

Present: James Fadden Jr, Roberta Vigneault, Charyl Reardon, Steve Tower, Chad Morris, and Emily Clark

Call to order at 5:35pm by Roberta

Approve Minutes from December 6, 2017

Motion made by Charyl

Seconded by Steve

Approved Unanimously

Review Corrected Water Budget

The Corrected Water Budget proposed budget of \$483,078 in a \$20,820 increase over 2017.

No Discussion

Review of Budgets:

4130 – Executive

Presented by Judy Welch

The Executive proposed budget of \$130,996 is a \$9,951 increase over 2017.

Discussion:

Payroll increased was the only change. Roberta asked about the difference. Still have two payroll periods in the year.

4240 – Town Clerk

Presented by Judy Welch

The Town Clerk proposed budget of \$42,000 is an \$11,000 increase over 2017.

Discussion:

There was only one election last year. This year there will be three. Roberta asked why it is still expensive even with the new machine. It depends on number of names for printing and trainings. We did purchase a back-up machine. You cannot use both at the same time. Credit card machine will be put into effect this spring used to pay for taxes, registrations, etc.... The website is ready for it, just needed to make arrangements with local banks.

4150 – Financial Administration

Presented by Judy Welch

The Financial Administration proposed budget of \$107,075 is a \$23,604 decrease over 2017.

Discussion:

The only change is maintenance. This year the server went down during an update. We are looking to change to an offsite server. We are also moving toward electronic filing. Remaining money will mostly be gone since many bills are end of year.

4153 – Legal

Presented by Judy Welch

The Legal proposed budget of \$36,500 is the same as 2017.

Discussion:

It is the same as last year.

4155 – Personnel Administration

Presented by Judy Welch

The Personnel Administration proposed budget of \$582,351 is a \$29,025 increase over 2017.

Discussion:

These changes are due to salary increases and an additional employee. A cushion was built in for possible future health and dental insurance increases. Health insurance went down and dental went up 2% for the first time in 10 years. The remaining money will be paid out in December and January.

4194 – Town Buildings

Presented by Judy Welch

The Town Buildings proposed budget of \$115,106 is a \$20,680 increase over 2017.

Discussion:

Charyl asked why the electric bill went down. Judy is unsure. Money set aside for new signage for town hall, police department and the Tax Collector's window. Electric and heat bills will not be paid in full until the end of the year. We are looking to improve the air-conditioning unit. The current system has a great need for maintenance. Charyl asked if there was a reserve fund for the town buildings. That money is earmarked for roofs.

4196 – Insurance

Presented by Judy Welch

The Insurance proposed budget of \$35,028 is a \$1,151 increase over 2017.

Discussion:

This is the quoted price by Primex. This includes the new vehicles as well as everything else.

4197 – Advertising

Presented by Judy Welch

The Advertising proposed budget of \$750 is the same as 2017.

Discussion:

Cost to be a member of the Chamber of Commerce.

4199 – Contingency

Presented by Judy Welch

The Contingency proposed budget of \$57,000 is the same as 2017.

Discussion:

The remaining money is encumbered for the cost due to Fairpoint. Fairpoint took many towns to court to be reimbursed for the costs they outlaid for costs (plus interest) of right of way and poles.

4299 – Other Public Safety

Presented by Judy Welch

The Other Public Safety proposed budget of \$66,500 is a \$14,000 increase over 2017.

Discussion:

These are our phone calls to Grafton Country. Our calls are up. Their calendar is fiscal not annual, so there is some estimating involved. Also used for special duties for national forest services...ex/ Elbow Pond.

4316 – Street Lights

Presented by Judy Welch

The Street Lights proposed budget of \$23,000 is a \$4,360 decrease over 2017.

Discussion:

Judy is unsure why the cost is down. She believes that it might relates to the new LED lights. There is one more bill in our fiscal year.

4411 - 4445 – Health and Welfare Administration

Presented by Judy Welch

The Health and Welfare Administration proposed budget of \$35,252 is a \$1,263 increase over 2017.

Discussion:

Everything is the same except for: Transport central went down. The bridge project has been added to welfare. \$1,000 each year to support the life coach that supports families in the community. Another change was AP was added because the homeless shelters are full. Helps support when we send out money to community members in need. Chad asked about direct assistance. Judy believes we will still need that cost.

4583 – Patriotic Purposes

Presented by Judy Welch

The Patriotic Purposes proposed budget of \$10,500 is a \$1,000 decrease over 2017.

Discussion:

Fireworks are down. A new company has been hired. Lincoln and Woodstock split the cost.

4651 – Economic Development

Presented by Judy Welch

The Economic Development proposed budget of \$2,000 is the same as 2017.

Discussion:

Same as last year.

4711 - 4723 – Principal, Interest, Debt

Presented by Judy Welch

The Principal, Interest, Debt proposed budget of \$40,632 is the same as 2017.

Discussion:

The ladder truck will be paid for in July 2018. Roberta asked about TANS/BANS. Jim explained that they are tax and participation notes.

Draft Budgets from Lincoln:

Charyl asked about the highlighted portions...Judy said they are changes from the last round of budgets. We may want to ask about the increase in the Solid Waste Disposal budget. The \$4000 was added since the last round. We asked about the roof replacement at the Community Center. Joel explained that he believes that number might be high. We should ask at the joint meeting. Charyl asked if we can ask for the bids. Jim and

Joel said yes. It will be asphalt again. Joel said we did request the bids but we have not received them yet. Jim stated that we do not have a reserve fund for this additional cost. We do have one for the solid waste plant work. Perhaps in the future we need to establish a capital reserve fund.

Other Discussion:

Jim shared that there are other buildings that we need to think about. For example the old fire station. Clean it out, address the safety issues, the front door, sills, siding, etc.... and make better use of the space. Eventually we would like to make improvements in the town building as well. Currently we are working toward crafting a multi-year plan including ADA bathrooms, sprinkler system...etc....

Steve asked about the purpose of the old fire station. It is being used for storage.

Charyl asked about the grant related to the Community Center.

Next Meeting:

Wednesday, January 10th at 5:30pm

Review Budget Worksheet

Review Draft Budgets from Lincoln

Adjournment at 6:30pm

Motion made by Steve

Seconded by Charyl

Approved Unanimously

*Respectfully Submitted,
Emily Clark, Budget Committee Secretary*



Roberta Vigneault, Chairperson

Date 1/10/18