

Town of Milton
Board of Selectmen Meeting
October 28th, 2019
Milton Town Hall

Board of Selectmen Attendance: Chairman Ryan Thibeault, Vice Chair Erin Hutchings, Andy Rawson, Town Administrator Ernie Creveling, Recording Clerk; Danielle Marique

Public Attendance: Emily Meehan, Bob Carrier, Earl Sussman, Peg Hurd, Doug Schute, Larry Brown, Betsy Baker, Tom McDougall, Lynette McDougall, Nick Marique, Richard Krauss, Pat Smith, Karen Brown, Michelle Beauchamp, Kathy Wallingford.

Meeting call to order

R Thibeault welcomed all in attendance.

- **School Board Anticipated Revenue Discussion**

School Board Chairman; D. Schute stated the school has received an anticipated revenue of \$361,003 and have intentions of using that money towards two projects that have recently been submitted to the Capital Improvements Program this coming year. Stated the Air handler in the elementary school is the highest priority as it is reaching the end of its life expectancy and not a quiet system. The fire alarm within both buildings will soon no longer be supported by the service technician. Explained that the engineering study for the air handler would be approximately \$3,100 and the fire alarm system would be approximately \$2,500. Stated the full project of the air handler would be approximately \$161,000. and explained that their intentions of expending the anticipated revenue would be towards the engineering study for both projects as they are expecting to receive more funding next year as well. Explained that with this decision and acceptance of the anticipated revenue there will be a special school district vote to be held November 15th, by having this additional town vote the tax rate would be delayed in its completion. R. Thibeault clarified that the current fire alarm is in proper working order without any malfunctions or improper difficulties or issues, that this project is focused on any future parts or service as the company manufacturer no longer supports the system. Grounds and Maintenance Advisor; B. Adams stated the alarms were just tested this summer and all passed. A. Rawson questioned the length of time they have been aware the company and manufacturer were no longer going to support the system for repairs. B. Adams stated they received notice in 2018. E. Hutchings questioned why a plan of progression took so long to be implemented. D. Schute stated this project has been brought to the CIP process this year for 2020 vote. B. Adams stated the air handler was first purchased in 1988 with an expected life expectancy of 25 years. A. Rawson questioned the plans if the required vote to expend the money does not pass? D. Schute stated it will be put on the march vote. Stated the first public hearing will be held November 1st at 6pm, the second being the vote held on November 15th.

R. Thibeault moved to adjourn the public Board of Selectmen meeting and continue in a public workshop session after a 5 minute recess. A. Rawson seconded. 3-0

BUDGET PROGRESSION WORKSHOP

E. Creveling stated the 2020 proposed budget without the original fulltime positions included would be BOS Workshop Meeting Minutes 10.28.19

\$50,498 over 2019 default. Stated the CEO/Building Inspector position would be \$45,250, Administrative Assistant/Human Services Director would be \$59,996 and the position in the Town Clerk office would be \$58,000; these numbers reflect salaries as well as all insurance benefits offered to full time employees. A. Rawson stated he would like to see the budget come down another \$50,000 to keep it closer to the 2019 budget. E. Creveling stated currently it would be a 1.11% increase. R. Thibeault suggested prioritizing the full time positions in warrant articles as they all will not pass within the same year. R. Thibeault suggested going thru each budget highlighting any changes from last year to next and answer questions as they come.

Town Administration

E. Creveling stated the increase to his budget lines reflect contract services dues to the increased use of Stone Hill and adding CheckMate Payroll Company. Overall the budget reflects a decrease due to the full time bookkeeper position not being utilized. A. Rawson questioned the decrease in membership and dues. E. Creveling stated there was an elimination of Fosters newspaper from the budget as well as adjusting the NH Municipal Managers Association to a newly created more appropriate Regional Associations budget line. N. Marique questioned how default salary configurations would be calculated. E. Creveling stated step plans and wages must be voter approved to follow onward that inconsistencies create confusion.

Town Clerk/Tax Collector

M. Beauchamp stated she was in favor of full time positons being split into warrant articles. R. Thibeault questioned the reasoning for adding a full time position to the town clerk office. M. Beauchamp stated this was to create and promote longevity in the office. R. Thibeault questioned if there would then be 3 employees in the office daily. M. Beauchamp stated she has had two working registrations at once and takes a long time to train new employees. R. Thibeault expressed concern with two individuals currently in the office together yet not working side by side. A. Rawson questioned how the salaries were configured. M. Beauchamp stated they are reflective of one employee receiving a pay raise this year along with cola and merit for all 3 part time employees. Stated she recently received a certificate resulting in the increase in pay for her salary. R. Thibeault questioned the option of closing town hall for a day to the public but remain open for employees as an uninterrupted work day. M. Beauchamp stated she cannot predict the work load each day.

A. Rawson questioned the possibility of a warrant article for an employee salary step plan. R. Thibeault stated there was intended plans for one but not that was followed through with before. L. McDougall questioned the procedures for replacing employees. Encouraged set hours for public business hours within town hall.

Assessing

K. Wallingford stated there is a substantial decrease to her budget due to the contract assessor's contract being less than this current year. R. Thibeault questioned her opinion of closing town hall to public a day to offer employees a work day. K. Wallingford stated her office could utilize and benefit a strait office day.

Insurance

E. Creveling stated this figure is based on current plans with an additional family plan.

Government Buildings

A. Rawson questioned the amount of full time employees. P. Smith stated there are 3 full time employees. E. Hutchings questioned the amount of part time. P. Smith stated there are not any. R. Thibeault questioned the increase in the supplies line. P. Smith stated this was reflective of a full year of cleaning services to town buildings and the needed supplies.

Police

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R. Krauss stated salaries and uniform costs are the only true increases to his budget.

Fire

A. Rawson questioned the decrease in the supplies line. N. Marique stated this was based on usage.

Highway

A. Rawson questioned the full time salary increase. P. Smith stated this was reflecting the salary increase the board gave in the spring of 2019 as well as cola and merit for 2020 and overtime costs built together. Stated contracted services reflects an increase due to road striping of Dawson, Townhouse, Steeple, Elm and Milton Mills that has not previously been accounted for. R. Thibeault questioned the last time the town striped any roads. P. Smith stated the State used to come and do some on their own but no ever an expense to the town. R. Thibeault questioned the longevity of the paint. P. Smith stated it would be a yearly expense and that this expense has been pulled from budget proposals multiples times in years past can do the same this year too if decided.

Solid Waste

P. Smith stated the increase is reflective of salaries and recycling costs. A. Rawson questioned the number of full time employees. P. Smith stated one full time employee with overtime built in. R. Thibeault expressed the revolving fund offsetting the solid waste budget and more awareness was needed of this and may help with the budget understanding.

Welfare

E. Creveling stated the hours were configured to still equal 30 hours as they are now however spilt 10 within welfare and 20 in town administration. The rest of the budget is considerably less based on usage and need.

Recreation

K. Brown stated the part time employee is calculated at only half a year, the revolving fund offsets the rest of the budget.

Library

B. Baker stated the increases to the budget are reflective of salaries, heating and technology increases.

E. Creveling stated the default is complete will be finished for Wednesday October 30th workshop.

R. Thibeault moved to adjourn the workshop session and continue in nonpublic 91-A 3II (c). E. Hutchings seconded. 3-0

Next Board of Selectmen Meeting Date:

Workshop Session

Wednesday October 30th, 2019

Monday November 4th, 2019

Respectfully submitted;

Recording Clerk,

Danielle Marique

Chairman Ryan Thibeault

Erin Hutchings

Andy Rawson