

Town of Milton
Joint Board of Selectman and Budget Committee meeting
Milton Town Hall
Tuesday November 12th, 2019 6:00 PM
Budget Workshop

Call to Order: Chairman of the Board of Selectman Ryan Thibeault called the meeting to order at 6:00 P.M. Chairman Ryan Thibeault, Andy Rawson were present absent Erin Hutchings. Quorum was present.

Chairman of the Budget Committee Tom McDougall called the meeting to order at 6:00 P.M.
Members present: Bob Carrier, Larry Brown, Humphrey Williams, Tammy Smith, Dennis Woods.
Absent: Peg Hurd, Justin Bellen Quorum was present.

Town Administrator Ernie Cartier-Creveling, Assistant Town Administrator Danielle Marique

Department Heads: present Michelle Beauchamp {Town Clerk}, Chief Richard Krauss (Police), Chief Nick Marique (Fire), Pat Smith (Hwy. Dept, Gov't Build, Solid Waste), Betsy Baker (Library) Karen Brown (Recreation).

Procedure: It was agreed by both Boards that the TA would just show each Dept. Heads budgets only on The power point presentation and ask questions as they go through each budget.

Remarks: by BC Chairman Mr. McDougall People had concerns about the meeting the Budget Committee had November 2nd because of the votes that were taken that was the BC looking at the budget and you can treat that number as a theoretical minimum. It's not the number we propose.
Mr. Williams: I would like to add I just got the new data and I started putting in your numbers and I want to make sure we got it right because it makes it easier to calculate what we were working with and because we didn't have those changed numbers before we started the meeting Saturday.

Town Administrator: Mr. Cartier-Creveling
; The BOS proposed budget is \$50,800 increase over the 2019 budget
Which is the default budget.

The budget is down 1% because we took out \$ 3,800 New Hampshire Municipal Association. The Selectman decided to make that a warrant article.

The TA Salary contract line is up 3%, he also has a phone stipend on my personal phone for Town business.

Contract services is up \$15,000 this due we are going back to contracting payroll the reason there were issues in that area we were fined by the IRS \$50,000 for not recording payroll taxes correctly and that went back four years. It has been straightened out; we also have been fined for late payments to the N.H. retirement system. We have a company out there for \$11,000 a year depending on how many checks are written. This eliminated the full-time bookkeeper we're using Stone Wall municipal solutions same contract as last year 3% increase her hourly rate is \$57.00. There are other contractors that are in this line.

Prof services and street lighting were based on what was spent. We looked at other lines to see if there were other trends and adjusted those lines to reflect actual spending.

He through the rest of the budget.

He talked about the Strafford Regional Planning the MS-4 is a Federal mandate a new permit was issued last year, and we must regulate the outflows we have to do some do some testing. They're going to give us \$1,400 to get caught up. He talked about other services they provide and hopefully the community sees the value of regional planning.

Mr. Williams: Questioned what the projection for the extra \$5,000 in legal services is for oppose to what it has been. The average has been under \$30,000. Mr. Cartier-Creveling it's the cost of doing business example tax dedeed property you can log it against the property when you sold it, we didn't gross budget for those they have been put aside into an account. There's also litigations that are still pending. There's money coming in from the State \$74,099

unanticipated revenue we may be able to use some of this money to cover those costs. Mr. Thibeault: If you go back, we used to be on a retainer and that has changed in the last couple of years and there's several reasons for that.

Mr. McDougall: what does the committee want to do with this budget approve it or make modifications.

Mr. Williams: I made some adjustments because these are the ones, I asked you to send out and we haven't had a chance to look at it. We need to go over that before we finalize this budget.

There was further discussion by the BOS, Dept Heads and BC present on how much more information is needed by some of the members before the Committee decides it will vote on the budgets.

Mr. McDougall: are there any other questions from the Committee.

Mr. Williams: Equipment purchase line We are at 45% we have an average budget of \$1,800 spent \$818 but the default budget last year is \$2,300 and spent was \$0.00

Mr. Cartier-Creveling: I believe people tend not to spend money I don't know why; we have 8 or 10 computers that are all at the end of their life cycle in December. They must be replaced. The alarm system has not been repaired and there are other things that need to be repaired or replaced. I think the reason that we budgeted some of those things is they were not routine over the years. They have not spent the money they needed to in the last few years.

