

Notice
Joint meeting Board of Selectmen and Budget Committee
Regular Meeting Town 2016 Warrant Articles
Public Hearing
Town Budget and Warrant Articles for 2016
Public Hearing Meeting Minutes
Thursday January 14th 2016

The Chairman called the meeting to Order at 5:30 pm.

Roll Call of seating Members: Bob Carrier, Larry Brown, Maureen Steer, Lue Snyder, Thomas McDougall, John Katwick, Stan Nadeau (Water District Commissioner). Ann Walsh (School Board Rep.)

Board of Selectmen: Chairman Tom Gray, Andrew Rawson Town Administrator Liz Dionne
Mike Beaulieu could not attend the meeting due to work commitment.

In Attendance: Pam Smith, Pat Smith (HWY), Chief Richard Krauss (Police), Officer Andrew Magargee (Police), Betsy Baker (MFPL), Karen Golab (MCC), Tom Gaulin

The Chairman called the regular meeting to order at 5:32pm

Review /discuss and vote to recommend Town warrant articles that were table at the last meeting.
The Chairman comments there was a special meeting held Tuesday evening before the school public hearing. There were some changes that were dictated by RSA for wording that was on the warrants and there were some money figures that were rounded off per DRA and there were some dollar figures that we obtained to fill out the article.

NOTE: Article 2 and 3 have been swapped in placement on the warrant, per DRA. Capital Bonds must be listed first.

The Selectmen did not vote on the fire station article 2. The Budget Committee voted on this article (5-2-1) Chairman Tom Gray called Mike Beaulieu via speaker phone to vote on article 2, 3 and 11.

Article 2: Chairman Gray ask for a motion to recommend or not recommend article 2 the fire station Mike Beaulieu made the motion to recommend article 2 second by Andrew Rawson motion passed motion (3-0)

Chair Larry Brown ask the committee if it wishes to reopen its discussion on article 2 and revote (5-2-1) vote. Bob Carrier made the motion second by Maureen Steer to reopen the vote on article 2 Motion passed (9-0). Ann Walsh made the motion to recommend Article 2 second by Tom McDougall
Recommended by the Selectmen (3-0)
Recommended by the Budget Committee (7-2)

Article 3: Tom McDougall made the motion second by Maureen to recommend (\$4,189,455) Town operating budget and the Default Budget in the amount of (\$4,148,671) if the article is defeated.

Recommended by the Selectmen (3-0)
Recommended by the Budget Committee (8-1)

Press Release:

The Chairman recessed the meeting at 5:45pm removed himself, so the Chairman of the Board of Selectmen Tom Grey could sit in the Chairman's place and give a press release.

He asked for a minutes to make a public announcement in the interest of the community and full disclosure and for transparency. It is with regret the Board of Selectmen announce the Town Administrator Elizabeth Dionne will be leaving employment of the Town of Milton. Miss Dionne's resignation came as a surprise to the Board of Selectmen, as they were beginning the first step to a potential contract renewal. Miss Dionne started in 2013 she provided day to day management on behalf of the BOS. She assisted and provided significant input on many projects for the Town always with an eye on liability.

This is a statement from Miss Dionne I have enjoyed my time in Milton very much and will miss everyone I've met Milton is a wonder full Town with lots of historical charm and beauty. I'll be forever grateful to the BOS

for providing me with the opportunity to work for them. Miss Dionne is leaving the Town to pursue another career opportunity that has recently arisen. The BOS will miss Miss Dionne and wish her well. Miss Dionne last day will be February 12th 2016.

Larry Brown: I was looking forward to a year of working with our town administrator who has been courteous and competent hard to say more at the moment.

The Chairman came out of recess at 5:52pm.

For those who came in we have been working as the regular budget committee on some of the warrant articles that we have discussed but have not been voted on.

There's been some changes in wording and dollar amounts.

Article 8: Maureen made the motion second by Ann Walsh \$19,837 to fund a proposed step/plan for the employees in the HWY, Solid Waste and Government Building Dept.

The Town Administrator handed out some background material which shows both the horizontal readout and steps 1 through 10 for a number of positions and also a small sheet with a breakdown which will be discussed at the public hearing at 6:30pm. What the difference in salaries for the first year for the positions in the dept. listed above.

Pat Smith: I contacted surrounding Towns and got there low rate and high rate and avg. them out. The low rate you see in the step plan for a truck driver is an average of what the town's around us pay.

