

43 this issue as well. Lynne hopes to have better answers regarding what we will be required to do
44 prior to public hearing. Steve commented that the Board of Selectmen were uncomfortable with
45 only putting \$10,000 in the budget, not knowing what is coming. He would be hesitant to take it
46 out of the budget. Michael would like to do more research on it and maybe create a revolving
47 fund for that purpose. Lee agreed a separate fund is a good idea. Lynne said we are still in the
48 situation of not really knowing what our requirements are and what it will cost us. She added
49 that a revolving fund cannot be used for this purpose by RSA, but perhaps a Capital Reserve Fund
50 or Expendable Trust Fund can be. She will look at that. Lee asked if the money budgeted was
51 intended to cover fines if they are levied. Lynne said that the funds are for completing the actual
52 provisions of the permit, whatever they end up being. She went on to explain that any fines that
53 have been levied against other towns were for non-compliance and late filing fees. Sandown has
54 consistently filed on time and compliant so far, so we shouldn't be fined. Sue asked if any of the
55 funds in the 2017 budget will be spent this year for this purpose. Lynne said it depends on when
56 the grant work gets going. It is a matching grant and our portion will be \$2,400. Michael asked
57 why the supplies line is currently underspent. Lynne said she normally waits until the end of the
58 year to make some of those purchases, just in case something comes up. She still needs to
59 purchase a new printer and the supplies for the Deliberative Session. Steve made a **motion** to
60 move the Executive budget #4130-01 to the public hearing with gross expenses of \$277,232,
61 revenue of \$350, and net expenses of \$276,882. **Motion seconded** by Lorna. All voted in favor.
62 **Motion carried.**

63

64 **Government Buildings #4194**

65 Lynne presented this budget. She said she has been having a difficult time getting quotes from
66 anyone for building projects lately, so she is still working on some quotes. She is presenting a list
67 of projects that were requested by either the Board or by Department Heads. Some of these
68 items may be pulled out of the budget and put into separate warrant articles, or postponed until
69 next year. The Board of Selectmen put a place holder amount in the Building Maintenance line
70 for now at \$45,000. The list of projects includes the standard items such as pumping of septic
71 tanks, miscellaneous repairs, and lawn fertilization. Also included are special projects such as
72 paving the parking lot at town hall, renovate the kitchen into an office for the Town
73 Administrator, A/C units in the upper hall, A/C at the police station, repairs to fascia board at the
74 Depot, raise and repair foundation and sill at Depot, lights in parking lot at the Police Station,
75 lights/poles/sensors at the Transfer Station, roof at the Fire Station, repairs to Library steps and
76 handrails, and repair a drainage issue at the Library. Kitchen renovation: Lynne did a study of
77 the actual usage of the kitchen at the town hall over the last five years that showed it is normally
78 only used two or three times a year. Functions that need a full kitchen could be moved to the
79 Recreation Building. On a day-to-day basis, a small kitchenette with a small sink, microwave, and
80 small refrigerator could work. A/C in upper hall: Lynne has two quotes for a forced air system
81 and a mini-split heat pump system. The issue with the standard forced air system is that the
82 existing ductwork downstairs is not wrapped. Wrapping the existing ductwork could be costly
83 and difficult because of the lack of space to work around. A/C at Police Station: Chief Gordon
84 would like to have this considered this year. He will supply a quote to Lynne. Lights at Police