Mr. Williams: If your going to replace 10 computers, \$2,300 doesn't do it either. Mr. Cartier-Creveling: I said that was a capital expense I have a plan for that.

Mr. Williams: Capital expense would not be part of the \$2,300. Mr. Cartier-Creveling: The \$2,300 would be for monitors, keyboards etc. Mr. Cartier-Creveling: We're not going to spend money in the capital reserve fund for those items.

Mr. Woods: With that in mind is there a plan did you arrive at that number is there some type of a plan you have in mind? Mr. Cartier-Creveling: that is not a capital reserve that is an estimate. I don't know what it's going to take.

If I have one monitor that needs to be replaced or I need a calculator I'm not going to take the money out of the CRF just for that, I will use the Equipment Purchase line in the operating budget.

In this case we have a lot of computers that will need to be replaced at the end of December that's something I don't want to take out of the CRF. I'm hoping to use some of the \$74,000 unanticipated revenue.

Mr. Williams: Instead of having Dept. Heads have individual line items put them all together. I separated the Police, Fire and HYW equipment lines because your equipment is different than most of the stuff in their operating budget. Your spending 27% of what's budgeted all the time. If it was combined, you probably would be able to put a number in there that might cover what could be done anywhere from Recreation to what's going on in the Town and it saves the taxpayers because \$9,000 is not spent on average. This is the type of things we should do with other items in the budget like phones. I'm looking at the big items that we spend 30 to 25% of the budget for years. What we we're working on that Saturday and when I put this spreadsheet together, this was not going to cover everything, this was just a starting point based on what it has been historically. Now let's get some answers so we can find out what to adjust when I see that we're increasing the budget when we haven't spent the money in the first place.

Mr. McDougall: you said we haven't spent \$9,000. Mr. Williams: You ask me what it cost on the Tech stuff equipment maintenance. I did this based on all the dept. If I look at just the Police. Fire, HWY and sewer there's almost \$ 76,000 budgeted on average, we spend on average \$80,000 we're not budgeting enough and there covering overages up with salary money.

I'm looking at the Town that has a \$10,000 average budget and spending less than \$3,000 every year.

Mr. McDougall: Would it be possible to have one line in the TA Budget with \$8,000 in it that would cover the Town to purchase monitors, keyboard, printers and any other Tech equipment that way the Dept Heads would not would not have to budget for it and any Dept Head that needs a printer or monitor they can get the money from that line.

Mr. Cartier-Creveling: We would have to add more money the outline would be there with the cost of the web site, the different software on a spreadsheet for everyone can see. It can be done but not this year.

Mr. Rawson: The Dept. Heads were being frugal trying to save money and it has caught up to us unfortunately because they weren't spending the money and they probably should have been now we're at the point every computer in this building is going to be obsolete at the end of the year. Unfortunately, we have gone through some Administrators and that's an issue. We haven't spent the money being frugal and we have junk computers in here and now we're not going to have any money because you want to cut it.

Mr. Williams: So is that what the \$2300 is for and what about the \$5000 for the phones? Mr. Thibeault: it is used to keep the Town Hall operating we can't predict what is going to break down we must put a reasonable number in case something breaks.

Pat Smith: In the past the Selectman froze our budgets for several months for whatever projected event that might be coming but when the end of the year came if we were able to somehow get out of it without a large cost and there was money in lines were sitting there because the Selectman froze the budget.

One year my budget got cut in public works for snow removal and snowplowing because I was not spending the money. I ended up spending 30% of my budget by the end of March and the Selectman froze everybody's budget in Town after the winter until the fall because we were not sure that we would make it with Public Works to plow the last couple of months of the year so we held everything back. My point is I don't know how far back you went to look and some of those instances that your looking at could have been frozen budgets and that's why those numbers are there.

Mr. Williams: The data that was sent to us was from 2015 through 2018 and what we had for the expenditures through September. All I did was to calculate what it looks like what we were going spend by the end of the year so I used that number to come up with averages.

Mr. Woods: This goes back to what Ryan said you may not have been able to do the kind of things you wanted to do because of the freeze that you had planned on spending that money. We're looking at the numbers trying to make sense of it and suggest what we think in some area's things should be done.

