

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

October 13, 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, Ruth Eifert.

1. Chairwoman Dennis calls the workshop to order and turns it over to Chairwoman Alice MacKinnon who turns the first presentation over to Ruth Eifert from the Library.

Ruth Eifert, Library Director, states that they are asking for a regular increase each year because the cost materials go up every year. They also gave the hosting of the catalogs over to a company instead of doing it themselves. It costs money to get people to come to programs at the Library. They do try to share the costs with other groups in town. They are looking for an additional \$995 in the budget. TA Glover adds that the quarterly payment should include everything that they pay the bill directly for. Ms. Eifert expects the same amount of revenue as in years past. Ms. Eifert has changed the Library Assistant position to Library Technician along with the salary. According to Ms. Eifert there hasn't been a wage study in some time. There is no Warrant Article forth coming.

2. Police Chief Tom Dronsfield states that there are some changes within the budget itself but no increase. He starts with an increase of \$700 to the Contract line item. It was overspent last year. Terminals are now within the cruisers to save time. Printing can be decreased by \$500. Dues run the same. Supplies needs to be increased by \$1000. This was overspent last year. \$4550 for copies, permits etc. is collected and goes back into the General Fund. Training was overspent last year; therefore, looking to increase by \$1000. Uniform line item has been overspent for a few years. Chief is looking to increase this line by \$1400. Equipment should be ok. Gas and oil was underspent last year, but with the extra officer he would like to keep it the same this year. Vehicle Repair was underspent last year, but since they did not get the new vehicle last year they had to put several thousand of repair money into the older vehicle. Three other vehicles will be over \$100,000 miles. The Bay Station is failing. They are working on a grant to pay half. Until that happens he is looking for an \$850 increase for Communications. Telephone has been overspent the last couple of years. All the computers were replaced last year. Should be good for 5 years. He is looking for an increase of \$1375.60 for the Telephone line item. In the past they have paid \$7133.33 to Tom Dunnington to do the prosecuting. Don Laliberte came back to patrol and Chief Dronsfield offered to pay Officer Laliberte \$3000 to take over prosecution in July 2015. Chief Dronsfield states that the accreditation program has turned into paper work and a fee. They have been in a self-assessment mode for a while now so he wants to take the \$4000 line item out of the budget. The department does not have a supervisor right now. He is in the process of making a corporal position and grooming someone to move up. Corporal is the same as master patrolman. The Department has to file each year in order to get the State taxes back on Mobil gas. Part-time officer wages will be coming out of Overtime. The balance of the budget is a decrease of \$1807.73. The PD will be presenting a Warrant Article for the new cruiser which will be for \$36, 200.00 plus the cost of the new equipment. They want to keep the same vehicles so the equipment can be passed down. Right now they have 5 cruisers. The 2014 Explorer has 41,000 miles, the 2013 Charger has 60,000 miles, the 2 2012 have 100,000 miles and the 2006 has 170,000 miles. Chief Dronsfield eliminated 2

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pick-ups and 1 motorcycle. They will start going back to City of Dover garage for service because cost is lower now that there is another officer on during the day.

Mr. Brown asks if we have cameras etc. in light of what happened in Ferguson. Chief Dronsfield is looking into all sorts of different safety and security equipment.

3. Selectman LaCourse wants to take the person out of the equation when looking at the CIP. He would like to discuss whether the Town should keep the Building Inspector vehicle or not. This car is not up for replacement until 2019. It has 80,000 miles. TA Glover adds that in FY16 no funds were put into the Town Buildings account. She thinks that the Board is going to have some hard decisions to make once they see the Town Center Committee report and the Master Plan Committee survey. She asks what the Board wants to do with the Town Buildings. Bob Smith and the CIP would like to collect data on all of the buildings in the town. TA Glover reminds everyone that there are still bonds in the CIP for the Library and Town Hall. There is a lengthy discussion as to whether the police cruiser should be in the operational budget or the CIP. Bob Smith states that if the department can justify an item then it goes into the CIP. They try to level it but it's only taken out by the Select Board. Money was taken out of the highway budget but the Board was talking about having to put money into new equipment soon. For example, the salt shed was put up in 1982 and will need to be replaced soon. Bob Smith says that his point is that the minute you don't put it in, you'll have to put it in twice down the road or push out the schedule. TA Glover asks the Board if they intend to replenish the CIP accounts that they left out last year or push their purchase dates out. Selectman LaCourse asks to be brought up to speed on what happened last year since he was not on the Board when this all happened. TA Glover reviews the CIP from last year. The Fire Equipment CRF was underfunded. Highway Equipment was reduced from \$40,000 to \$20,000. The original Library CRF for \$7000 was not funded. The \$100,000 for the Library Community Center was not voted in. Recreation which was funded \$10,000 the year prior was not funded. Roads and Bridges which was typically funded \$70,000 was funded \$40,000. Town Buildings which had been getting \$35,000 per year received nothing. The Transfer Station Equipment which received \$20,000 the year before received \$10,000. The total that the CIP received was \$195,000. Bob Smith states that the CIP is used to try to keep expenditures level. Selectman LaCourse thinks that all the monies that were taken out of the CIP last year need to be put back in to get back on track. TA Glover states that last year the Board did not use any of the unassigned fund balance to fund any of the CRF's. This would protect the tax rate from a big bump.

The group decides to start the CIP discussion with all the Department Heads on 12/1/2015 at 6:00 pm.

4. Selectwoman Dennis motions to adjourn. Selectman LaCourse, seconds. All in favor.

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Minutes transcribed by:



Denise Duval, Town Secretary

Date


Minutes accepted by:



Carole Dennis, Select Board Chair



Alice MacKinnon, ABC Chair



Date