

Town of Milton
Town Budget Committee
Special Session
2019 Town Warrant Articles Presentation
Wednesday, January 8, 2019
Minutes

CALL TO ORDER

Meeting called to order at 6:001 PM by Chairman Bob Carrier

PLEDGE OF ALLEGIENCE

ROLL CALL - PRESENT

Mr. Bob Carrier – Chairman, Mr. Thomas McDougall, Ms. Tammy Smith, Mr. David Carpus, Mr. Larry Brown, Mr. Mark Currier, Ms. Peg Hurd, Mr. Justin Bellen, Ms. Erin Hutchings, and Mrs. Shari Gaesser – Recording Secretary.

PUBLIC IN ATTENDANCE

Ms. Lynnette McDougall, Mr. Doug Shute and Ms. Heather Thibodeau – Town Administrator

Review of the Town Warrant Articles.

Mr. Carrier made the Board aware of a possible Chapter 31 Code of Ethics issue that was brought up by a Milton Citizen regarding the conflict of interest on the Board. Chapter 31 Code of Ethics.

The Board discussed the implications of each member and tabled the discussion.

Mr. McDougall noted that a viewer asked to have the Board repeat items that had been voted on and after the vote verify the final vote.

WARRANT ARTICLE

Article 5: Highway and Road Construction. To see if the Town will vote to raise and appropriate the sum of Three Hundred Twenty Five Thousand Dollars (\$325,000) for Highway and Road reconstruction purposes. Said amount will be partially offset by revenues from the Highway Block Grant estimated to be One Hundred Thirty Four Thousand Dollars (\$134,000). This will be a non-lapsing appropriation per RSA 32:7 VI and will not lapse until completed or by December 31, 2020 whichever occurs first.
(Majority vote required) Recommended by the BOS (3-0)

Motion was made by Mr. Brown to approve Article 5 as written. Seconded by Mr. McDougall. Discussion - None. **Roll call vote. Mr. McDougall – yes; Mr. Currier – yes; Mr. Carpus – yes; Mr. Brown – yes; Ms. Smith – abstained; Mr. Bellen – yes; Ms. Hutchings – yes; Ms. Hurd – yes; Mr. Carrier – yes. Motion passes 8/0/1.**

Article 6: Fire Department Equipment and Apparatus Capital Reserve Fund

To see if the Town will vote to raise and appropriate the sum of Seventy Thousand dollars (\$70,000) to be added to the Milton Fire Department Equipment and Apparatus Capital Reserve Fund previously established for the purpose of funding future capital expenditures as described in the recommended 2019-2024 Capital Improvements Program. This appropriation will be funded by transfer from the fund balance and no additional amount will be raised by new taxation. (Majority vote required) Recommended by the BOS (3-0)

Motion was made by Mr. Brown to approve Article 6 as written. Seconded by Mr.

McDougall for discussion. Discussion – Mr. McDougall asked if the Town Administrator knew the amount that was currently available in the Capital Reserve Fund. Ms. Thibodeau noted that the Budget Committee should only need to vote on Articles A5 and A21. The funds come out of the Fund Balance. Mr. Brown stated that without having the number is it prudent to fund this amount from those sources. Per Mr. Shute - \$389,000 from the School. Ms. Thibodeau said that there was roughly \$95,000. Mr. Brown – CIP plan and discussion was to try to keep \$500,000 in warrant articles so that this figure funds major capital issues. Mr. McDougall asked if anyone had a general idea the amount in the Fund balance right now. Ms. Thibodeau – \$2.2 and then took \$500,000 so it is now down to \$1.7. Mr. McDougall – so a million plus or minus 20%. Mr. Brown noted that the school and town have different statutory restrictions. School must return overages to the citizens. The Town can put excess money into general fund. **Mr. McDougall – yes; Mr. Currier – no; Mr. Carpus – yes; Mr. Brown – yes; Ms. Smith – no; Mr. Bellen – abstain; Ms. Hutchings – yes; Ms. Hurd – yes; Mr. Carrier – yes. Motion passes**

6/2/1

Article 7: Highway Department Special Equipment Capital Reserve Fund

To see if the Town will vote to raise and appropriate the sum of Twenty- Nine Thousand Dollars (\$29,000) to be added to the Highway Department Special Equipment Fund previously established for the purpose of funding future capital expenditures as described in the recommended 2019-2024 Capital Improvements Program. This appropriation will be funded by transfer from the fund balance and no additional amount will be raised by new taxation. (Majority vote required) Recommended by the BOS (3-0)

Motion was made by Mr. Brown to approve Article 7 as written. Seconded by Mr.