Mr. Brown: Equipment Purchases peripherals keyboards, monitors having in place a list of replacements and their costs which seems very difficult to do for the Administrator. I put a list together Miss. Dione a statement on what the Selectman do on purchases, the Selectman use state contracts and on all commodity purchases.

Mr. Williams: I'm not questioning how they do business this is about money and if we can make some improvements on budgets, if we continue doing budgets this way, we will continue to be on default budgets.

Town Clerk/Tax Collector

The Selectman have removed the Full-Time position and 1 floater that I requested and I'm back to the 3 Part-Time position. Mr. McDougall: will the Full-Time position be a warrant article?

Ms. Beauchamp No, The Selectman are going to support only the Full-Time SRO Officer position.

The Salary Elected Line In the back of your paperwork the survey that we did this includes a step increase that probably should have happened 2 years ago. The training line has increased I haven't been able to send my Deputy to any of the training classes I budget for.

I have increased my mileage line. The Legal Notices the reason I went from \$150 to \$300 this is what it cost me 2 years in a row for every turnover I've had.

Comment:

I watched the first 3 hrs. of your meeting I know you didn't mean it this way I can't speak for all the Dept. Heads we try to give back whatever we can at the end of the year some of us are taxpayers in this Town.

We don't budget more than what we need, we just know we can go without sometimes and we do our best.

Mr. Williams: You only spent 12.8% of your equipment line on average that's a lot of overbudget.

Ms. Beauchamp: I'm all for putting it somewhere but I know if I need it, I can go and get it, if I don't have to budget for it, I'd be thrilled all I need to know I can go there in an emergency.

Mr. Williams: I have a suggestion, but it can't happen this year. I know it doesn't look good setting your own Salaries. It would appear to be a conflict of interest. I suggest that the salaries for the Dept. Heads are all under the Town Administrator or a separate area so that it's set as according to merit of what's been done opposed to everyone setting their own. It doesn't look right when you see an increase in salaries. If it's in a separate area, it's easier to justify whether it's the Administrator or the BOS your justifying it.

Mr. Rawson: They are elected officials. Mr. Williams: not all of them are. It's where you put them in the budget it's still the same position. The Dept. Heads could be under a separate category in here with their salaries in which case it doesn't appear to become a conflict.

Mr. Cartier-Creveling: Elected Officials and those Dept. Heads that are not elected it doesn't mean they set their own rates in this budget it may look like it but that's where it belongs we based it on some of the surveys that we got which was provided in that last packet I guess you haven't had time to look at it.

You put money somewhere and call it raises or something like that but there are specific lines for those. I can't say it can't be done I'm not sure that will go against the transparency that you're also trying to achieve.

Mr. Williams: I think it's very transparent.

Mr. Thibeault: There's another way to approach this situation approve a step plan by the voter's which would include all Town employees so that it's not even anybody setting salaries.

Mr. Brown: Humphrey's suggestion is useful in terms of next year. The money can go into a group item and the Town Administrator can develop that. What I'm concern about is the retention of staff in absolute misery dealing with a default budget and if things do not move over a default budget and if people can't get across the good will but not nickel and dime that should be a dollar purchase than 2021 is going to be disastrous.

Mr. McDougall: The Prof. Service you reduced it by a very specific \$31.

Ms. Beauchamp: because that's what it's going to cost.

Treasurer: No Questions

Supervisor of the Checklist:

Mr. Williams: Historically you haven't spent much. Ms. Brown: This will change this year will be different and in 2021 is going to be way different when we have to purge the list. We send out mailings to get people to answer back especially after a presidential election it's going to be a lot of work

Mr. McDougall: Do you charge for mileage? Ms. Brown: I do a lot of volunteering for people.

Mr. Williams: This where inconsistency comes in to where we are not charging.

Mr. McDougall: This gives a false impression on how much it cost to run this budget. This doesn't give a true accounting of running your budget.

Ms. Brown: If I don't go to a training, I don't put in for it but I will be going to training.

Mr. Williams: You spent only 17% of your budget so far. You don't seem to be spending money on salaries.

Ms. Brown: I was, we're not done yet.

Mr. Woods: The projection shows that it looks like you're going to 38% of your salary.