Larry Brown: the first position on this chart it starts out at a step of \$15.25 which he says is an average of what neighboring communities are paying and goes out to 10 steps till it reaches a salary of \$20.79 an hr. which is an average high ball of neighboring towns.

Lue Snyder: what does a step 1 truck driver equipment operator start at the present time? Pat Smith: \$12.86 an hr. What does a man who's been there 10 yrs. make? Pat Smith: I don't have anybody that's been here 10 yrs in that position. I have someone with 7 or 8yrs. and he makes about \$16.00.

Stan Nadeau: has there been any consideration given in your research for benefits. Pat Smith: we didn't check into any benefits that's not in our budget. We are losing people to other towns because they're all paying \$4 to \$5 more an hr. than we're paying. When I was ask to create the step plan I tried to find an avg. of the low and high end. Each step represents a yr, so it takes 10yrs. to get to the top of the rate which is step 10 and the only thing you're eligible for after that is if there's a COLA.

Larry Brown: Every year do they automatically move up a step even if they are a poor performer?

Pat Smith: Every year the employees would go through a performance review with the Dept. Heads. and it is submitted to the TA and BOS and the decision they make I abide by. They would remain at that step they are currently on.

Larry Brown: this sets up a list of salaries available, it does not set up a contract relationship with any employee. TA Liz Dionne: correct.

Ann Walsh: What if someone comes in and has 5 yrs. truck experience would that person start at step 5.

Pat Smith: that is something we have to review. We are down 3 people 1 for over a year.

Stan Nadeau: just for clarity if the proposed budget passes these numbers don't represent any of the merit or COLA in the proposed budget. Pat Smith: if this warrant article passes the 2% merit would go away, as for the COLA that would be up to the Selectmen.

The other question did you do a research on the director there's \$4,262 raise for the year is that middle avg.

Pat Smith: if you look at that line you will notice that after step 3 it's reduces more.

Stan Nadeau: is it the intention of the Select board to address throughout the whole town the issue of benefits. Chairman Grey yes.

Recommended by the Selectmen (3-0)

Recommended by the Budget Committee (9-0)

Article 9: Ann Walsh made the motion to recommend second by Lue Snyder to establish an expendable Trust Fund for maintenance and upkeep of the cemetery in the amount of \$24,961 to be put in the fund to come from the Milton Mills Cemetery Association.

John Katwick: The Milton Mills Cemetery lease agreement for \$1.00 temporally keeps Milton within RSA 289:2 law. All towns have to have a cemetery within their boundaries. This piece of land is about 20 acres cemetery it's being donated to the Town of Milton because of the volunteer hours that won't be available in the future.

We don't want the Town to come to a stage where it will be abandon. The transfer of the ownership Milton Mills privately owned cemetery to the Town of Milton will put Milton in compliance RSA 289:2. The \$10,000 maintenance costs vary as an example if you looked at the last 10 yrs. of disbursement of the Milton Mills cemetery. The cost range anywhere from \$11,029 the high to the low of \$6,551 that's why we're requesting \$10,000. If there's money that is not spent it goes to the general fund.

There's a five acre field that requires maintenance every year it has to be bush hogged. There's 20 acres edge trimming that has to be done at least every 3 to 4 yrs. The perpetual care payments comes out of this

amount of money because they have to be paid at the sale of the lots and I'm going to get to this next article #10 in relationship to article 9 that \$24,961 that's the money that going to be turned over to the Town of Milton from the Milton Mills Cemetery Association to cover the cost of doing the yearly maintenance. The \$10,000 will be put into the general fund budgeted by the Cemetery Trustees to make the invoice payments as they come in with every other process we have in town and at the end of the year the money that's being donated by the Milton Mills Cemetery Association is going to go in this expendable Trust Fund, its going to be paid by December 31st and at the end of each year to pay back what goes out of the general fund, actually it's a self-sufficient business. It always pays for itself at the end of the year, there's no cost to the taxpayers, but you have to have the money there in order to pay the invoices for the process cost we all have.

Larry Brown: where is the present ownership of the Milton Mills Cemetery and how does that pass to the Town? John Katwick: the Milton Mills Association it's in process now being surveyed and there will be a new deed generated and they will make the transfer with legal. 41:14: A, what it means we discovered that we don't have to put the actual ownership of the land up for a warrant article, the BOS has the authority to accept this free donation of land.