McDougall for discussion. Discussion – Mr. McDougall asked what the fund balance amount was. Ms. Thibodeau noted that Mr. Bruce Woodruff provided information on CIP. Mr. Brown asked if the Town Administrator had detailed backup. Ms. Thibodeau said that she could search. **Roll call vote. Mr. McDougall – yes; Mr. Currier – yes; Mr. Carpus – yes; Mr. Brown – yes; Ms. Smith – abstained; Mr. Bellen – yes; Ms. Hutchings – yes; Ms. Hurd – yes; Mr. Carrier – yes. Motion passes 8/0/1.**

Mr. Carpus asked if Article 19 came out of fund balance. Mr. Carrier noted that yes and that the committee doesn't vote on this one.

Article 8: Highway Department Vehicle Fund

To see if the Town will vote to raise and appropriate the sum of Forty- Nine Thousand (\$49,000) to be added to the Highway Department Vehicle Fund previously established for the purpose of funding future capital expenditures as described in the recommended 2019-2024 Capital Improvements Program. This appropriation will be funded by transfer from the fund balance and

no additional amount will be raised by new taxation. (Majority vote required) Recommended by the BOS (3-0)

Motion was made by Mr. Brown to approve Article 8 as written. Seconded by Mr.

McDougall for discussion. Discussion – Mr. Carpus noted that the Capital Reserve

Article 8: See information on sheet - Motion by Larry 2nd by Tom Dave - Cap reserve was \$50,000. Best case scenario would be \$93,000; new truck about \$40,000 and remainder is

\$50,000; **Roll call vote. Mr. McDougall – yes; Mr. Currier – yes; Mr. Carpus – yes; Mr.**

Brown – yes; Ms. Smith – abstained; Mr. Bellen – yes; Ms. Hutchings – yes; Ms. Hurd – yes; Mr. Carrier – yes. Motion passes 8/0/1.

Article 9: Municipal Buildings Fund

To see if the Town will vote to raise and appropriate the sum of Fifty Thousand Dollars (\$50,000) to be added to the Municipal Buildings Fund previously established for the purpose of funding future capital expenditures as described in the recommended 2019-2024 Capital Improvements Program. This appropriation will be funded by transfer from the fund balance and no additional amount will be raised by new taxation. (Majority vote required) Recommended by the BOS (3-0)

Motion was made by Mr. Brown to approve Article 9 as written. Seconded by Mr.

McDougall for discussion. Discussion – Ms. Hutchings – This was a new article last year for \$50,000. Ms. Hurd asked if anything had been spent. Ms. Thibodeau – not yet.

Roll call vote. Mr. McDougall – yes; Mr. Currier – yes; Mr. Carpus – yes; Mr. Brown – yes; Ms. Smith – yes; Mr. Bellen – yes; Ms. Hutchings – yes; Ms. Hurd – yes; Mr. Carrier – yes. Motion passes 9/0.

Article 10: Milton Free Public Library Capital Reserve Fund

To see if the Town will vote to raise and appropriate the sum of Fifty- Two Thousand Dollars (\$52,000) to be placed in the Milton Free Public Library Capital Reserve Fund, previously established for the purpose of funding future capital expenditures as described in the recommended 2019-2024 Capital Improvements Program. This appropriation will be funded by transfer from the fund balance and no additional amount will be raised by new taxation. (Majority vote required) Recommended by the BOS (3-0)

Motion was made by Ms. Hurd to approve Article 10 as written. Seconded by Mr.

McDougall for discussion. Discussion – Mr. Brown noted that there was about \$123,000 in additional repairs. There was a Grant received for repair for \$36,000 for renovation of the building. Ms. Hurd asked if the \$24,000 is under the free public library and does it all go in the same place. Ms. Smith asked about the funds for desk repairs etc. Mr. Brown noted that these are two different things under the same roof. The 2 funds are related but used for slightly different uses. Mr. Carpus – Last year warrant was for \$31,000. Mr. Brown noted that the Grant was approved in December. \$36,000 does not go into the fund until the Library spends their funds. There is an estimated is \$98,000. Plus the \$52,000 is last amount, plus left over, plus match that will cover the repairs. **Roll call vote. Mr. McDougall – yes; Mr. Currier – yes; Mr. Carpus – yes; Mr. Brown – yes; Ms. Smith – yes; Mr. Bellen – yes; Ms. Hutchings – yes; Ms. Hurd – yes; Mr. Carrier – yes. Motion passes 9/0.**

Article 11: Milton Technology Fund

To see if the Town will vote to raise and appropriate the sum of Six Thousand Dollars (\$6,000) to be placed in the Town of Milton Technology Fund, previously established for the purpose of

funding future capital expenditures as described in the recommended 2019-2024 Capital Improvements Program. This appropriation will be funded by transfer from the fund balance and no additional amount will be raised by new taxation". (Majority vote required) Recommended by the BOS (3-0)