Ms. Brown: I have not submitted everything yet, I Supervisors stipend I have maintenance that happen in my explanation I had 10 pages of duplicate voters there was a lot of hours that went into that and has not been accounted for yet. I submit 2 or 3 times a year for everything.

Mr. Williams: If we knew when you file your report in December, we wouldn't have to question this.

Mr. McDougall: You spread your computer expenses maintenance in 3 different budgets.

Ms. Brown: Yes, my computer will need to be replaced. Mr. McDougall: next year we would like to consider taking the computers and technology stuff out and put it somewhere else by doing this we can take out the just in case lines from the budgets.

Ms. Brown: What if I need a new computer and there's no money in the line you want to create the money, I have in those lines money that is allotted to me.

Mr. Brown: The TA when he worked for Raymond, he had a way of decompartmentalizing those cost and Tom has a just in case line across Dept. Purchase to agree so when January 21 comes there's money to operate the Town and it's not a default destruction.

Moderator: No Questions

Budget Committee: No Questions

Trustee of the Trust Fund:

Ms. Brown: This is the same budget we submit every year. This year we have a training line they are making us pay to keep up with the law.

The Salary line 1 Trustee gets paid the other 2 are volunteers.

Mr. Brown: how does the investment advisor gets paid? Ms. Brown: They get paid out of the investment. (Baron Point).

Assessing:

Mr. Williams: The questions is \$40,000 the other lines there's hardly any money being spent On the assessment she spent 67% on avg. by calculating everything out it came out to \$3,000 difference from what you had.

Government Buildings:

Mr. Williams: What stands out is the water. Mr. Smith: I dropped that to \$2,750. 2 years ago, the water rate went up 15% and I watched it for 2 years and we were not spending that much so I reduced it. I had questions on the cemetery line for \$5,000 they took that out of the Building maintenance line and created a line and it didn't work, so I eliminated that line and moved the \$5,000 back into the building maintenance line when I do cemetery maintenance it will come out of that line. Mr. Williams: The Equipment Purchase went down a lot. Mr. Smith: I reduced that line because I purchased a lawn mower that I needed.

Cemetery:

Mr. Williams: The money from burials does that cover the \$10,000 or the maintenance that is spent? Mr. Smith: I can't answer that I just do perpetual care that's small cemeteries out in the woods. I believe the cemetery budget is for the Milton Mills.

Police Department:

Chief Krauss: I'm reducing my electric line by \$500 back \$7,200 this is our full year with LED lighting.

Fire Department:

Mr. Williams: You need to increase the money where necessary your proposal is \$442,900 and it should be \$454,000 according to projections. So you are short in some areas. Your covering these lines with money from elsewhere but you're just getting by on some of the lines. With all of this stuff is it easily manageable? Chief Marique: I'll get by this year but I can't tell what will happen next year.

Mr. Williams: Your Vehicle Maintenance line is underfunded. Chief Marique: We spend about \$22,000.

Mr. Williams: You're averaging 120% something just trying to get by. You're asking \$1,605 for Equipment Purchases were projects out you will need \$1,705 your spending your spending around \$1,200 on Equipment Maintenance and it says you should be spending \$17,000 based on what you have done patching things together.

Chief Marique: Every time I think I should increase it, it's a 1-time big expenditures that may never happen again but every year it continues to happen, we have new vehicles so now we should be ok.

Mr. Williams: Your using your salary money to cover things while you're not hiring anyone. When you hire what you need you won't be able to use that salary line.

Chief Marique: This year I reduced \$100 on every line that I could to keep the budget flat but I increased the lines that I needed to by \$100.

Mr. Williams: I know you have equipment you need to replace you haven't accounted for. If everything works out and once the adjustments are made you were talking about, you're going to come in at last year's budget. But what if that's not the case and it (the equipment) might not pass. You can't survive unless you ask for what you need.

Chief Marique: I can't survive moving forward without this fire station we would not be in same the position we are in. Certain Dept. are tapped for their budgets, so to protect the larger assets I kept a low profile on the budget. The budget being level funded is a very political move not the right numbers to operate the Dept. The way that's trending with call back staff or volunteers but it's the number that I have anyway cause whether we have a budget that's being proposed by the Selectman or the default it is what it is. It's the number we have to work with it doesn't mean it's right. We need \$ 150,000 more and that's just to be where we are today.