Larry Brown: This process is going on and when it's finished the BOS of their own authority will announce it. To summarize the part of article 9 that rolls into article 10 this is for the maintenance and upkeep of the cemetery when this takes affect it will be under the ownership of the Town. John Katwick: the cemetery trustees will not be starting the budget till next year 2017 because we want the approval for the funds now. The Milton Mills Cemetery Association, The Board of Selectmen The Cemetery Trustees of the Town of Milton all have voted and ok'd this transaction, and it has gone through legal and the Town Administrator and has been ok'd by them. The benefits is to bring Milton within the laws, a field for recreation, a self-sufficient business and it's free, all positive.

Larry Brown: summary The process steps in order to transfer the ownership to the cemetery to transfer the assets of the Cemetery Association and provide for the disbursements monies given to the town by the Association to fund the operating expenses when all the paperwork has settle starting in 2017.

Stan Nadeau: If I understand correctly this not going to cost the taxpayers any money, so if we raise an appropriate \$10,000 and it gets reimburse from the Nute Trust Fund what happens to that \$10,000 that was generated from tax money? John Katwick were going to pay it back next year. Stan Nadeau: It will always be there if you reimburse it. John Katwick: what it does is the same thing with the Highway Grant we do with the town, we take and put up a warrant article for the total amount and then we turn around and get a grant for \$110,000 for the half of it where does that \$110,000 go is your question.

Stan Nadeau: In that warrant article doesn't it say we don't raise or appropriate that \$110,000?

Tom Gray: It says offset. Stan Nadeau: to raise an appropriate bothers me where does the \$10,000 go?

Tom Gray: The \$10,000 goes back to the general fund. Stan Nadeau: this being a bottom line budget it could be spent for anything else. Tom Gray: It doesn't go in the budget it goes into the general fund.

Lue Snyder: A question for clarity does that mean we would have to put \$10,000 per year into that or is this a onetime \$10,000 to have the money in there to pay bills which would be paid back? John Katwick \$10,000 per year.

Recommended by the Selectmen (3-0)

Recommended by the Budget Committee (9-0)

Article 10: Lue Snyder made the motion second by Ann Walsh in the amount of \$10,000 for operating Expenses of the Cemetery Trustees for 2016. Operating expenses will be reimbursed from the Town of Milton Cemetery Expendable Trust Fund. Should this warrant article pass the operating expenses will be included in the operating budget annually beginning in 2017.

Recommended by the Selectmen (3-0)

Recommended by the Budget Committee (9-0)

Article 11: Lue Snyder made the motion to recommend second by Maureen Steer in the amount of (\$5,000) Be placed in the Milton Recreation Dept. Capital Reserve Fund.

Recommended by the Selectmen (3-0)

Recommended by the Budget Committee (9-0)

Chairman's note: for general information when we had our meeting Tuesday evening there have been an earlier meeting about the language specific to the purchase of certain materials and it was determined by DRA and our own thinking that it would be better to appropriate the sum of \$5,000 to go into the Milton Recreation Dept. Capital Reserve Fund. The 2010 warrant article which said all funds shall Milton Recreation Dept. Capital Reserve Fund.

The Chair recessed the meeting of the budget committee and opened the public hearing at 6:30pm

The pledge of allegiance was recited.

The Chair read the cover page and the warrant for the First Session and the Second Session.

The Chairman read all the articles and after each article asked if anyone wished to speak to that article.

Article 2: To see if the Town will vote to raise and appropriate (\$2,795,000) for the purpose of design and construction of a new Fire and EMS facility in the Town of Milton. (\$235,624) for the first years interest payment and Bond Issuance cost on said Bond.

Fire Chief Nick Marique: I have the interest rate 3.15% and the tax impact is (\$.66) beginning in 2017.

The first payment is not due till after the construction of the fire station and it's estimated to be due in February of 2017.

Lue Snyder: What is the total cost of the interest this \$235,624 is not the total interest is it?

Nick Marique: The total interest is \$930,531.44 for a 20 year bond. If the warrant article passes we will do more research to figure out where we can get the best interest rate.

There was no bond for the fire station last year, we got the money to complete the design.

The year prior to that it was 2.863% and the year prior to that 2.7% and both of the previous bond votes were for a 12,000sq.ft the current design is 9,000sq.ft./ The longer we put this out the less building we're getting for the same amount of money and that number has been bid quotes for every fee involving construction of the fire station were previously an estimated budget and looking back on it the estimated budget were pretty close to what it's ended up being.

