

Town of Milton
BUDGET COMMITTEE MEETING
October 11, 2022

ATTENDANCE:

Members: Laura Turgeon (Chair), Peg Hurd, Bob Carrier, Mike Beaulieu, Lisa Gautreau, Humphrey Williams, Stephanie Mills, Kimberly Ward

Staff: Chief Nick Marique – Fire Department, Chief Richard Krauss – Police Department, Officer Matt Cummer – Police Department

Laura Turgeon, Chair, opened the session at 6:00 PM.

1.) Pledge of Allegiance: Laura Turgeon, Chair, led the meeting in the Pledge of Allegiance.

2.) Roll Call:

- a. Ms. Turgeon, Chair, led the roll call of members to determine if a quorum was present. Laura Turgeon (Chair), Mike Beaulieu, Lisa Gautreau, Humphrey Williams, Stephanie Mills, Kimberly Ward, Peg Hurd, Bob Carrier. A quorum was present.

3.) Review / Approve Minutes:

Minutes of September 27, 2022:

Ms. Hurd motioned to approve the September 27, 2022, minutes with corrections. Mr. Williams seconded the motion.

Roll call vote: **Laura Turgeon, Mike Beaulieu, Lisa Gautreau, Humphrey Williams, Stephanie Mills, Kimberly Ward, Peg Hurd, Bob Carrier** voted Yes. **Motion Carried – 8 / 0 / 0.**

4.) BC Business Conduct and Participation:

Discussion with **Chief Marique regarding the Fire Department 2023 Budget proposal:** Ms. Turgeon thanked Chief Marique for attending the meeting and discussing his proposed budget. No votes are to occur during this meeting; this is an opportunity for Budget committee members to review and ask questions.

Full-time Salary Line

2023 Proposed Budget	2022 Operating Budget	Difference
\$163,333	\$147,978	\$15,375
Discussion: This increase includes 36 hours of overtime for 2 FT positions. Chief Marique stressed the need for a FT position. Wakefield FD has 7FT and Farmington has 4FT. Milton has two positions with only one filled (has been open position since May). PT/On-call employees have been inconsistent because they have other jobs. Ms. Turgeon – if there are 2 FT filled positions would this decrease the amount of projected overtime? Chief Marique is unsure at this time. He emphasized this is not just an issue with Milton as many communities FD are also running short. Farmington and Milton have an automatic aid agreement where the towns will respond to calls for the other town. When Milton FD responds to a call for Middleton, the charge is \$500 per call which goes into the revolving account. Ms. Turgeon asked if this amount		

covers staffing, fuel and other related expenses? Chief Marique – in 2021 ~\$10,000 was billed to Middleton. The contract has been in place since 2019. Ms. Turgeon suggested it might be time to recalculate the charges.

PT Salary

2023 Proposed Budget	2022 Operating Budget	Difference
\$335,000	\$106,000	\$229,000
Discussion: Covers 3 rd on-duty responder for 40 hours/week. Covers ten 24-hour shifts each week. Previous budgets shift worker compensation came from ambulance revolving account. Mr. Williams – the bottomline the only way to get this to pass is through WA – what is actual total to be presented to town? Ms. Turgeon – difficult to get this passed with budget the residents feel they can afford; however, services still need to be provided. Ms. Gautreau- can shifts be 18 or 20 hours per day? Chief Marique – risks no response – need to stick to industry standards for retention purposes. Ms. Hurd asked if this was through a WA Warrant Article what would this include? Mr. Carrier asked why monies cannot be used from the Capital Reserve Fund as it appears there are large amounts of money just sitting there? Chief Marique – this is kept for catastrophic situations and capital reserves are not used for daily operations. All Capital Reserve Funds are tied to CIP.		

Uniforms

2023 Proposed Budget	2022 Operating Budget	Difference
\$25,500	\$20,350	\$5,150
Discussion: Chief Marique – should have been increasing this all along. Mr. Williams – if this could get reduced to just 4 sets this would save \$5,000. If there would be monies remaining at year-end, could encumber any unspent money. Mr. Carrier – going forward, inflation is going to eat everything up and limit how much money will be unspent.		

