

**OFFICE OF SELECTMEN  
6 HOLLAND STREET  
PO BOX 139  
MOULTONBOROUGH, NH. 03254**

**Selectmen's Budget Workshop**

**December 18, 2009**

**MINUTES**

**Present:** Selectmen: Karel A. Crawford, Chair, Joel R. Mudgett, Vice Chair, Edward J. Charest, James F. Gray; Betsey L. Patten; Carter Terenzini, Town Administrator.

**Advisory Budget Members:** Jean Beadle, Ed Marudzinski, Allan Ballard.

The Chairman called the meeting to order at 10:12 a.m.

**Public Works:** Scott Kinmond reviewed the proposed roads program and the use of the Road Surface Management System's Pavement Condition Index (PCI) in developing his proposals. He also reviewed how the budget had been developed by taking the sum we were spending this year and adding to it the Highway Block Grant. This local tax levy amount would be increased some 3% each year. He said the main thing was he was trying to not let the PCI slip backwards, although even with this level of funding that might happen. He was also concerned that the specific listing of road projects in the Warrant article falsely led people to believe their road would absolutely be done when often the budget, at the time of final bidding, precludes that. The Administrator circulated some language that he hoped would address the Board's concerns to list specific projects while at the same time addressing Mr. Kinmond's concerns. The consensus was to add the language, and the street to the warrant article.

It was agreed that the Roads Public hearing would have three basic parts; (a) the RSMS/PCI system, (b) the proposed roads for the coming year, and (c) the modifying language from the warrant article. It was also agreed to add the increase of \$17,588 in state aid to the overall road budget.

Discussions then moved to the proposed equipment budget and the need for the various items versus how to most appropriately finance them. Mr. Kinmond said that one of the things that he was still in the formative stages of was re-examining the fleet schedule to see if it truly was the appropriate blend of equipment for the current tasks being handled within the consolidated Public Works Department. He pointed out that the backhoe needs \$22K minimum (pins, bushings, brakes) and we would still have the question marks on the life span of the engine and transmission. Mr. Kinmond spoke to the other issue regarding vehicles not in the Public Safety fleet, such as the Recreation and CEO vehicles. He spoke to the mini-van stow and go application as being common for Recreation uses (part cargo, part passenger depending upon the need of any given day), its uses as a pool vehicle and that the retired cruisers were often in poor condition (last year the trade in failed just as we were to trade it in and we actually had to have it towed to the dealer) and it simply was not the right vehicle for the application.

Ms. Crawford observed that we were facing several big items and wondered if we can push off something. Mr. Kinmond said there were many different financing options depending on where you want the budget to land. The TA reminded the Board that a lease must be a warrant article and if it failed (for instance if we were to use that financing tool for the backhoe) we would still need to tackle the required maintenance. He said that he and Mr. Kinmond would revisit the fleet schedule and needed

annual commitments to the Equipment Reserve Fund (as had been done with the Fire Department), revisit the issues and come back with a new proposal for 01/14.

Mr. Kinmond then moved to a review of the Cemetery fees which were substantially less than our neighbors (30%) and the average (50%). It was agreed that these were long overdue to be adjusted and were ripe for action (01/07).

Finally, the Board reviewed his memorandum relative to the types of street signs, who pays for those on private roads and who installs the same. By consensus it was agreed that we would: (a) not use the town logo; (b) stay with the color green; (c) label private roads as PVT; and install signage for private roads where they intersected with a public road. As to private roads we would provide associations and others access to the sign maker at our expense although they must pay for and install them. Mr. Kinmond will work with Public Safety staff to determine how we can try to require the placement of such signage and enforce that requirement (E911 regulations or ordinance) and refer the matter to the Planning Board for their possible inclusion in the subdivision regulations

The Chair declared a recess at 12:40 p.m. and reconvened the meeting at 1:10 p.m.

The TA distributed the lease on Red Hill Tower relative to maintenance requirements. Over the coming year the MFD and MDPW would be asked to look at it to determine what if anything we needed to do for inclusion in the FY 2011 budget. They reviewed the response from Recreation relative to the transportation account and learned that the \$3k increase was an entry error and it could be trimmed back. The response from the Assessor relating to the Computer Support and Services was reviewed and learned that a journal entry error reposting an error and a \$4k unresolved billing would likely address the apparent discrepancy in the expenditure year to date and budget request.

Heidi Davis distributed and reviewed projected revenues for the coming year. These would be revised and reviewed again on 01/14. The next portion of the work session being a personnel review, Ms. Patten moved and Seconded by Mr. Gray to enter Non-Public Session per RSA 91-A:3 II (a). Karel called for a roll call vote: Betsey L. Patten – Aye; James F. Gray – Aye; Edward J. Charest – Aye; Joel R. Mudgett - Aye; Karel A. Crawford- Aye. The Selectmen entered Non-Public Session at 1:35 p.m.

The Selectmen returned to Public Session at 3:10 p.m. having voted, by greater than 2/3 majority to seal the minutes, as divulgence of the information discussed would likely affect adversely the reputation of a person other than the members of the public body, and to keep such minutes sealed until, in the opinion of a majority of members, the aforesaid circumstances no longer apply.

Mr. Gray moved, Seconded by Mr. Charest to adjourn at 3:10 p.m. All were in favor.

Respectfully Submitted,

Approved: January 7, 2010

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Carter Terenzini, Town Administrator

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Karel C. Crawford, Chairman