85 Station: The parking lot at the Police Station is not well lit away from the building. The parking
86 lot is often used as a location for divorced parents to transfer children and should be better lit.
87 Chief Gordon is getting quotes on this work. Lights at Transfer Station: Lynne is getting quotes
88 on changing out the street lights to something that has sensors or timers that are LED to be more
89 efficient and brighter. Roof at Fire Station: The half of the roof at the Fire Station that is
90 opposite the side of the town hall is having some curling issues. The roof is approximately 15 to
91 20 years old. The Board of Selectmen have talked about replacing only that one side, or doing
92 the whole roof for \$22,800. Train Depot facia board replacement: The quote is for \$800 for one
93 side of the building only. Each remaining side would be \$600 each. This is for gingerbread facia
94 boards to bring the building back to period detail. This work is part of the recommendations from
95 the J. Barrett property assessment report. Library repairs: The smaller repairs, such as the
96 handrails and the steps may be able to be completed this year instead, and then could come out
97 of the 2018 proposed budget. The Highway department will be doing the repairs to the drainage
98 issues around the bulkhead. The only additional expense will be for the supplies. Depot
99 foundation repairs: Quotes to raise and repair the foundation at the Depot are still being
100 collected. This work is also part of the assessment done on the building. This will probably be
101 put in a warrant article. Lynne expects perhaps costs in the range of \$25,000 to \$30,000. Both
102 Michael and Lee would like to see the train depot restoration projects be put in a warrant article
103 instead of in the operating budget. Town Hall parking lot paving: Lynne has two quotes for the
104 parking lot. One is to repair the existing paving for \$13,478. The other option for \$11,332 more
105 is to increase the parking area behind the town hall. Michael feels that since the parking lot
106 paving has already failed twice as a warrant article, it makes him nervous to put it in the operating
107 budget, especially with the raises given this year. Lynne state that it is an infrastructure item and
108 it is in bad condition and getting worse. Michael agreed that the repairs are a “need” item, but
109 increasing the parking lot is a “want”. Lee agreed. Lynne stated that additional parking is needed
110 during elections and events at the town hall, and when there is a fire call and the volunteer fire
111 personnel respond to the fire station. They need to park as close to the building as possible,
112 which ties up the parking lot for general business. Also, on a day-to-day basis, town hall
113 employees could park in the expanded section behind the town hall, freeing up spaces near the
114 building for the public. Lee questioned why some of the library items are in the Government
115 Buildings budget and some are included in the Library budget. Lynne explained that the
116 agreement with the library is that “studs in” is the Library’s responsibility and from “studs out” is
117 the Town’s responsibility. Lynne cautioned the Committee that they don’t need to make a
118 decision on this budget tonight, since the Board of Selectmen is still reviewing it. Lee feels that
119 the septic pumping, misc repairs, lawn fertilization, paving of the existing parking lot, lights at
120 Police and Transfer Station, roof at Fire Station, and the library handrails and drainage should be
121 done. That total is about \$42,850. He feels the A/C’s and the depot repairs and adding to the
122 town hall parking lot should go to warrant articles. He would also remove the kitchen renovation.
123 Michael agreed and stated that he would like to see if the Board of Selectmen can get some of
124 the projects done this year instead. Lynne added that the Board is also looking at adding a
125 generator to the town hall with this year’s funds, so she isn’t sure right now how much money
126 will be left over. Steve will take the Committee’s recommendations back to the Board of

127 Selectmen and discuss changes. Fran asked about the fluctuation in the alarm system fees. Lynne
128 explained that last year the alarm at the Police Station had not been budgeted and the Chief
129 found the funds in his Police budget. In 2018 it is being budgeted under Government Buildings.
130 Lee advised Lynne that the town could find cheaper alarm monitoring services and he will give
131 her some contacts. Sue asked about the uniform line since it has not been spent historically.
132 Lynne said that next year some uniform shirts will be purchased for the custodian. Lynne said
133 she would be happy to come back to the Committee with this budget anytime they wanted. The
134 Committee decided to have the Government Buildings budget reviewed again at the meeting
135 scheduled for December 13.

136

137 **Public Hearing Dates**

138 The Committee discussed possible dates for the public hearing. The consensus was Tuesday,
139 January 9, 2018 with a make-up date of the 10th. Lynne will check on availability and the last date
140 that warrant articles can be accepted.

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142 At 8:06, Michael adjourned the meeting.

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Minutes respectfully Submitted,

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Cheryl Eastman

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