Larry Brown: The \$2,795,000 is a built building cost. Nick Marique: Yes, I will have available at the deliberative session and it will probably be on the fire dept. web site with more information coming in the next couple of weeks the more detail break down on that cost. The web site Milton Fire & Rescue.com

Tom McDougall: This cost is just for the building will there be additional cost that you expect to equip the building? Nick Marique: the cost is obviously an issue, we have construction cost which are \$2.5 million dollars that goes to Eckman construction and there's owner cost which are soft cost this will be under the control of me or the BOS which includes the vehicle exhaust systems, Furnishings, radio infrastructure, I didn't include the generator because I believe I can get a Federal grant that will pass through the state that will pay for that. I included a small amount of money for radio infrastructure I will get State money for that. There are other things I could have included in it like storage racks, desk that sort of stuff. I'm trying to keep the cost down. If this fire station does pass, we will have two budget cycles some of the things will be purchased out of the equipment purchase line in the operating budget. There's probably another \$150,000 worth of equipment. The only cost I can control are the owner's cost, I can't control construction cost.

The only other thing on the owner's cost a large portion of that is the owner's contingency for any unforeseen issues like ledge, traffic signals signalization and other things we don't expect. We have a \$100,000 set aside for that it all adds up and when you see the breakdown of where everything is going I think you'll have a better appreciation of why it costs the money it costs.

Lue Snyder: I just wondered at the deliberative session if you're going to have the total amount of this bond.

Nick Marique: absolutely. The printout shows the reduction annually of the payments.

John Katwick: I believe for the last approach on this was \$.68 per \$1,000 Nike Marique: sounds about right.

Maureen Steer: This is on the donated land were there stipulation on that donation? Nick Marique: We have this year and next year and then the land reverts back to the owner.

Article 3: To see if the Town will vote raise and appropriate the sum of (\$4,189,455), as an Operating Budget, should this article be defeated, the Default Budget shall be (\$4,148,671).

Article 4: To see if the Town will vote raise and appropriate the sum of (\$290,000 for Highway) and road reconstruction purposes. Said Amount is partially offset by revenues from the Highway Block Grant estimated to be (\$110,000) this is annual appropriation provides reconstruction of existing roadways. Recommended by the Selectmen (3-0)
Recommended by the Budget Committee (8-0)

Article 5: To see if the Town will vote raise and appropriate the sum of (\$20,000) to be placed in the Milton/Maine Bridges Capital Reserve Account.

Recommended by the Selectmen (3-0)

Recommended by the Budget Committee (8-0)

There are 5 bridges that connect with Maine& N.H.

George Knapp: how much money do we have in that account? Tom Gray we have \$78,000.

George Knapp: To what advantage does the town have to reconstruct the bridge?

We are on a list to reconstruct the townhouse bridge between Maine& N.H. and we have to have our share of the money available when the time comes when the DOT for both states are ready to put the money to reconstructing the bridge between Maine &N.H.

And that's the same for the other 4 bridges.

It's also important for emergencies, evacuations, fire and also the fact that many people use these bridges.

Tom McDougall: It also has affected some businesses in Milton that had to close because of the Townhouse Bridge is gone. The people of Lebanon also use the other bridges that will help with the new businesses in town.

Article 6: To see if the Town will vote raise and appropriate the sum of (\$24,000) to be placed in the Milton Free Public Library Capital Reserve Fund.

Recommended by the Selectmen (3-0)

Recommended by the Budget Committee (8-0)

John Katwick: This was originally a total for the HWY Dept. and the Library Trustees of 20,000-20,000 which was \$40,000 and the HWY director recommended that we reduce his down and add \$4,000 of his to the Library Trust Fund and that was a big savings. It is less money total we're looking at.

Pat Smith: The \$24,000 represents \$20,000 matching funds from the L-Chip grant that is going to the Library in 2016. The \$4,000 represents the finishing costs of phase 2 project paint, with the \$24,000 and the L-Chip grant the restoration of the outside of the Library should be completed by the of next year if we receive these funds.

Article 7: To see if the Town will vote raise and appropriate the sum of (\$20,000) to be placed on the Milton Highway Department Truck Capital Reserve Fund.

