

Municipal Budget Committee

Meeting Minutes

November 21, 2006, 6:30 P.M.

Corner Meeting House

Chairman Ron Mitchell called the meeting to order at 6:32 p.m. Also present were Committee members Albert Akerstrom, David Morse, Mark Roberts, Ken Ellis, Linda Frawley, Ken Knowlton, Cherie Willoughby, Gary Flack and Rich Fournier. Others in attendance were Selectman Ron Cormier, Town Administrator K. Jeanne Beaudin, Receptionist Sharill Conley, Town Planner Candace Daigle, Public Works Superintendent Bob Bennett, Highway Supervisor Jim Fortin, Keith Pratt and Daniel Rochette with Underwood Engineers, Inc., Ray Carbone with The Laconia Daily Sun, Amy with The Citizen, Brooks Payette of the Winnisquam Echo and Elson Moody.

Minutes

Chairman Mitchell moved to accept the minutes of the November 14, 2006 meeting as written. Mark Roberts seconded; the motion passed unanimously.

Underwood Engineers, Inc.

Keith Pratt, a representative for Underwood Engineers, Inc. presented to the Budget Committee a Prioritized Repair Plan Summary and a Supplemental Budget Information booklet prior to the meeting for the Town of Belmont road maintenance project.

Keith then presented through a Power Point presentation an engineered approach to a 20-year Capital Improvement Plan for the Town of Belmont.

The objective is to develop and provide the Town of Belmont with a detailed 20-year C.I.P., which is divided into short-term and long-term recommendations. Included with the short-term recommendations is a detailed repair priority list (repair schedule) covering a 5-year period. Long-term recommendations will also be made on repair strategies for the following fifteen years. The long-term plan will show Capital improvements only. To accomplish this, Underwood Engineers, Inc. (UEI) completed field survey inspections, subsurface investigations, and data reduction and analysis. The primary objectives of this project are to:

- Develop a detailed short-term (five year) C.I.P. giving repair strategies and priorities that are cost-effective and appropriate for the Town of Belmont.
- Provide the Town with an extended 15-year (20 years total) planning approach for future Capital improvements.

- Identify appropriate budgets for road maintenance and capital projects along with operations.

Ken Knowlton asked Keith if he could work up figures to show the cost per foot for a gravel road vs. a paved road relative to maintenance. Keith mentioned that the information provided to the Budget Committee was to show balance to provide ride ability on the roads and a plan that will work for the Town over 20 years and would work up those costs for the Budget Committee.

Chairman Mitchell suggested to the Committee that they read through the reports to have a better understanding of the budget summary presented by Underwood Engineers, Inc.

Highway Department

Town Administrator Jeanne Beaudin noted an error on line 01-4311-290 which the Board of Selectmen's recommended amount should be \$600 and on line 01-4311-390 recommended amount should be \$1,600.

Public Works Superintendent Bob Bennett reviewed his budget request stating that an overall 4% increase is included due to salary increases under present Union Contract. Though some monies were carried over from last year, Bob stated that they had to make budget requests for worst-case scenario due to New Hampshire weather's unpredictability. It was stated that last year's winter was mild, which saved on overtime. Bob also mentioned that they are at full staff. A request to purchase the Excavator was also made.

Linda Frawley asked Bob his opinion of the Underwood Engineers survey. Bob commented that he agreed with the survey because it proved profitable to know which roads are up to standard and which are not. Bob mentioned that the Town staff would not be doing the roadwork and would bid out the job, but would be able to help with the shoulder work and possibly ditch work.

Ken Ellis moved budget items 01-4311-101 to 01-4311-505, Ken Knowlton seconded.

Town Administrator Jeanne Beaudin explained that the increase in the electricity budget was due budgeted vs. actual expense. She noted that the garage is fairly new and would probably meet energy efficient standards.

With no further discussion, Chairman Mitchell called for a vote; the vote was unanimous in favor; the motion passed.

Ken Knowlton moved budget items 01-4312-101 to 01-4312-140, Ken Ellis seconded.

Town Administrator Jeanne Beaudin commented that we are on the final year of the Union Contract (2007). Linda Frawley asked how many members are Union contracted. Town Administrator stated there are approximately 35 Union members, some paying dues and some not. She also stated the Union has not petitioned to include the Building and Ground Maintenance position in the bargaining unit.

