

**MINUTES OF THE SELECT BOARD AND ADVISORY BOARD
COMMITTEE BUDGET WORKSHOP**

6:30 p.m. October 20, 2015

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Present: Select Board Chairwoman Dennis, Selectman LaCourse, Selectman Bugbee, ABC Chairwoman Alice MacKinnon, Town Administrator Julie Glover, Cary Brown, Bill Henze, Pat Barbour, Randy Stevens, Roger Rice and Patricia Jenkins.

1. TA Glover begins the presentation for the 2015 tax rate setting. She states that right now we are at \$30.32 for a tax rate with 20,000 for overlay and \$2,586,827 in the fund balance. Chairwoman Dennis calls the meeting to order before there is any further discussion. TA Glover says that Treasurer Ben Genes still believes that the fund balance should not go below \$2 million. Selectman LaCourse would like to use \$400,000 to lower the tax rate and then apply some more to the CIP. TA Glover states that this most recent year the CIP deposits were \$195,000. Selectman Bugbee would like to take \$500,000 from the fund balance and bring the CIP levels back up to where they should be. Chairwoman Dennis is ok with meeting in the middle at \$450,000. That brings the tax rate down to \$29.25. Selectman LaCourse moves to apply \$450,000 from the unassigned fund balance to offset the 2015 tax rate. Selectman Bugbee, seconds. All in favor.

Motion Carries.

2. Cary Brown has done some investigating into available grant money and he feels that we may be missing out on some great opportunities. He saw pages of grants out there and he would like to see the Town find a way to go after these grants. He suggested finding some part-time dedicated effort. Selectman LaCourse does not think we have the personnel right now to do it. Mr. Brown thinks that there must be somebody that can do this. He points out that both the Fire Chief and Police Chief have done this. Chairwoman Dennis suggests setting aside some money for a grant writer. Selectman LaCourse agrees. Selectman Bugbee suggest advertising in the E-Crier for possibly finding someone in Town.
3. Chairwoman MacKinnon turns the meeting over to Randy Stevens for the Highway Department budget presentation. Mr. Stevens briefly goes through the pages of his hand outs. In his research he compared Lee to neighboring towns with regards to roads costs. This fleet is getting very old, but still in good shape. They are going to have to start thinking about replacing these trucks.
4. TA Glover states that in total they anticipate getting \$1,880,526 in revenues other than tax revenues. DRA tells us that we are getting \$107,391 from the highway grant and \$208,416 from Meals and Rooms.
5. Mr. Rice gives his presentation. TA Glover asks Roger Rice what the break is between MSW and Bulky Waste in terms of annual costs and is it the same tipping fee or does he pay separately for bulky waste disposal. Mr. Rice states that they pay the landfill for the MSW and the Construction and Debris goes to Errco. The tipping fee right now is \$81.85 for MSW billed to us and will drop in 2017 to about \$65. 1024 tons to landfill and 1029 tons to C & D. C & D is \$69. TA Glover reviews the actual tipping fees paid in the past four years, which indicates that the amount he is asking for in FY17 is too high. Selectman LaCourse asks about the electricity line. He has dropped it from \$9000 to \$5000. Are electricity costs going to drop that much in the future? Mr. Rice is looking to

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raise the salary of the one full-time employee by 9.7%. Selectman Bugbee suggests that Mr. Rice goes back to look at his electricity line along with looking at his MSW tonnages by month and recalculate what he would like to submit. Mr. Rice thinks that Lamprey has not billed him for every month and he is worried that they are going to figure it out and send a huge bill. Selectman Bugbee asks Mr. Rice to return on 11/3/15 with an update or revised budget and answers from Lamprey.

6. Patricia Jenkins gives a brief overview on the Heritage Commission's plans for the 250th. They are going to be bringing in the NH Colonial Brigade for the 15th, 16th and 17th of July. Their fee is \$500. They would also like them to speak to the school which would be an additional \$500. There is a concert band that they are speaking to that starts at \$800. They continue with their publications and historical documentation. The Heritage Commission has records that need archiving. Their records are located upstairs in Town Hall and in the Annex. When the storage container was moved, the Heritage Commission took their records out of there. Ms. Jenkins hands out a list of things that will be needed for record storage and archiving their records that Anne Jennison (the newest member to the Commission) has provided. Mr. Brown asks if the Library should be involved in this archiving and storage of this type of material. Ms. Jenkins states that this could be explored. Preservation and making copies accessible going forward are the two important issues according to Selectman Bugbee. TA Glover states that the Municipal Records Committee is waiting for the Heritage Commission to get back to them so they can finalize the policy. The Heritage Commission had asked for the documents that the Town does not need to keep forever but the Committee thinks that it would be reasonable to put some sort of time limit on how long they would hold on to them. The Heritage Commission member that has been asked to attend the Records Committee meetings has missed the last two meetings. TA Glover states that once the Heritage representative relays that information to the Committee then they can finalize the policy, bring it to the Board, and tell the departments to start going through their records. It will be very time consuming. The TA will recommend taking the money from the Building Maintenance CRF to pay for the records room furnishings. The Heritage Commission is not asking for any money in this year's budget presentation.

7. Selectwoman Dennis motions to adjourn. Selectman Bugbee, seconds. All in favor.

Minutes transcribed by:



Denise Duval, Town Secretary

Date

Minutes accepted by:



Carole Dennis, Select Board Chair



Alice MacKinnon, ABC Chair

~~NOV~~ NOV. 3, 2015

Date