Recommended by the Selectmen (3-0)

Recommended by the Budget Committee (8-0)

Pat Smith: This is for a replacement of a pickup truck. We have a 2004 F-250 pickup truck for replacement. We have about \$20,000 in the Capital Reserve Fund. This \$20,000 will help us get a pickup truck with a plow and Light bar.

Larry Brown: My understanding is that because of the shock that impact the road ice dams and whatever you hit the suspension and the general frame integrity take quite a beating.

Recommended by the Selectmen (3-0)

Recommended by the Budget Committee (8-0)

Article 8: To see if the Town will vote raise and appropriate the sum of (\$19,837) to fund a proposed step Plan/pay plan for the employees in the HWY Dept., Solid Waste Dept., and Government Building Department.

Article 9: Will the Town authorize the establishment of an expendable Trust Fund to be known as the Town of Milton Cemetery Expendable Trust Fund with the Cemetery Trustees as agents to expend. And to further accept the existing funds associated with the Milton Mills Cemetery Association which are \$24,961 which are to be deposited into this Town of Milton Cemetery Expendable Trust Fund.

Article 10: To see if the Town will vote raise and appropriate the sum of (\$10,000) for the operating expenses of the Cemetery Trustees for 2016. Said expenses will be reimbursed from the Town of Milton Cemetery Expendable Trust Fund, Should this warrant article pass, operating expenses will be included in the operating budget annually beginning in 2017.

Article 11: To see if the Town will vote raise and appropriate the sum of (\$5,000) to be placed in the Milton Recreation Department Capital Reserve Fund.

Comments on the Warrant Articles: Nick Marique: I was doing some calculations on my phone.

I was curious what inflation would be and where inflation was at in the interest rate of the bond. After 10 yrs. at 3% it would be \$3,756,000 the cost of the fire station. If we did do a bond and we put money annually it would be \$375,000 a yr for the next 10 yrs. The bonds first payment is \$235,000 and the last payment is about \$139,000, so basically by getting the bond done now, where we needed a fire station 10 yrs ago for the same amount of money, if we purchased it 10 yrs, ago.

Tom Gray: If we were to put money away, we would also have to purchase land.

Nick Marique: it's not closer to use 5% which is the number I was told inflation was going to be it the next several yrs. \$4,500,000. For the same building we're getting now, that's not counting code changes and not counting the design we have it wouldn't be able to use that I'm sure with all these we would have to redesign and technology is going to change. Preliminary this is what the interest is going to cost and how it equates inflation.

There were no further comments the Chair closed the public hearing at 7:15pm and reopened the regular budget committee meeting.

Approval of Minutes: The Chair would like a motion to approve the January 7, 2016 meeting minutes if there are no corrections to be done.

Motion made by Ann Walsh second by Lue Snyder motion passed (5-0-3)

Resignation: The resignation of John Katwick will be effective as of January 19th 2016.

Bob Carrier made the motion to accept his resignation with regret second by Lue Snyder
The Chair called the roll Ann Walsh regrettfully yes, Maureen Steer sadly yes, Tom McDougall unfortunately yes, Bob Carrier Yes, Lue Snyder greatly regret, Stan Nadeau yes, John Katwick yes, Chair votes yes.
Motion passes 9-0

Members Comment: Larry Brown I want to thank John Katwick for his time and for his wiliness to adjust his Sails to the wind. If you followed the discussion of article 9 and you have a sense of my appreciation of being a Trustee and working with John and his steady concern for team work and like Stan accurate numbers and that Town employees be fairly compensated for the work they do and I think this is a good legacy for a year's work on the board.

Bob Carrier: You have done a lot for this Town and there's some things they don't even know you've done for this Town and I'm sure they appreciate it.

Lue Snyder: I would like to thank you for your calmness in everything. I envy you a lot and I look up to you as I think other members of all these boards do and I just want to thank you and I loved what you have done and hopefully up at Nute were doing kind of not exactly the same thing. I admire you a lot and I just like say that publicly you're a very special man that goes far and above and you never turn a blind eye and I just want you to know how I truly feel

Next meeting: Saturday January 30th 2016 the deliberative session at 1:00pm Nute High School.

Adjourn: John Katwick made the motion to adjourn second by Maureen Steer motion passed 9-0 at 7:25pm

Submitted by Bob Carrier

Date Approved_____

These are draft minutes until they are approved

Chairman Larry Brown_____