Mr. Brown: given the decline in the number available working in the community and decline in volunteering is the station and the equipment has a major draw for the continuation of volunteers in the department?

Chief Marique: Those who want to volunteer that's what's keeping them.

Mr. Brown: Would the fire station and equipment be a prudent draw for the move to regionalization and paid fire fighters.

Chief Marique: I have been working on that but I'm only one person. I've been able to get by and cover these costs that you can see trending by using the revolving fund. If you take the ambulance revolving fund money we're spending this year and add that to the budget we're \$650,000 for the cost to run the Dept. I would have to add

\$130,000 in staffing to have 2 people working around the clock per diem that's my priority. If I call for an ambulance, I would expect them to be there within 7 or 8 minutes and not 15 minutes that amount of money is worth \$150,000. In taxes but you're not going to convince people that we should be adding money to the budget because you can see what we're discussing.

Mr. Woods: Has this ever been on a warrant article? Chief Marique: We couldn't do it in the past we didn't have the facilities to house them.

Mr. Brown: I remember a figure of \$60 for an overnight EMT how dated is that? Chief Marique: If they stay at the station it's \$100 and \$60 if they stay home and that was because the \$26,000 there was a trend to increase the stipend was not fully expended a couple years ago that means because it was not fully expended there was nobody covering the ambulance nobody was signed up to spend that money to overturn that trend I started offering people \$10 an hr. If they stay at the station which is why in the last 2 years it spiked up \$45,000 a year.

Chief Krauss: The Budget Committee needs to be aware the sale of Frisbie Hospital. If that goes through the way I'm expecting it to go through. The sale and the paper work has gone through, that ambulance service is going away. Frisbie is not saying it's going away but, if you look it's for-profit company that bought Frisbie. One of their facilities has an ambulance service. If that ambulance service goes away Myself as a taxpayer of the city of Rochester, we either get to absorb Frisbie and put it in our fire Dept. which is then going to increase the mutual aid that's coming here from Frisbie every time we need a paramedic that's going to impact this Town just as much as the city of Rochester. When you look at his budget you need to explain to the residents why his budget is going to go up in the next couple of years.

Chief Marique: On top of the staffing when you go to the hospital and use an oxygen mask use Iv supplies there's a list of commodities that we replace the one for one from the hospital. We spent \$10,000 on EMS supplies we don't currently get from the hospital but there's probably another \$8,000 to \$10,000 supplies where for profit hospital may not be giving municipalities bringing patients in because we're billing the patients for that item that will be another hit that we will see in a year or so.

Mr. Williams: Nick's budget is underfunded he's keeping his budget level funded by using the Part-Time salary line and the revolving fund which is not sustainable.

Planning & Code:

Mr. Williams why the increase in the Miscellaneous line (\$1,250) we only spent on avg. of \$3.00. It's projected they will spend no money this year. Answer: This is to purchase new code books.

Planning Board: No Questions

Zoning Board of Adjustments: They have created an escrow account for the postage line which has been Overspent many times. When individual or developers ask for variances the abutters need to be notified and the Town would pay the postage and then the individual or developers would reimburse the Town in the general fund by creating that account they were able to reduce their budget.

Conservation Commission:

Mr. Williams: their asking for \$500 for printing they average \$30 to \$35 a year.

Mr. Rawson: They do their printing here they don't get charged.

Mr. Williams: This is like equipment where printing falls under something that stops that.

There were more discussions on this topic but certain parts that were not audible.

Mr. McDougall: There are years where they spend very little and there are years, they spend nearly everything.

Mr. Rawson: It depends on what's going on year to year. They are very frugal.

Emergency Management:

Chief Marique: Your average on the salary will be off because one-year half the salary was charged in a phantom spot but this is the salary for the Director and the Fica and Medicare match that line. The Electric line was added 2 years ago. We started with \$1,000 because I didn't have enough information on what the cost would be and I didn't have enough data to change that this year but to date we spent \$840.

Mr. Williams: It is projected to \$874. Chief Marique: I didn't change it because there's no room for error.

Highway Department:

Mr. Smith: There were questions by the Budget Committee about Salaries.

