

Budget Committee
Regular Meeting Minutes
Special Session
Public Hearing Meeting Minutes
Milton Water District 2016 Budget & Warrant Articles
Wednesday March 2nd, 2016

Chairman Larry Brown called the regular meeting to order at 6:20pm. The committee was schedule to meet in regular session at 6:00pm, but was unable to access the building.

Roll Call: Chairman Larry Brown, Bob Carrier, Tom McDougall, Lue Snyder, Maureen Steer, Ann Walsh (School Board Rep.), Mike Beaulieu (Selectmen Rep.), Stan Nadeau (Water District Commissioner).
Also in Attendance: Interim Town Administrator Jeremy Bourgeois

Approval of Minutes: The Chairman would like a motion to approve the January 12th, 2016 public hearing minutes. Stan Nadeau made the motion to approve the minutes as written second by Mike Beaulieu motion passed (8-0)

The Chairman would like a motion to approve the January 14th, 2016 public hearing minutes Lue Snyder made the motion to approve the minutes as written second by Mike Beaulieu Motion passed (8-0)

The Chairman would like a motion to approve the January 30th, 2016 deliberative session minutes Maureen Steer made the motion to approve the minutes as written second by Lue Snyder Motion passed (7-0-1) Maureen Steer was excused that day.

The Chairman would like a motion to approve the February 6th, 2016 public hearing minutes Stan Nadeau made the motion to approve the minutes with corrections second by Tom McDougall Article 5, 3rd line \$162,484.00 should be \$162,484.97 Motion passed (8-0)

Review and recommend the 2016 Milton Water District budget and warrant articles:

Stan Nadeau Water District Commissioner presented the budget and warrant articles

The major changes in the 2016 budget

- The water testing has increased and other items that the State requires from the water district.
- Legal services have increased to help on collection of bills currently there is over \$100,000 that is owed to the water district.
- A full time employee 40 hrs. a week but there is a possibility that one person will do 30hrs and another person do the 10hrs. this has not been decided yet because the budget has not yet been approved. There will still be 40 hrs. of service.
- The budget increase is \$1,684.00 over last year's budget.
- The overall budget including warrant articles decreased by (\$5,816.00)
- There is a 15% increase in water rates due to businesses that have closed. There are 2 new businesses have opened and more businesses were approved by the planning board this will help the revenues side for the water district.

Bob Carrier: ask did you increase your electricity by 6% that Eversource will be charging the Town and School district? Stan Nadeau: We went by the previous bills because pump 5 which is on 125 that was down over a year being rebuilt so we went by the previous last 2 bills to see what it would take to run and we based everything on physical bills plus we will be part of that solar garden.

Lue Snyder: If the person that your going to have to increase to 40 hrs. if it's 2 people are you going to keep it part time and not give benefits? Stan Nadeau: There will be 30hrs. and 10 hrs. which will be part time and

no benefits. The person we have now will be working the 30hrs. and is very qualified and we feel obligated to ask if he wanted to work full time because we may have a hard time finding someone to work the 10hrs. to do what we need to do. We need to have the budget approved next month at the annual meeting and will go from there.

The Chairman recessed the regular session and opened the Public Hearing at 6:30pm.

The Chairman recessed the public hearing to allow Lue Snyder to ask her question.

The Chairman re-recessed the regular session and re-opened the public hearing on the Water District at 6:32pm.

The Chairman read the warrant articles

Article 1: To see if the voters of the District will vote to raise and appropriate the sum of \$315,886.00 for the Operation, expenses and commitments of the Milton Water District which represents the 'Total Operating Costs' shown in the budget attached to this warrant. Majority vote required.
Recommended by the Milton Water Commissioners (3-0)
Recommended by the Budget Committee (8-0)

Articles 2: To see if the voters of the District will vote to raise and appropriate the sum of \$10,000 to be Added to the Milton Water District Maintenance Expendable Trust Fund established 3/25/06 to Be funded from water usage chargers and vote to appoint the Milton Water Commissioners as agents to expend from Milton Water District Maintenance Expendable Trust Fund. This is a special warrant. This is in addition to article #1 Majority vote required.
Recommended by the Milton Water Commissioners (3-0)
Recommended by the Budget Committee (8-0)

