

APPROVED

Town of Gilmanton
Budget Committee Meeting
Wednesday, October 5, 2011
7:00 P.M. – Gilmanton I.W. Town Hall

Members present: Chairman Stan Bean, Frank Bosiak, Mark Sawyer, Michael Hatch, Rich Bakos, Israel Willard, Ralph Lavin and Frank Gianni.

Unable to attend: Steven Latici and Brian Forst

Others present: Superintendent John A. Fauci, Business Administrator Donna Clairmont, Town Administrator Timothy Warren and recording clerk Rachel Hatch.

Stan Bean called the meeting to order at 7:00 p.m. Confirmation was given that the meeting had been posted September 27, 2011 in accordance with RSA 91-A.

Approval of Meeting Minutes

March 24, 2011 Meeting Minutes

Budget Committee members reviewed the meeting minutes of March 24, 2011.

Frank Bosiak made the motion to approve the drafted meeting minutes of March 24, 2011. The motion was seconded by Michael Hatch and unanimously approved.

August 18, 2011 Meeting Minutes

Budget Committee members reviewed the meeting minutes of August 18, 2011.

Israel Willard questioned whether or not Brian Forst was in attendance at the August 18th meeting as his name was not among those in attendance or absent. Rachel Hatch looked back on her notes and indicated that Mr. Forst had come in late and that she would add his name under the attendance list on the meeting minutes.

On a motion made by Israel Willard, seconded by Frank Bosiak, the drafted meeting minutes of August 18, 2011 were approved with the amendment.

Discussion Regarding the Town Budget and School District Budget Formats

Stan Bean stated that the school district budget will have a column that will indicate that the school board has recommended and what the budget committee has recommended.

Town Administrator Timothy Warren stated that the Town budget has a column for the department head recommendation, the board of selectmen recommendation and the budget committee recommendation.

Discussion followed with regard to the budget committee's previous frustration with receiving the town budget as a whole and then receiving amended individual department head budgeted at the individual department head presentations. Stan Bean requested that the end of the year final budget/expenditure report be given to the budget committee at the end of January. He recommended that the town present their whole budget when it is due to the budget committee rather than bringing amended department head budgets at their individual presentations.

Israel Willard inquired where the outline of the expended funds out of the capital reserve funds at the end of the budget year can be found? Business Administrator Donna Clairmont stated that the expenditures are shown on the report to the Department of Education. These figures are shown as a result of the trustee of trust funds expenditure spreadsheet at the end of the year.

Report from the CIP Representatives

Chairman Bean went through the individual capital improvement plan sheets that had been drafted as a result of the budget committee CIP representatives meeting with their individual department heads.

Town Government

Leave the \$32,000 earmarked funds for each year to fund the 2014 town assessment in the amount of \$200,000.

Recycling Facility

Frank Gianni stated that the compactor will need to be replaced in 2015 rather than 2023 as originally scheduled. He stated that a capital reserve fund needs to be established for the replacement of the glass crusher. The anticipated cost is \$40,000. Regarding the overhead doors replacement, lower the earmarking of \$8,000 per year to \$3,000 per year; however, there is no capital reserve fund in place for this replacement. Rich Bakos inquired whether leasing would be better than purchasing. Further discussion will ensue in the future regarding the possibility of leasing versus purchasing recycling facility equipment.

Police Department

Remains the same as currently listed.

Highway Department

Two item costs have changed; The six-wheel dump truck replacement was at a cost of \$110,000; it is now estimated at \$125,000. The replacement of the one-ton replacement in 2019 was \$64,000 and is now estimated to be at \$105,000.

Fire Department

One fire truck and one ambulance is due to be replaced in 2012. The total balance in the Fire Engine Capital Reserve Account is \$94,000, while the Ambulance Account is \$54,000. These reserves were established five years ago with an earmarked amount of \$250,000. That amount is now estimated to be \$500,000. The suggestion was made to add funds in these two accounts this year and next year and then consider a lease with option to purchase for both vehicles. Mark Sawyer stated that there are low interests rates offered for leasing with option to purchase these vehicles.

Parks & Recreation Department

Remains the same as currently listed.

School District

A \$3,000 increase in the replacement of the 1978 leach field. It was noted that the 1978 leach field is still in proper working order and that the 1997 leach field was the one that had to be replaced two years ago. Some attribute the longevity of the leach field by regular cleaning of the grease traps, converting all of the automatic bathroom toilet

flushers to manual flushers, having the system pumped out on a regular basis, etc.

The cost to replace the 1966 roof was \$83,000. The 1997 wing roof has as much roof area as the 1966 wing and 1978 wing combined. Superintendent Fauci estimates a cost of \$200,000 indicating that it will be expensive to remove all of the stones off of the roof.

Israel Willard indicated that, regarding the tractor replacement, a more industrial tractor should be looked into in the future. He recommended a few budget committee members meeting with the facility manager to price out more efficient and economical industrial tractors that could handle the work that is needed at the school. He suggested meeting with the facility manager and with Frank Bosiak and Brian Forst in the future to discuss the tractor needs of the school and price out sufficient equipment for the future tractor replacement slated for 2017.

Adjournment

Israel Willard made the motion to adjourn the meeting at 8:20 p.m. The motion was seconded by Michael Hatch and unanimously voted in the affirmative.

Respectfully,

Rachel Hatch,
Recording Clerk