Motion by Mr. Brown to recommend Article 11 as written. Seconded by Mr. McDougall for discussion. Discussion – Mr. Carrier noted that the cost would be about \$6,000 per unit. Warrant from last year was \$8,000. Roughly \$14,000 now and with the additional new warrant will be \$20,000. Mr. Carpus asked if funds had been spent. Ms. Hutchings – no and the computers in the town offices as well as, public works need to be replaced, about 14. Ms. Thibodeau noted that some needed to be done now. Mr. Currier asked the Town Administrator why they have waited so long as the funds are available and are now asking for more. Ms. Hurd – by taking money and replacing all at once it will be a rolling issue. **Roll call vote. Mr. McDougall – yes; Mr. Currier – no; Mr. Carpus – no; Mr. Brown – yes; Ms. Smith – no; Mr. Bellen – yes; Ms. Hutchings – yes; Ms. Hurd – no; Mr. Carrier – yes. Motion passes 5/4.**

Article 12: Geographic Information System

To see if the Town will vote to raise and appropriate the sum of Two Thousand and Five Hundred Dollars (\$2,500) for the purpose of continued upgrades of the public web-based Geographic Information System (GIS) for the town as described in the recommended 2019-2024 Capital Improvements Program. This appropriation will be funded by transfer from the fund balance and no additional amount will be raised by new taxation. (Majority vote required) Recommended by the BOS (3-0)

Motion by Mr. Brown to recommend Article 12 as written. Seconded by Mr. McDougall for discussion. Discussion – last year \$8,000 core system was purchased for approximately \$9,000. Mr. Brown noted that the contract for mapping of the town just finished. Enhancements possible specifically for Fire and Police. Ms. Hutchings – this is the maintenance contract. There was some confusion on the wording of Maintenance vs. upgrades. What does the CIP say? \$17,500 for total cost. It will be a continuous data upgrade up into 2024. The town office will talk with department heads to see who needs more. **Roll call vote. Mr. McDougall – yes; Mr. Currier – yes; Mr. Carpus – yes; Mr. Brown – yes; Ms. Smith – yes; Mr. Bellen – yes; Ms. Hutchings – yes; Ms. Hurd – yes; Mr. Carrier – yes. Motion passes 9/0.**

Article 13: Bridge Capital Reserve Fund

To see if the Town will vote to raise and appropriate the sum of Twenty Five Thousand Dollars (\$25,000) to be placed in the Bridge Capital Reserve Fund, previously established for the purpose of funding future capital expenditures as described in the recommended 2019-2024 Capital Improvements Program. This appropriation will be funded by transfer from the fund balance and no additional amount will be raised by new taxation. (Majority vote required) Recommended by the BOS (3-0)

Motion by Mr. Brown to recommend Article 13 as written. Seconded by Mr. McDougall for discussion. Discussion – Mr. Currier asked if this was for the new bridge or only those in town. It was noted that this was just for Winding Hill and that there are 5 bridges that cross the town along with 3 bridges in Milton Mills. Mr. McDougall asked if this was established last year. Mr. Carpus noted yes for \$25,000. **Roll call vote. Mr. McDougall – yes; Mr. Currier –**

yes; Mr. Carpus – yes; Mr. Brown – yes; Ms. Smith – yes; Mr. Bellen – yes; Ms. Hutchings – yes; Ms. Hurd – yes; Mr. Carrier – yes. Motion passes 9/0.

Ms. Hutchings left the meeting at 7:40PM.

Article 14: Eradicate European Naiad Invasive Species.

To see if the Town will vote to raise and appropriate the sum of Ten Thousand Dollars (\$10,000) for the purpose of eradicating the invasive plant species the Town of Milton. This is a special warrant article as described in and recommended 2019-2024 Capital Improvements Program. This appropriation will be funded by transfer from the fund balance and no additional amounts will be raised by taxation. (Majority vote required) Recommended by the BOS (3-0)

Motion by Mr. Brown to recommend Article 14 as written. Seconded by Mr. McDougall for discussion. Discussion – Ms. Hurd noted that the lakes reference had been crossed out. The wording of the title needs to be updated. Last year the warrant was specific for Naiad and now changing the warrant. Mr. Brown advised that the warrant doesn't have to have a named fund. Last year specific to Naiad but this year it is another. The title is misleading and can be changed at the town meeting. **Roll call vote. Mr. McDougall – no; Mr. Currier – no; Mr. Carpus – no; Mr. Brown – yes; Ms. Smith – yes; Mr. Bellen – yes; Ms. Hurd – abstain; Mr. Carrier – yes. Motion passes 4/3/1.**

Article 21 is a partition warrant article and the impact would be .01 cent per thousand. As a petition article the Budget Committee doesn't vote on this.

NEW BUSINESS – none

PUBLIC COMMENTS – Mrs. Lynnette McDougall – great job.

NEXT MEETING: January 10, 2019

ADJOURNMENT

Motion was made by Mr. Brown at 7:54PM to adjourn. Seconded by Mr. McDougall. The Board voted unanimously in favor of the motion. Motion passes 8/0.

Respectfully submitted,

Shari Gaesser – Recording Secretary Milton Budget Committee