded his second and Lue Snyder rescinded her motion.

Milton Free Public Library: There were no changes made. The Total budget 55,299 an increase of \$2,552

Milton Economic Development: This is new budget Larry Brown: on the economic development how do the services of the PT Planner fit into the development how are the services of the part time planner fit into the development committee is he assign a number of hours percentage. Tom Gray: he doesn't get paid. He attends every meeting he basically runs the meetings. Larry Brown: how do we assign a work product? Tom Gray: I don't know. Larry Brown: do you have one at all? Tom Gray: we get monthly reports on the work progress of what he has done. There were no changes made The Total budget \$3,500.

Dept Service: This is a new budget this shows what the Town has for Debt. There were no changes made
The Total budget \$159,038.19

Wastewater Department: There were no changes made The Total budget \$84,072 an increase of \$1,242

Debt Service Valuation: Stan Nadeau: ask the TA Liz Dionne about the debt limit. TA Liz Dionne we have \$ 159,000 debt. Stan Nadeau: that's for one year payment the debt is the total lump sum of the total package. TA Liz Dionne: I don't know. Stan Nadeau: where are we percentage wise our debt service to valuation. We know 3% is the RSA DRA sent to the Assessing Dept. a letter stating = 2014 Total Equalized Valuation \$ 359,814,424. RSA 71-B: 5 II. The question is what is our dept to evaluation. The Town Administrator get an answer.

Review School Reports: There's a public hearing on SAU #64 budget for FY 17 Thursday November 19 that 6:00pm at the High School Community Room.

Approval of Minutes of October 26th 2015: Stan Nadeau page 1 4th paragraph 5 lines down change got to Receive on page 4 2nd paragraph 3rd line change there to our same page 5th line add one between this is one of the reason. Larry Brown: several changes mostly grammar and spelling too numerous to mention.

Larry Brown made a motion to approve the minutes with changes. Second by Stan Nadeau. Motion passed 8-0.

Members Comment: Ann Walsh: When will we get the insurance & benefits budget? TA Liz Dionne the Selectmen will be meeting December 7th and as soon as the Selectmen approve this budget I will send it to Bob.

Stan Nadeau: I've spoken about social security about not getting a COLA. I heard this week that the veterans will not be getting a COLA. There's going to be more people that will not get an increase in their paycheck. There seems to be a pattern of what's happening.

Bob Carrier: We have good Town employees here. They do more than what than what is required of them. If you look at what they have done to their budgets, some of them have been able to reduce their budgets and there always looking for ways to improve their services in their departments. You have to appreciate that. That's what the merits raise is for. It gives them an incentive to do more. If the employees didn't do their job they would be here. Those employees who are elected, if they were not doing their job they would not be re-elected.

John Katwick: I agree 100%. If you attended the Board of Selectmen's meeting November 2 there was an update on the 2014 audit. The words they used was the Town leaders of this Town incredible job great work. They were comparing us with other Towns and scored us highest of most all of them and that is outstanding for the Town of Milton. I want to just bring to everybody attention I'm heading into this almost a year being a new Budget Committee member And I was really concern as you all know I ask a question how can I measure myself at the end of the year and the final word was from some of the members here that from year to year budget shouldn't vary more than 2%, I've learned something tonight that's for sure. We're looking at a total of 4.8 % we just reviewed.

Larry Brown: I just wanted to thank Stan Nadeau. I really appreciate the way you chip away at the numbers. I wish you would pour a little seed on the sand paper before you start. The \$10,000 that we took off the maintenance line from the Highway Dept. represents a \$10,000 discount price on the John Deere. I love what I call fill in the blank math. I took the health insurance and I said \$120 a year for health ins. from January 1st to

December 31st \$10 a month \$120 a year. If July 1st next year doubles this is fake numbers to \$240 that's \$20 a month 6 months at \$20 a month 6 times 2 is \$120, so for the year it's going to cost \$180. You divide 120 by 60 the number of months it's gone up you get an increase of 50% for the entire year. You can plug that template into any number that the Town has and that will tell you what the 6 months increase is going to do.

Public Comments: Fire Chief Nick Marique the Status of the CIP essentially without trying to rush it the document will not be ready for this year. We don't feel it would be appropriate to put forward until it's complete. The Planning Board still has to review it and the Selectmen has to review it and with everything else going on at this point. Where going to hold off a year. We want to make sure it's done correctly this time. Our plan to move forward with warrant articles like we did last year with reduce amounts with a few set goals which were working on.

Next Meeting: Monday the 23rd 2015 Maureen Steer ask why we're meeting on a Monday. Bob Carrier: the Town Forest is Meeting that night Tuesday 24th. Stan Nadeau: we should have priority over any committee. Our meetings need to be recorded. Bob Carrier will talk to the Town Administrator about having the Town Forest meet downstairs and as soon as he gets confirmation he will send an e-mail to the committee.

New Business: Bob Carrier request for information from the Water District Commissioner Receipts and Disbursements for Receipts for the last 2 years. Stan Nadeau Commissioner we have a meeting next Tuesday were going to have an early meeting and were going to go through all that were going to talk to Granite something that assist water districts and set rates and Etc. and were going to go through the budget, revenue and everything your welcome to come to the meeting. Bob Carrier: what we want is the past 2 years. Stan Nadeau: you're going to have that. Bob Carrier: I was on the Town web site and I looked at the water district and the April meeting minutes are the last one listed for this year. Stan Nadeau the Town Clerk should have the all the minutes to date. Bob Carrier: wants a printout for the committee. Stan Nadeau you're going to get that when we present our budget anyway. You're welcome to come to the meeting it will be held at new office at 4:00pm. He needs a history to set the rates. Bob Carrier: The reason is there's an increase of 15% in the water rates that affects the Town budget. The answer that Stan gave at the October 26th meeting was not a sufficient answer.

Adjourn: Larry Brown made a motion to adjourn second by Maureen Steer Motion passed 8-0. At 7:46pm

Submitted by Bob Carrier

Approved date: _____

These are draft minutes until they approved.