

Lyndeborough NH

Budget Committee

December 2 2003

Minutes of meeting

Members present, Burton Reynolds, Don Guertin, James Button, Arnold Byam, Paul Martin Jr, Corey Cheever, Karen Grybko, Sel. Lorraine Strube, Walter Holland, Jennifer Howe. Excused, Steve Brown

Highway Dept.
Road Agent Mark Chase

Meeting opens at 7:45

Chairman Reynolds states the notices to Newspapers will be sent, to reflect the change in Departmental meetings.

Suggestion to make amendments to Nov. 25th minutes.

Changes are; Deletion of the words (budget approved) and to list each members name as to whether members are present or excused or a no show.

Discussion on wages, Mr Chase asks that he not receive the 3% wage increase for himself. Asked why, he stated that he was comfortable with the amount he is being paid at present.

Selectman, Loraine Strube thought that there should be some discussion between Selectmen's office and Mr Chase as to his cost of living increase.

Discussion on part time wages. \$9 - \$12 per hr is what the Dept. pays.

Discussion on overtime as to how the present formula works and when it was started. Road Agent \$24.00 x 150 hrs = \$3600

Asst Road Agent \$21.00 x 150 hrs = \$3100

Laborer #1 \$17.33 x 75 hrs = \$1299.75

Laborer #2 \$17.03 x 75 hrs = \$1277.25

Mr Chase stated that this formula was in place when he took office and presently works with Selectmen's office to set these rates.

Discussion on Phone and pagers, these have been split into their own line items this year. Costs are stable.

Discussion on contracted services and how the three items are broken down for cost. Mr Chase stated that Plow, sanding was \$5000, Road mowing \$5000, and equipment rentals \$5000 for a total of \$15,000

Discussion on heating fuel. Question, is \$2700 enough, new addition to highway garage is not being heated yet but at some point in the near future it will be. Sel. Strube suggested we increase this line item to reflect a \$500 increase. Was \$2700 now \$3200.

Discussion on 2 accounts, # 4311-01-430 Building maintenance & supplies And account # 4311-01-431 Building Renovations.

Question, What are the differences between the two and how do you keep track.

Answered, account #4311-01-430 is only for the general maintenance on the facility and account # 4311-01-431 was set up as a 3 year plan to do major building fixes, \$4000 per year for 3 years. The exterior of the facility needs to be parged with a stucco based product to seal cracks. Mr Chase stated that the building has had little if no maintenance over the last 12 years.

Question, When does this line item come off the budget.

Answer, This is the first year of a three year plan to fix the facility, 2006 it should be out of the budget.

Question was asked as to why, Plow blades, was over budget. Mr Chase explained that we had had a very hard winter, more so than the average year. Question as to how much chains cost and how many sets are used each season. Line item seems high due to the fact that prior years don't show spending the entire amount. 2002 \$3000. spent \$1777. 2003 \$2500, spent \$509. Mr Chase assures that he has yet to purchase all of what he needs.

Discussion on Vehicle Maintenance. Costs seem to be stable, upon asking Mr Chase as to why, it was stated that all of the equipment has a warranty and or extended warranty's and that most of the trucks and tractors are new and need fewer repairs as to what their was in years past when the equipment was much older. Mr Reynolds offered that the CIP has worked to put into place a CRF to replace equipment on a regular turn over basis so as not to be sitting on older equipment that in return will require more costly repairs as they age.

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Discussion on Paving and Block Grant money.

Mr Reynold presented a package to the Committee for review.

He is suggesting that there be a new line item (Paving) in the Highway budget. This fund would be used **only** for paving of roads, whereas we could free up money from the Block Grant to do more of the road improvements and reconstruction. Presently, Block Grant money is primarily spent on paving, leaving very little for other road projects. (Gravel, Road widening ext.)

Mr Reynolds explained that at some point by 2006 we should be able to have \$60,000 or so in this line item.(further discussion needed).

Total bottom line was changed from \$302,797 (to date) to Requested amount for 2004 of \$385,213.

Meeting adjourned at 9:32 pm

Respectfully Submitted, Clerk Corey B Cheever 11-25-03

