

Selectmen's Meeting Minutes

October 19, 2005, 4:30 p.m.

Corner Meeting House

Chairman Brian Watterson called the meeting to order at 4:30 p.m., also present were Selectman Reginald Caldwell, Selectman Ronald Cormier, Jr., Town Administrator K. Jeanne Beaudin, Administrative Assistant Cary Lagace, Water Department Manager David McLelland, Public Works Director Bob Bennett, Town Planner Candace Daigle, Deputy Fire Chief James Davis, Sewer Commissioners Richard Fournier & Bruce Arey, Library Trustee David Morse, Librarian Jackie Gardner, and Ray Carbone with the Daily Sun.

Those present stood for the Pledge of Allegiance.

Budget Work Session

Water

Water Department Manager David McLelland was present to review the Water Department budget with the Board. David explained that the Water Department budget saw very little changes primarily some line items were changed to better reflect their actual use. The offsetting revenues and the public hearing to be held for the water regulation changes were noted.

There was discussion regarding the replacement of water meters and David noted he hoped with the hiring of a part-time summer helper to have the balance of the meters changed out by the end of the summer. He indicated that the part-time help would also assist with locating curb stops and exercising gate valves.

Selectman Caldwell moved to approve line items 4331-101 through 999 \$161,933 as proposed. Selectman Cormier seconded the motion and the motion passed unanimously.

Sewer

Sewer Commissioners Richard Fournier and Bruce Arey were present to discuss the Sewer Department budget with the Board. Rich noted there is little change to the budget with an approximately 1.5% increase.

Selectman Caldwell moved to approve line items 4321-101 through 888 \$241,122 as proposed. Selectman Cormier seconded the motion and the motion passed unanimously.

Library

Library Trustee David Morse and Librarian Jackie Gardner reviewed the Library budget with the Board. David explained that at the last Board of Selectmen's meeting there were unexpended funds that the Board wanted more explanation for. Since that meeting they have looked at accounting and process changes that will better track their expenses and spending. David noted that the excess funds that the Library received were in 2004 so in order to correct the problem of the large unexpended fund amounts they have reduced their General Expense request for this budget process to \$14,800.

Selectman Caldwell moved to approve line item 4550-101 through 999 \$76,580 as revised. Selectman Cormier seconded the motion and the motion passed unanimously.

Highway Department Capital

There was discussion regarding the recent accident that involved a Highway Department dump truck and how it would affect the budget. Town Administrator Beaudin advised that the Board is authorized to expend from the heavy equipment capital reserve if necessary. Some of the expense will be covered by insurance however, not all of it will be.

Discussion followed regarding a plow replacement and lawn care and snow removal equipment. Bob noted the replacement plow is to be a 10' plow on the Ford truck and the lawn care and snow removal equipment is for the part-time hire to do the maintenance for Town property.

Selectman Caldwell moved to approve line items 4902-201 & 202 \$13,500 as proposed. Selectman Cormier seconded the motion and the motion passed unanimously,

Bob explained his request for an addition to the salt shed is for storage of sanding equipment. It will be a roof and two walls.

Selectman Caldwell moved to approve line item 4903-203 \$4,000 as proposed. Selectman Cormier seconded the motion and the motion passed unanimously.

The Board of Selectmen discussed at length the proposed purchase of a rubber tired excavator for the Highway Department. Public Works Director Bob Bennett explained that he would like to purchase two excavators; one smaller rubber clefted, and the larger rubber tired unit. He explained that the Town has been provided with lease/purchase options, which would spread the cost of the two units over a five-year period. Town Administrator Beaudin explained that the figure in the budget represents the lease/purchase option on the two units combined. A lengthy discussion followed with pros and cons on both sides. Selectman Cormier expressed concern with the funding method and suggested purchasing one of the units and possibly leasing the other. Bob suggested that the Selectmen view the smaller unit in action next week while the Town has the unit on a rental. The Board agreed and will take the excavator up at a later date.