Electric

2023 Proposed Budget	2022 Operating Budget	Difference
\$25,000	\$14,000	\$11,000
Discussion: These increases will be felt in all departments. Mr. Williams, along with Mr. Jacobs will be discussing with the town attorney. Per RSA electric is considered an obligated expense.		

Other areas of increase include Vehicle Fuel (\$2,500 increase) – due to increase in fuel prices. Equipment Purchase (\$3,500 increase), Contract Services (\$2,000), Training (\$1,800).

Chief Marique is aware his proposed budget increases are too large and wants to work with the Budget Committee to figure out how best to proceed.

Chief Krauss, Police Department: Chief Krauss was in attendance to see if Budget Committee members had any questions for him and introduced his newest officer, Matt Cummer to the committee.

Mr. Carrier asked if his incentive line at \$5,000 was necessary. Chief Krauss – yes this is. This is an educational incentive to complete a degree. This is meant to entice applicants with higher levels of education and experience. Mr. Williams – Chief Krauss has kept his budget under 2%. Chief Krauss – Milton is competing against other communities who have signing bonuses. This is not just a Milton problem – is a nationwide issue. Police officers are leaving the industry and there is a decrease entering into the industry. We need to offer them something to come to Milton. Ms. Turgeon – Milton Police have done an amazing job and are very appreciated. It is not an easy job.

Mr. Williams – with additional cuts from the Fire and Highway departments he believes they will be able to get the proposed operating budget under the default. For the Police Department, the only increase over the default is electric. Chief Krauss has already made some cuts in his budget to stay under 2%.

Conservation Commission: Virginia Long, Chair of Milton Conservation Commission reached out to Ms. Turgeon with a request to add money into their 2023 proposed budget. This would be for mailings to reach out to abutters of wetlands. This would be \$250 for printing and \$275 for postage. The bottomline Milton Conservation Committee proposed budget did decrease by 2%.

Ms. Hurd motioned to accept the final proposed 2023 budget for the Milton Conservation Commission. Ms. Gautreau seconded the motion.

Roll call vote: **Laura Turgeon, Mike Beaulieu, Lisa Gautreau, Humphrey Williams, Stephanie Mills, Kimberly Ward, Peg Hurd, Bob Carrier voted Yes. Motion Carried – 8 / 0 / 0.**

Mr. Williams will update Excel spreadsheets and send out the reports with changes from this meeting.

5.) Town Expenditure Reports:

The reports were not available at meeting time.

6.) Other business that may come before the board:

- a.) Ms. Hurd – the School Board is scheduled to meet with the Budget Committee on November 29th. The school budget is 95% completed. She asked if the meeting could be held at Nute cafeteria to allow for additional public attendance. Meeting venue change was approved.
- b.) Mr. Carrier presented a summary of additional questions regarding the 2023 proposed budget and current operational budget. This included line-items for Assessing (software support and contract services), Planning & Code (salary, contract services), Planning Board (GIS data sets & maps budget) and Insurance & Benefits. It was noted the town has no say regarding Insurance & Benefits – these numbers are expected to increase. Mr. Williams explained he had just received the financials including month-to-date and year-to-date details which will help in providing explanation. Ms. Turgeon thanked Mr. Carrier for his thoroughness at looking through all the numbers. Ms. Hurd concurred. Ms. Hurd asked for a current MS9. Mr. Williams will get the information.

7.) Public Comments or Questions on Budget Committee Meeting Topics: There were none.

8.) Next Meeting: October 25, 2022

9.) Adjournment:

- a. Ms. Turgeon stated she would entertain a motion to conclude the meeting.
- b. Ms. Hurd motioned to adjourn at 8:15PM; Seconded by Ms. Gautreau. All were in favor.
Meeting adjourned.

Respectfully Submitted,

Amy Winslow-Weiss, Recording Secretary – Budget Committee