Article 3: To see if the voters of the District will vote to raise and appropriate the sum of \$2,500.00 to be Added to the Milton Water District Building Maintenance and Renovation Expendable Trust Fund established 4/12/15 to be funded from water usage chargers and vote to appoint the Milton Water Commissioners as agents to expend from Milton Water District Building Maintenance and Renovation Expendable Trust Fund. This is a special warrant. This is in addition to article #1 Majority vote required.
Recommended by the Milton Water Commissioners (3-0)
Recommended by the Budget Committee (8-0)

This concludes the Water District Warrant Articles for 2016

NOTE: This meeting was videotaped and not sure if it will be seen because the Water District does not have a web site, but copies of the budget and Warrant articles will be available at Town Hall and on the Town web site.

The Chairman ask the Water District Commissioner Stan Nadeau to go over the main operating expenses for those who are just tuning in.

These are some of the changes to the operating budget some lines have increased and there were some lines that have decreased.

- **Stipends:** There is no increases in any stipends or pay, FICA and unemployment Comp increased relative to pay.
- **Audit:** has decreased from \$13,600 to \$8,750 that included 2 audits and this year there will be 1 audit.
- **Dues & Assoc. fees:** This line increased by \$65.00. We have an operator and contractor, the operator has a license mandated by the State to run the pumps.
- **Telecommunications:** This line has decreased by \$1,760. We bundled when they built the new office At pump 5 it was discovered they had AT&T for long distance and they were doing some business with Fair Point, so they approached Fair point and bundled everything which was a huge savings.
- **Legal:** This line has increased due to the cost of collecting money that is owed to the Water District.
- **Liens:** This line has increased by \$700.00 this is to collect money that is owed. If you put on a lien you have to do it twice a year and its good forever.
- **Operator Insurance & Retirement:** This line has increased from \$1.00 to \$3,430. This line was funded in the event they can't find anyone to do the 10hrs. a week and the person that works the 30hrs would have to work the 40 hrs.
- **Operator Compensation:** This line has increased by \$8,115. This person would work 30 hrs. a week The State has put more requirements on testing. We need to dig up shutoffs that are not working on people's property. There is a lot more work that has to be done and we found out that we aren't completing some of the things that we are supposed to be doing.

- Chemicals & Supplies: no increase This doesn't affect how many wells that are running because it's based on the amount per gallon of water that goes out. Some people may not be aware of this but when the new wells were built a tablet chlorine dispenser was put in, if we have a contaminated well we can address it immediately. We have not had to use it, but we do test it.
- Contractual Services: This line has decreased by \$1,500. This company goes to all the test wells and analyze everything and to see if we are drawing the water down to far for the residents who have their own wells. This is all State required and surveys that we have send someone out to do and that's what that money is for.
- Vehicle & Maintenance (Reg. & Gas) This line has decreased by \$500. The expenses for last year was \$9,260. There was \$3,000 in the budget for tires for the truck but we discovered the truck needed way to much repair work, so the truck was traded in for a new truck. We went out and got a Gulf fleet card cost a \$1.00 a month for the transaction and were exempt from taxes and get fuel at a cheaper price. We will be purchasing all our fuel at Cumberland Farms.

Mike Beaulieu: asked Stan if he was familiar with the WEX program that the Town is gathering information to buy fuel using a credit card for the Towns vehicles which would be cheaper than going with State. This is a similar to what the water district has been approved by the Company. Stan Nadeau: I'm not familiar with that. Mike Beaulieu will bring it up at the next board meeting and see if the water district can join. Stan Nadeau: let me know the details.

- Parts, Plumbing Supplies: There's no increase in this line. Bob Carrier: last year you spent \$4,338 your still keeping it at \$4,200? Stan Nadeau: We had some major repairs last year, but were comfortable with that amount.

