

APPROVED

Town of Gilmanton
Budget Committee Work Session
Thursday, November 19 2009
7:00 P.M. – Gilmanton I.W. Town Hall

Members present: Stan Bean, Frank Bosiak, Mark Sawyer, Michael Hatch, Betty Ann Abbott and Tom Farley. Brian Forst was absent.

Those who needed not to attend were Steven Latici, Robert Potter, Sr. and Dana Twombly

Others present: Recording clerk Rachel Hatch.

Stan Bean called the work session to order at 7:00 p.m. It was noted that this work session is for the capital reserve funds sub-committees as follows:

Selectmen’s Office/Recycling Facility	Betty Ann Abbott
Fire Department	Mark Sawyer
Highway Department	Frank Bosiak
Police Department	Stan Bean
School District	Michael Hatch
Non-Capital Reserve Funds	Brian Forst

Confirmation was given that this meeting had been duly posted on October 23, 2009 pursuant to RSA 91-A.

Selectmen’s Office/Recycling Facility

Betty Ann Abbott indicated that the Board of Selectmen had reviewed all of the capital reserve funds for the town at the last Selectmen’s meeting. She indicated that she was unsure of the process with reviewing the twenty year replacement projection spreadsheet. She indicated that Town Administrator Timothy Warren stated that the spreadsheet and the cost analysis sheet had not been formerly reviewed but that the capital reserves relating to the Selectmen’s office and the Recycling Facility were discussed during the budget presentation for both departments. Ms. Abbott stated that she will seek further clarification from the town administrator and report back to the Budget Committee.

Police Department

Frank Bosiak stated that he had met with Police Chief Phil O’Brien to review the Police Department’s capital reserve funds. Mr. Bosiak indicated that \$20,000 was earmarked to be placed in the capital reserve fund in 2010 for the purchase of a new cruiser in 2011. Since a new cruiser was purchased the previous year, the next vehicle scheduled to be replaced is the SUV in the year 2014. Mr. Bosiak stated that Chief O’Brien requested a new capital reserve account for the replacement of radios and recommended placing

\$1,500.00 in this new account. Chief O'Brien indicated that the estimated cost to replace radio equipment is estimated, at this time, to be approximately \$4,500.00

Highway Department

Frank Bosiak stated that he had met with Road Agent Paul Perkins to review the Highway Department's capital reserve funds. The 20-year replacement spreadsheet shows that the one-ton truck is scheduled to be replaced in 2010 but, due to the fact that the truck has had \$7,000.00 worth of repairs this year, Road Agent Perkins recommends that the one-ton truck be replaced in 2011 rather than in 2010. It was so noted by the Committee.

Fire Department

Mark Sawyer indicated that he did not have updated replacement figures for the fire apparatus. He stated that he had given the Fire Chief the two sheets and had not received them back yet with updated replacement figures.

School District

Michael Hatch reviewed the computation sheet. He indicated that the spreadsheet shows that the parking lot is scheduled to be re-paved in 2018. Mr. Hatch indicated that the paving is in poor condition and that the Board may want to consider re-sealing the parking lot next year instead of re-paving it. He added that the Board had not discussed this issue yet. He requested that the figure of \$1,500.00 be increased to \$5,000.00. Mr. Hatch stated that this capital reserve fund currently has \$1,508.41.00 toward the paving project. Stan Bean stated that the parking lot was initially paved in 1998.

Mr. Hatch stated that the board is considering asking for a teacher retirement expendable trust fund and start this fund by placing \$15,000.00 in it. This is due to the district having potentially two teacher retirements next year.

Mr. Hatch stated that the school's tractor has 604 hours of use as of November, 2009, which is 200 more hours than last year.

There was brief discussion regarding the well water problem at the school building.

Tom Farley inquired if the Committee would be considering recommending the replacement of the funds that were cut from the capital reserve funds at town meeting last year? Michael Hatch stated that the Budget Committee should consider adding back the funding that was decreased last year and spreading the costs over the period of replacement.

It was noted that last year's funding for the cruiser capital reserve fund, the fire truck capital reserve fund and the safety building fund were all cut at last year's at town meeting.

Discussion followed with regard to bonding the remainder of the cost to erect the safety building and it was noted that the safety building capital reserve fund has approximately \$360,000.00 in the fund.

Chairman Bean indicated that Brian Forst had been elected to review all of the non-capital reserve funds. Mark Sawyer stated that the Fire Chief had recommended placing \$22,000.00 in the fire hydrant non-capital reserve fund.

Chairman Bean stated that the Board of Selectmen had discussed changing the non-capital reserve fund for maintenance of the Academy building and establishing a non-capital reserve fund for repair and maintenance of all town buildings.

The Committee briefly discussed not being given updated replacement costs for the Fire Department equipment in a timely fashion. Chairman Bean will draft a letter to the Board of Selectmen asking them to ensure that adequate figures are given to the Budget Committee in a timely fashion.

Adjournment

It was the consensus of the Committee to adjourn at 7:55 P.M.

Respectfully,

Rachel Hatch,
Recording Clerk