Discussion followed regarding the Road Construction, Repair and Maintenance line; Town Administrator Beaudin noted that she recommends placing the requested \$180,000 in Capital Reserve this coming year. This will maintain the funding level and allow time for the Road Management program to be completed and recommendations reviewed by the Town. The Board asked Bob if there were any roads he felt should be worked on in 2006, and he asked to reserve judgment until the work is completed by Underwood. He agreed that as long as he could access the funds if needed, that placing them in Capital Reserve made sense.

Selectman Cormier suggested reducing the line item to \$130,000, which would allow funding of the Road Management Program without increasing the total request for roads.

Selectman Cormier moved to reduce line item 4909-201 to -0- and to create a new Capital Reserve account for the purpose of Road Construction, Repair and Maintenance, with an appropriation request of \$130,000. Selectman Caldwell seconded the motion and the motion passed unanimously.

Discussion followed regarding the Road Management Program and how it will assist eventually in the Road Inventory program. Town Administrator Beaudin explained the proposal from Underwood, noting that it will assist the board in the future in prioritizing road repairs and reconstruction projects. It was noted that the Board intends to contract much of the reconstruction work in the future, and this will assist in preparing the necessary engineered plans for such work.

Selectman Caldwell moved to approve line item 4909-202 \$51,300 as proposed. Selectman Cormier seconded the motion and the motion passed unanimously.

Bob explained the request for \$40,000 in the Heavy Equipment capital reserve account is inline with the Capital Improvement Plan.

Selectman Caldwell moved to approve line item 4915-003 \$40,000 as proposed. Selectman Cormier seconded the motion and the motion passed unanimously.

Line Item 4915-201 Drainage Project funds, Town Administrator Beaudin noted that the original amount of this account was \$60,000 for Concord Street and other projects. The following year \$10,000 was requested to maintain that balance. Bob would like to maintain that \$60,000 balance however some of the funds have been used recently and the current balance needs to be determined before deciding on a final request amount.

Bob explained to the Board that his request for bridge repair has remained the same. He has been notified that the Shaker Road bridge will require some repair.

Selectman Caldwell moved to approve line item 4915-202 \$25,000 as proposed. Selectman Cormier seconded the motion and the motion passed unanimously.

Land Use Capital

Town Planner Candace Daigle was present to discuss the Planning Board capital request for Economic Development Initiative. Candace explained that this is part of the Master Plan update. The Planning Boards to do list includes an Economic Development chapter to be developed by these funds.

Selectman Caldwell moved to approve line item 4909-301 \$20,000 as proposed. Selectman Cormier seconded the motion.

There was further discussion with David Morse regarding the status of the Economic Development reserve account and perhaps that could be used for this purpose. Town Administrator Beaudin advised that the account has been used for engineering studies and the exact balance she would get from the Town Accountant. Candace noted that this is a Planning Board request and may be transferred for other use.

Selectman Caldwell withdrew the motion and Selectman Cormier withdrew his second of that motion to allow time to get the balance of the Economic Development account.

Library Capital

David Morse explained the capital request for Misc. Building Improvements is going to be used to refinish the chairs at the Library and repaint the exterior trim of the building.

Selectman Caldwell moved to approve line item 4903-001 \$9,500 as proposed. Selectman Cormier seconded the motion and the motion passed unanimously.

David explained the Library's request for \$50,000 for Library Building Improvements is for the planning and development of an addition to the Library as has been requested for several years. David noted his frustration with Board cutting their request each year.

Selectman Caldwell moved to amend line item 4915-050 to \$25,000. Selectman Cormier seconded the motion.

David Morse expressed his displeasure with the Boards quick decision to again reduce the requested amount. It was noted that the Library reserve account balance is currently \$128,000. Selectman Cormier explained that the Board is faced with looking at many capital projects over the next couple of years and need to find a balance for them all.

Chairman Watterson called for a vote; the vote was unanimous to reduce line item 4915-050 to \$25,000.

Next Meeting

The next meeting was set for October 25, 2005 at 3:00 p.m. at the Corner Meeting House for a Budget Work Session.

Adjournment

The meeting adjourned at 6:50 p.m.

Brian Watterson, Chairman

Reginald Caldwell

Ronald Cormier, Jr.