Selectman Ron Cormier commented line 01-4312-861 was increased \$11,500 by the Board of Selectmen because it was suggested that a single yellow line be painted on the roads. Something Bob had not calculated into his budget.

With much discussion about the yellow lines being painted, Ken Knowlton moved to amend budget line 01-4312-861 to \$3,500; Dave Morse seconded. All in favor were Cherie Willoughby, Dave Morse, Linda Frawley, Rich Fournier, and Ken Knowlton. All against were Selectman Ron Cormier, Gary Flack, Ken Ellis, Chairman Ron Mitchell, Albert Akerstrom, and Mark Roberts. Amendment fails.

With no further discussion, Chairman Mitchell called for a vote; the vote was in favor, the motion passed. Rich Fournier and Linda Frawley voted no.

Ken Knowlton moved budget items 01-4312-141 to 01-4312-505, Ken Ellis seconded.

With no further discussion, Chairman Mitchell called for a vote; the vote was unanimous in favor; the motion passed.

Ken Knowlton moved budget items 01-4312-707 to 01-4312-871, Dave Morse seconded.

Albert Akerstrom asked Bob if the budgeted amount of \$5,000 was sufficient for tires and Bob commented that it was.

Ken Knowlton moved budget items 01-4312-872 to 01-4312-890, Rich Fournier seconded.

Rich Fournier asked why a budget of \$20,000 was requested when we have our own Gravel Pit. Bob answered explaining that money was needed in order to crush the gravel.

With no further discussion, Chairman Mitchell called for a vote; the vote was unanimous in favor; the motion passed.

Ken Knowlton moved budget items 01-4312-892 to 01-4312-999, Ken Ellis seconded.

With no further discussion, Chairman Mitchell called for a vote; the vote was unanimous in favor; the motion passed.

Chairman Mitchell addressed Selectman Ron Cormier regarding Mile Hill Road from the 4-H fairgrounds to Dutile Road. He inquired why it couldn't be closed off except for special events. Bob Bennett stated that the road was closed from December 10 – April 10 and no maintenance is done throughout the winter. Town Planner Candace Daigle stated any changes to be made or requested would have to be done at the Town Meeting.

Highway Block Grant

Town Administrator Jeanne Beaudin explained that letters were not received from the DOT and that they are expected soon. She stated she spoke with someone at the DOT and they anticipate the same budget as last year around \$161,000. Discussion followed regarding the Route 3 water line relocation replacement project; noting that approximately \$350,000 would be borrowed and that the bond would be paid by water users.

Ken Ellis moved budget item 01-4902-205, Mark Roberts seconded.

Bob explained that the rental money would be applied to the purchase of the Excavator.

With no further discussion, Chairman Mitchell called for a vote; the vote was unanimous in favor; the motion passed.

Ken Knowlton moved budget items 01-4915-003, 01-4915-004, 01-4915-200, 01-4915-201, 01-4915-202, and 01-4915-205, Mark Roberts seconded.

Town Planner Candace Daigle addressed questions regarding sidewalks. The Town is fully funded for the Concord Street location, however, at the Public Hearing held in 2005; residents requested that the Town consider constructing the sidewalk on the other side of Concord Street. Another hearing is pending and projected construction must be done by 2009. A request for funding in 2007 also includes continued engineering for Church Hill and the section of Route 140 from the intersection with Route 106 to the church. Candace noted that \$13,000 had been spent to date on engineering.

With no further discussion, Chairman Mitchell called for a vote; the vote was unanimous in favor; the motion passed.

Next Meeting Date

The committee will meet next Tuesday, November 28, 2006, at 6:30 p.m. at Corner Meeting House.

Adjournment

Chairman Mitchell noted that Norma Patten had asked to be excused due to illness.

Chairman Mitchell motioned to adjourn; Albert Akerstrom seconded the motion, the meeting adjourned at 8:43 p.m.

Approved:

Chairman Ronald Mitchell

Gary Flack

Ronald Cormier, Selectman

Cherie Willoughby

Kenneth Knowlton

Ken Ellis

Norma Patten

Linda Frawley

David Morse

Mark Roberts

Rich Fournier

Albert Akerstrom

Submitted by:
Sharill Conley

Date: _____