

**AMENDED ON 3/4/14 \***

**2014 BUDGET COMMITTEE MEETING  
TUESDAY, JANUARY 14, 2014  
RECREATION/CEMETERY/HIGHWAY/MSW-RECYCLING &  
CONTINUATION OF EMS**

**Members Present:** Mike Waddell, William Jackson, Terry Oliver, Terry Rhoderick Robert Demers, Glen Eastman, Reuben Rajala, Dan Mccrum

The meeting was called to order at 6:02 by the Chair.

Selectman Jackson informed the board that at the Selectmen's meeting held on 1/13/14 vote occurred to approve the Town Manager's budget by a vote of 2-1. The Chair asked if a wage increase was included in the budget. The Chair was informed that there were no wage increases included.

**Recreation Department:** Recreation and Parks Director Jeff Stewart presented his 2014 Budget beginning with expenditure changes. There were only minor changes in the existing operating lines. There was significant discussion about the expenditure and revenue lines associated with the recreation department's revolving fund. The Director stated that his overall budget is down approximately \$32,275.00. A number of board members noted that the budget was actually up overall when the revolving fund was factored in. A significant amount of discussion occurred regarding the revolving funds expenditures and revenues. The board had concerns with how the expenditures and revenues are now being presented with the revolving fund. The Board was in general agreement that the department was being efficiently run. Glen Eastman wanted it noted that he was strongly against the revolving fund as it is not fair to the taxpayers.

The Town Manager explained in detail the purpose of the revolving fund to the Budget Committee members. She noted that the Recreation and Parks Department is the only department at this time that has a revolving fund account. The Selectmen must approve any expenditures that comes out of the revolving fund.

The Chair stated that he has concerns that the revolving fund: gives a misleading picture of expense and revenue to the budget overall, that it removes a significant amount of money from the overall budget that can be used for other line items, and it presents problems with the recreation capital reserve funds. The Chair would like to know how the revolving fund works long-term regarding capital and operating expenses. The Chair asked the Finance Director and town manager to provide a breakdown of the Recreation Director's expense and revenues in the revolving fund. The Finance Director stated she will forward this information to the Budget Committee members.

**CONTINUATION OF EMS BUDGET PRESENTATION:** The EMS Director gave a complete review of his revenues & expense budgets for 2014. He stated that the only significant changes to his budget were in regard to transfers and training. These budget lines are difficult to plan for and the proposed solution is to create a revolving fund for the ambulance department. This fund would only include transfer and training expenses and revenues. The board had many questions regarding why this was necessary, how capital items would be handled, how revenues and expenses would be segregated, and how the EMS budget would be presented.

The EMS Director estimates that \$75,000 to \$80,000.00 would be needed to start the revolving fund. The Chair would like to know how that would work. The Finance Director explained how the revolving fund would work to the Budget Committee. The Director stated that if the revolving fund is not approved the money would have to be added to the ambulance operating budget to continue doing transfers and training. Currently the EMS is functioning under the old system. If the new budget is approved then an Article will need to be written and presented at the Town meeting. The

Town Manager stated that the Article will need to be clear on what is included in the revolving fund: Transfers and education-training, EMT programs.

Regarding Capital expense plans; EMS Director stated there were no big capital expenses this year. No big construction projects this year.

**PUBLIC WORKS DEPARTMENT:** The Public Works Director presented his 2014 flat budget. He stated there is a decrease of \$14,296.00 in this year's highway budget. This was due to a light winter last year. This year has been much busier already for salt call outs and overtime. Well within the safe predicted budget.

The Public Works Director was asked what would happen if we did away with the bulky waste at the town garage and made people take it to Berlin? The Director stated the AVRRDD line would increase dramatically due to an increase in permits and all charges would come back to the town. The local residence would no longer be able to leave bulky waste at the town garage. The Chair asked if there were any questions regarding the Solid Waste Study that was performed in 2013. (The Finance Director passed out information regarding the solid waste study that was done). The Chair said he was at the Selectmen's Meeting when the solid waste presentation was done and he was not sold on it.

The Director stated there will be \$40,000.00 requested for the Highway Capital Equipment Reserves.

The Chair asked what was being done about the office and roof at the town garage. Selectmen Jackson stated there is \$30,000.00 in the Town's building repair fund line that could be used to address this issue. The Town Manager stated this matter is at the top of her list.

The Chair suggested the director obtain separate quotes for the roof and for the office and this should be done as soon as possible. The Chair recommended that a professional be hired to do a plan for the work. The Town Manager stated they had previously had an RFP from CMA Engineers & David Laurin, but had to hold off due to other town issues. She hopes to move forward this calendar year.

Motion to Adjourn meeting was made by Bill Jackson with a second by Terry Rhoderick. The meeting adjourned at 8:55.

**\*AMENDMENTS\*: \$143,433.40 in Special Revolving Fund.**

**40 transfers lost no \_\_\_\_\_**

**Proposed construction on the EMS side of said building to enlarge office space, NOT to provide bunk area, per EMS Director.**