

43 a separate attorney and takes many meetings. Lynne explained the town website has reached
44 it's end of life and there is an increase included to upgrade to a new format. The expenses in the
45 survey of town property line was for the appraisal of the Vilella property near the recreation
46 building at the beginning of 2018. The hiring costs line covers running background checks on new
47 employees and volunteer drives for SSATP. Ads are for any required notices or postings that need
48 to be printed in the newspaper, except for Planning Board and Zoning Board because they have
49 their own ad lines. The town report shows an increase because every three years we are required
50 to publish a full list of properties, which adds approximately 30 pages to the book. Dues are paid
51 to NHMA, which gives us training, employment hotline, and legal assistance, and NH Welfare
52 Officers Assoc, and NH Assessing Officials Assoc. Mileage shows an increase because now both
53 the custodian and the Buildings & Grounds Maintenance position use their personal vehicles to
54 go between the various town buildings. The Flowers/Goodwill line is used if an employee or
55 volunteer has a death in the family or purchasing meeting refreshments when we host the area
56 Selectmen's meeting. The Mosquito Control expenses fluctuate from year to year because some
57 years we need to spray if disease is discovered. If no disease is found, spraying is not done. This
58 year the school paid for the full cost of the spraying. The areas in town that are sprayed are the
59 two schools, Miller Field, and the Recreation fields. Fran asked why the payroll line is a 4%
60 increase when only 3% increases were approved. Lynne explained that in the past, the liability
61 amount for potential payment of unused sick time was never budgeted. We are now doing that
62 throughout the budget. Sue suggested looking at this budget again on December 19 instead of
63 holding it off until the public hearing. The committee agreed.

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65 **Government Buildings #4194**

66 Lynne presented this budget. This budget is not complete because she is still waiting on quotes
67 on several projects. She presented the list of requested projects and said the Board of Selectmen
68 still needs to narrow it down and decide if some will go to warrant articles instead of the
69 operating budget. Projects discussed were re-siding or painting of the town hall, repairs to the
70 front porch of the town hall, repairs to the parking lot, emergency lighting in the town hall, lines
71 repainted in the Library parking lot, repair railings and steps at the Library, new roto-phase units
72 for the new compactors at the transfer station, AC units for the Police station 2nd floor, new light
73 in the parking lot of the Police station. The station is used as a "safe haven" for divorced parents
74 to use to drop off/pick up their children and should be better lit. On the list also are blinds,
75 lockers, and floor mats for the PD. The Chief would also like to have loam and seed added on
76 one side of the building to prevent the new hot top being rolled over by the plow trucks. The
77 parking lot needs to be seal coated at a cost of \$500 for the back lot, or \$3,500 for the front and
78 back. Striping in the front lot needs to be redone and will cost \$750. Lynne said the wood floors
79 in the town hall meeting room should have a maintenance coat of sealer applied. Outside the
80 town hall, the walkway to the front door from the parking lot is starting to break up and needs
81 to be repaired. The uniform line will be spent this year because Lynne is ordering shirts for the
82 custodian. This budget will be reviewed again on December 19.

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85 Health Officer #4411

86 Ed Mencis presented this budget. He gave an overview of the duties of the Health Officer. He
87 explained that the water testing costs will increase because the State wants separate tests for
88 lead and copper. Currently they are included together in one test. Tom **made a motion** to accept
89 the Health Officer budget #4411 with gross expenses of \$4,232, revenue of zero, net expenses of
90 \$4,232, pending further review. **Motion seconded** by David. All voted in favor. **Motion carried.**

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92 Animal Control #4414

93 Chief Joe Gordon presented this budget. The first three lines of the budget (Payroll, PT Holiday,
94 PT Vacation) are contractual items from the CBA. The Vet Disposal line has been reduced because
95 they are not trying to save every animal like had been done in the past. Fran **made a motion** to
96 accept the Animal Control #4414 budget with gross expenses of \$14,600, revenue of \$500, net
97 expenses of \$14,100, pending further review. **Motion seconded** by Tom. All voted in favor.
98 **Motion carried.**

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100 Police #4210

101 Chief Joe Gordon presented this budget. David stated that he doesn't approve of the 3% raises
102 approved by the Board of Selectmen, but he understands the Police payroll line is contractual
103 and that is a battle that cannot be fought. Joe explained the new line for Unused Sick Time Payout
104 is to budget for the prior unfunded liability. He also explained the process of Special Details and
105 the Revolving Fund. All the lines from Additional Duties through Educational Incentive are
106 contractual items from the CBA. The Ammo line was reduced because they have some in surplus
107 from this year and they won't need to purchase as much next year. David questioned the
108 increase in the Equipment Maintenance line. Joe explained that we are under contact for the
109 records system software and the increase shows the increase in support fees. Steve asked how
110 many cruisers the town has. Joe reported that there are 5 cruisers. They get oil changes every
111 3,000 miles and new tires every 12,000 to 15,000 miles. The patrol cruisers do about 70,000
112 miles a year. Currently we are using a lease program for the cruisers because it is a smaller tax
113 burden than purchasing them. The uniform line is reduced because we will be fully staffed again
114 after this year, so there won't be a need for the big, initial costs to outfit a new officer. David
115 asked why only 34% of the budget for Equipment Purchases has been spent so far this year. Joe
116 said that the Board of Selectmen had just approved the purchase of new firearms, so that will be
117 spent. Sue stated that the almost \$14,000 in the revolving fund could be used to help fund a
118 default budget if necessary. Steve **made a motion** to accept the Police budget #4210 with gross
119 expenses of \$752,635, revenue of \$3,275, net expenses of \$749,360, pending further review.
120 **Motion seconded** by Fran. All voted in favor. **Motion carried.**

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122 The next meeting will be November 28, 2018. The budgets to be reviewed are Highway Facility,
123 Highway Operating, Sanitation Facility, Sanitation Operating, Sanitation Site, and Recycling. Sue
124 added a note to ask Artie Genualdo at that meeting about the roto-phase units from the
125 Government Buildings budget.

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127 At 7:55, Sue adjourned the meeting.
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Minutes respectfully submitted by

Cheryl Eastman

These Minutes are subject to approval at a regularly scheduled Budget Committee meeting at which time the above minutes are corrected or accepted and become permanent.