The Selectman gave raises to the hourly Employees. The Full Time Salary line the increase was \$37,004 and what I did was the new step plan that the BOS adopted I gave those who were not on top of their rate the next step with 1.7% COLA if you add up the amount of raises that was done and the raises for the step plan The wage breakdown for 2020 The Full Time line 1.7% COLA was \$2,343.16 and the Step increase was \$3,551.20 that was for Full Time: Employees. The Part Time Employees was \$275.40 for COLA and \$499.20 and then my step was \$4,624.80 and COLA was \$1,205.80 total that with the raises that gives you that increase that you're looking at in the HWY budget for 2020.

The Part Time line I added for 6 months 5 Hrs. the step increases and the COLA are calculated for half a year starting in July.

Mr. Williams: How many FT employees do you have now? Mr. Smith: 5 not counting me 1 PT and I have an open position in HWY. and also that number reflects that vacant position in 2020 with the adjusted step.

Mr. Williams: that should be FT 6 and not 5. Mr. Woods: that position is in the budget for the full 12 months and do you expect to hire this person by January. Mr. Smith: Yes, and I don't think I will be hiring anyone by January.

Mr. Woods: What is the projection? Mr. Smith: I predict that we will be on the default budget so I'm going to hold off hiring.

Mr. Williams: Contract Services you have a \$9,000 increase you have been averaging \$11,000 this year.

Mr. Smith: There was an added item in that line this year it was line stripping \$6,300 and also the cost of street sweeping went up \$4,800.

Chief Krauss: Some of those items are going to be part of the MS-4. Mr. Smith: Some of the contract services not the new stuff but some of the stuff I have in there. What the Chief is talking about the line I hold back out of contract services a lot for the last 2 months of winter is usually the catch basins cleaning I don't do because I can get away with not doing it but I can't get away with it anymore under MS-4 I'm going to have to inspect my basins twice a year in wet season if I have 50% material in there I have to clean it this \$3,820 is based on 50 basins which I have more than 50 in Town, I try to do some each year if I could and that is \$75.00 a basin. I don't know what the cost will be next year it could depend on getting rid of that stuff because it would be considered hazardous waste when it's removed like sand It looks like we may have to find places that will take it for a fee I have no idea what that will cost, so it's not in the budget.

Mr. McDougall: Who does the maintenance on the recreation tractor? Mr. Smith: We do just the maintenance changing fluids.

Mr. McDougall: You decreased your Operating supplies by \$5,000. Mr. Smith: The price of salt went down but that line will fluctuate with the price of salt.

Mr. Williams: question on your diesel fuel that kind of skewed things as of September you were at 50%.

Mr. Smith: I had only 25% of my trucks on the road and I didn't have anybody to drive them.

Solid Waste:

Mr. Smith: The wages are the same as HWY. The disposal has increased 3%.

Mr. Williams: You decreased your supplies but you have been spending more than what you were budgeted for.

Mr. Smith: I use the revolving account a lot to offset some of that stuff. Everywhere you see a dollar line that cost will come out of the revolving account. This year you will not see an accurate cost in the disposal fees because I've been using the revolving account because I think we're going to go over on the disposal fees. If we had the increases last year but the default did not give me the increases, I'm trying to offset the cost to keep the budget from going over.

Mr. McDougall: Are we getting paid for recycling plastics, cans etc. Mr. Smith: This costing us anywhere from \$30 to \$50 to get rid of it. The metals we make money but it's down the market is not good.

Mr. Woods: How does the revolving account work? Mr. Smith: Any revenue we get from the transfer station goes in that account this pays for upgrades and we buy and maintain equipment for the station.

Mr. Woods: Those things you mentioned that it pays for none of that was budgeted to be done in this budget, do you have excess monies in the revolving account. Mr. Smith: I'm losing money right now because we need to change our fee schedule to keep it level funded and we also want to purchase a new roll off truck in 10 years with the revolving fund, so we have a little money set aside we have about \$60,000 right now which cost about \$200,000.

We won't have to go and ask the taxpayers for the money.

Outside Appropriations:

Mr. McDougall: When do you send the money to them? Ms. Marique: Every year the organizations send their request for donations usually in the same amount requested in previous years to be considered in the budget and then they would have to send an invoice the Town to retrieve that money during the year. The Dare line was calculated and not properly funded. 97% of this budget request has been spent.

