

**BUDGET WORK SESSION
DRAFT**

PRESENT: Larry M. Smith, Chairman; James Ziolkowski, Vice Chairman; Richard P. McDermott, Selectman; Lori A. Ruest, Town Administrator; Susan H. Ayer, Secretary

The Chairman called the meeting to order at 9:30 AM.

BUDGET 2017

L. Ruest provided the Board with draft information needed in order to review and consider budget items for 2017.

The Board reviewed each budget line by line as presented. Expenses to date include those paid through August 31.

Department heads identified increases and decreases. The Board of Selectmen adjusted some budget lines as well.

Agenda items were taken out of order as needed to accommodate time constraints.

Matters of note addressed during this review are included under each budget line:

TRICENTENNIAL COMMITTEE 4583

Committee Members David French and Ann Haggart were present to present their budget to the Selectmen.

Discussion took place over the requested amount of \$30,000 on line 390. A. Haggart addressed the Board to make the case that the Tricentennial Committee needs to raise a substantial amount of money in order to raise awareness of the upcoming Tricentennial celebration. She reported on research the committee had done into similar work done in surrounding towns.

Noting that the 2016 Warrant Article requesting funds failed, A. Haggart said that the committee feels very strongly that they need the support of the Selectmen in the form of budget funds. She said that the committee is working on fundraisers and grants, but needs upfront money for various aspects of fundraising and preparation.

Additionally, the committee would like to update the Town history, which was last done 100 years ago. There was a lengthy discussion about funding through the budget vs. a Warrant Article.

It was decided to strike the \$30,000 from the budget and gauge public interest at a Public Hearing on November 16. A. Haggart asked to be given until the November 16 meeting to prepare.

POLICE DEPARTMENT/ANIMAL CONTROL 4210/4413

Police Chief Robbie Dirsra and Lieutenant Ryan Venno were present to discuss the police budget with the Selectmen.

Of the total increase of \$25,220, the majority was identified as salaries (lines 110 and 120).

Additional 12 part-time patrol hours per week were added.

Animal Control remains the same.

PARKS AND RECREATION 4520

Recreation Commission Chairman Mark Lane was present to discuss the Parks and Recreation budget. The budget is level funded.

There was a lengthy discussion of non-budget items, events such as the Castleberry Fair and Arts on the Common. L. Ruest said there is a revolving fund created for Recreation purposes, and over the years sub-accounts have been created, such as for the summer camp. These accounts are meant to be self-

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supporting, and sometimes have money left over, sometimes not. L. Ruest said that the Director should submit all, though they are not part of the budget. L. Smith said he would like to see a spreadsheet of these funds all in one place.

M. Lane said he thinks there should be one account for extra money from any of these accounts, to be put in a fund with a purpose.

Offsetting revenues will be increased to \$4,300 to reflect anticipated revenue from use of playing fields fees for baseball and soccer programs.

HIGHWAY/STREET LIGHTS 4312/4316

The Road Agent reviewed the Highway budget with the Selectmen.

Under line 570, the striping/stop bars line was reduced from \$4,200 to \$1,000, as the work has been done. Tree/Limb removal was increased from \$7,500 to \$10,000, to allow for extra work due to the drought causing tree limbs to fall.

After a discussion of road work needs and increased costs, line 630, DOT Material, was increased from \$3,000 to \$6,000 pending more information.

FIRE DEPARTMENT/AMBULANCE/EMERGENCY MANAGEMENT 4215/4220/4290

Fire Chief Jay Lord reviewed this portion of the budget with the Selectmen, noting that there are increases across all three lines in personnel, lines 110 and 120.

The Fire Chief said he had added a second day for Fire Inspector Jon True, in part for him to be involved in the inspection process of the Avesta Housing project.

There was a discussion of how payroll is to be handled in this case.

There was no change to the Emergency Management budget.

PLANNING AND ZONING 4191

Planning Chairman Todd Santora was present, and noted that the budget remains the same aside from an increase to line 120 due to the Planning/Zoning Secretary working an additional 6-hour day, as well as to the step increase to her salary.

There was a lengthy discussion of who should provide administrative support to the Capital Improvement Committee, as the Town Administrator, who in the past has done this work, was not appointed to this year's committee. This issue will be addressed at a future Selectmen's meeting. T. Santora will be notified if the matter is added to an agenda.

CEMETERIES 4195

Cemetery Trustee Jonathan Bohm was present to answer questions about the cemetery budget.

Line 390 shows an increase for use in pruning and tree removal, but also to buy 12-14 new trees for Oak Lawn cemetery. Line 650 funds the purchase of the trees; line 390 provides funding for the planting, and line 630 includes the regular watering of the new trees.

GOVERNMENT BUILDINGS/INSURANCE 4194/4196

L. Ruest said she has changed this budget to show that all three government buildings are included.

On line 430, items discussed included:

- Floor refinishing, \$2,000 – this was removed, as it was decided this is not needed in 2017.

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- Heating/air ducts – the system at the museum building is very old and should be on the radar for replacement.
- Plumbing, septic tank, roofing, windows and doors – increases reflecting repairs that are needed and not budgeted for.

Cindy Wojcicki will be asked to obtain quotes for a furnace replacement, to help with budgeting.

Line 750 is for audio/video equipment for the Town Hall. This line may change if the work can be done in 2016.

CONSERVATION COMMISSION 4611

Line 100 may be reduced, as the Chairman does the administrative assistant duties at this time.

OTHER:

ROAD STRIPING

R. McDermott has obtained pricing for repainting the fog lines on Linden Road.

A walk-behind striper would cost \$2,500 to paint over the lines that cost \$1,100 to paint originally. It has been determined that paint can be found to match the road color.

J. Ziolkowski will look into using his equipment to do this job.

The meeting adjourned at 12:45 PM.