Larry Brown: Is that a pass through billable cost to the customer? Stan Nadeau: The only time the cost is passed down to a customer is neglect or it was tampered with other than that we have to replace them at the cost to the district as a whole. (meters)

- Repairs Contractors: This line has decreased by \$5,000 last year. The expenses were \$25,728 that included Brown St. (hydrant) we paid for their services but the district had to supply the parts. There was a major repair on Depot Rd. which cost \$50,000 to repair the money came from the Milton Water District Maintenance Expendable Trust Fund.
- Pipe Other Infrastructure (NH North Coast RR): There's no increase in this line. When they were building the new wells they put the pipe across the lake and it went under the railroad tracks. The railroad gets \$500 a year as long as that pipe is there, usually you pay some much and that's it, you get the right of way. Whoever made the decision went along with it. We paid \$1,500 last year because they never billed us for previous 2 years, so they caught up and we had to pay it, so now we just send them a check every year.
- The New Well:
Electricity: The budget is \$17,500 no increase the expenses were \$15,890.23. We don't how That's going to come out exactly.
Fuel: No increase on this line. The new wells run on electricity. The fuel is for the diesel generator and the heat to the pump house. This is in case of power outage.
- Old Well:
Electricity: This line decreased by \$1,000. The well has been off line for 6 months.
Fuel: There is no generator. We have portable generators to hook up to the telecommunication to the tank.
- Well Project & Charles St. Loan: \$145,553.00 a year.

The 2016 Total Operating Budget is \$315,886 an increase of \$1,664 over last year's budget \$314,202.

2016 Warrant Articles \$12,500 this is \$ 7,500 less than last year.

The Total 2016 Budget including warrants is \$328,386 this is a decrease of (\$5,816) from last year's budget.

There are 2 less warrant articles this year.

Stan Nadeau: We have a new truck we feel we don't need to put money in the truck CRF this year.

The Equipment CRF. There's still a little money left in there, we should be ok for now.

We're trying to keep the budget down as low as possible.

Lue Snyder: asked how much did the truck cost? Stan Nadeau: I don't have the exact figures it was about \$35,000, most of the money came out of the vehicle CRF and the rest came from other areas of the budget. The Chairman ask anyone from the public if they have any question or comments on the 2016 Milton Water District Budget or Warrant Articles. There was none.

The Chairman closed the Public Hearing at 7:00pm.

The Chairman re-opened the regular session at 7:01pm

The Chairman called for a roll call vote on each warrant article. It was unanimous for each of the articles that were read.

The Chairman introduced the Interim Town Administrator Jeremy Bourgeois to the committee and those who were watching the meeting on you tube.

Members Comment: Bob Carrier I want to Thank the committee for their support while I was Chairman. The new members have done a great job asking some pretty good questions. I feel they are getting better understanding of the budgets. Those who remain and as well as new members that will come on board, I wish the committee well.

Lue Snyder: I want to thank the committee for appointing me to serve on the committee.

Public Comments: None

Any other business that may come before the Board

Municipal Budget Law Book: Maureen Steer held up the book that Bob Carrier gave her on Municipal Budget Law. It's an old one from 2011. After reading the book she suggested that every budget committee member should have one. There is a lot of information about budgets. The committee members agreed that every member should have one.

She pointed out there may have been changes since this publication.

The Interim TA Jeremy Bourgeois said he can get them in digital form or print. He told the committee to let him know which one they want.

Next Meeting: Bob Carrier scheduled the next meeting for Tuesday April 19th 2016 This re-organization There will be new at- large members and there will be new assignments to the 3 other boards when they have their meeting. Bob Carrier will not be returning as well as Ann Walsh who has served on the School Board for 15 year's did not seek re-election to the School Board.

Adjourn: The Chair asked for a motion to adjourn Stan Nadeau made the motion to adjourn second by Maureen Steer motion passed (8-0) at 7:20pm

Submitted by Bob Carrier

Date Approved: _____

These are draft minutes until approved

Chairman Larry Brown: _____