Mr. Rawson: We have a new request from the Revolution Church for \$2,500 the BOS will have to discuss this proposal. The Wakefield food pantry has requested an extra \$1,000 the new budget is \$3,500.

Welfare:

Mr. Williams: I have question on Heat. It seems were not getting the request or much of a request it's averaging 25% expenditure on a regular basis. Ms. Marique: I work very closely with Strafford Community Action they have a fuel program which each year they have to apply for their program and allotted an x amount of money they have all year to spend it. Their funds start in right before Christmas their still taking appointments until after Christmas. There are 2 sources of funding they got double the funding they were able to provide the residents that's where the true decreases started. They are an asset to the Town they are hoping that I don't need you their taking my place. They push back their funding so far, I'm at the in between and get inundated when Strafford CAP came in yet or we have a cold Spring and they went through their allotment.

Mr. Williams: There are 4-line items that stand out food and medical it's very low in comparison your averaging \$21 on food and \$223 on medical that's just averaging over the last 4 years but that's \$3,000

Ms. Marique: There's specific requirements that they have to follow they must go through other agencies before coming to my office they must utilize the food pantry regardless that is why I'm not utilizing my food.

Mr. Williams: I brought this up at our meeting the average shows \$30,000 and you asked for \$46,000 Why wouldn't we split the difference as a starting point that's where the \$40,000 came from, I know it's important and I didn't say that's where we're going to end up.

Ms. Marique: All your general assistance lines are legal mandates you have to provide. Currently the final expenses are in the Misc. line. It's not accurate I've tried to break out the final expenses from the Misc. the last 2 years. I took my average full number of clients last year and my average to date total number of clients and I took a middle number and took your average Utility electrical bills your average heating 550 gal. per delivery and your average rental expense and try to formulate it's going to be \$900 rental times however many potential clients I have.

Recreation:

Mr. McDougall: Is the tractor Maintenance supply coming out of your Equipment Maintenance line?

Ms. Brown: It's coming out of the revolving fund.

Library:

Mr. Williams: The electric is \$2,000 and the heat is at \$4,500. Historically the heat is more than you budgeted for so a slight increase that make sense. But the electric has historically been very low.

Ms. Baker: If you look at the bottom of my budgets, I've been right about the bottom line by the end of the year, this year I'm going to go over on my Heating line and my Contracted Service line I'm over on my supply line my Electric is high.

Mr. Williams: You should look and adjust your budget accordingly. Historically your contracted services are always over and your electric is always under I would make those adjustments I'm not saying your overall budget is bad, it's not. But when you look at it, it stands out when you see 50% is all your spending at year end for one and the other ones get hit for overexpenditures.

Ms. Baker: The Contracted Service line has not always been over it's overspent this year there was a \$550 bill from Budel this will not be an annual cost.

Mr. Williams: You should spend the money when your supposed to be spending the money so it doesn't show zero's That's the reason we're looking at history to understand it better.

Mr. Woods: To make the adjustment if you are using the unused Electric to make up for those overages if you make those adjustments on your next budget it eliminates all the questions.

Ms. Baker: I could do that but some of these lines I can't be exact like everyone else.

Mr. Brown: The Trustees and Betsy when the Library is open one of the discussions we will be having how to use the lines that are historically below to use that money to purchase media which is the things which make people have things to do from the Library and expand services for people who may not be able to get to the Library.

Milton Economic Development: No Questions

Debt. Service Principal: No Questions

Debt. Service Interest: Mr. McDougall: Can we put a \$1.00 in the Tans line? Mr. Rawson: No, I would not this Year.

Sewer:

Mr. Woods: The money that the sewer takes in this is our overall budget were also estimating money coming in. Mr. Cartier-Creveling: The Budget equals the revenue.

The 2020 Town budget with the reduction of \$500 form the Police Dept. Budget is \$4,613,000

The Selectman's budget is \$4,614,222.

Next Meeting: Tuesday November 19th, 2019 at the Fire Station 6:00 pm.

Adjourn: Motion made by Mr. Williams second by Mr. Brown motion passed 8:38 P.M.

Submitted by Bob Carrier Vice Chair of the Budget Committee

