Draft Notes

Budget Committee

Town of Gilmanton, New Hampshire

Meeting

January 16, 2021

**8:30pm.** – Academy Building

**Committee Members Present:**

Chairman Brian Forst, Anne Kirby- Vice Chair, Vincent Baiocchetti- Selectmen’s Rep, Joanne Melle, Adam Mini- School Board Rep.,

Committee Members present by Zoom:

Steve Bedard, Rich Bakos-Sawyer Lake Rep., Alec Bass

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| Also present: Danielle Bosco- recording Secretary, Heather Carpenter- Assistant Town Administrator., Brenda Paquette |

**6:00pm** Chairman Brian Forst opened up the meeting and led the Pledge of Allegiance.

**Town Budget**

**Police Department  
Mrs. Kirby moved line 4210 Police Department for $671,803. Seconded by Joanne Melle.**

Mr. Bass questioned the large salary increase. Mr. Baiocchetti said they were bringing him up to the salary he would have been at had he been given his yearly raises.

**All in favor. Recommended for $671,803.**

**Fire Department**

**Mrs. Kirby moved line 4220 Fire Department for $732,032. Seconded by Joanne Melle. All in favor. Recommended for $732,032.**

**Executive**

**Mrs. Kirby moved line 4130 Executive for $256,793. Seconded by Joanne Melle. All in favor. Recommended for $256,793.**

**Election and registration**

**Mrs. Kirby moved line 4140 Election and Registration for $19,381. Seconded by Joanne Melle. All in favor. Recommended for $19,381.**

**Financial**

**Mrs. Kirby moved line 4150 Financial for $106,566. Seconded by Joanne Melle. All in favor. Recommended for $106,566.**

**Town Clerk/Tax Collector**

**Mrs. Kirby moved line 4151 Town Clerk Tax Collector for $237,821. Seconded by Joanne Melle.**

Mrs. Kirby questioned if they were hiring a new employee. Mrs. Carpenter said they have hired a new deputy and are working on hiring an assistant. Chairman Forst was curious if there would be night hours for the office. Mrs. Carpenter said the Town Clerk/Tax Collector sets the hours but is open until 5:00pm. Mrs. Melle questioned if they would be continuing with the document restoration. Mrs. Carpenter said they have finished with the Welfare portion and are working out issues before moving forward.

**All in favor. Recommended for $237,821**

**Property Tax & Assessing**

**Mrs. Kirby moved line 4152 Property Tax & Assessing for $123,908. Seconded by Joanne Melle. All in favor.**

**Legal**

**Mrs. Kirby moved line 4153 Legal for $80,000. Seconded by Joanne Melle.**

Mrs. Melle questioned if they had any new lawsuits. Mrs. Carpenter said there is only a minor case. Mr. Bedard questioned if they encumbered any money from last year. Mrs. Paquette said they did encumber $100,000 from last year’s budget. Mrs. Carpenter said there are several cases out there with settlement issues and are hoping to clear them up. Chairman Forst said the non-cap has just shy of $35,000 and he would like to see more money added to that next year. Mrs. Paquette said the Town’s legal counsel is on a retainer.

**All in favor. Recommended for $80,000.**

**Planning Board**

**Mrs. Kirby moved line 4191 Planning Board for $32,807. Seconded by Mrs. Melle. All in favor. Recommended for $32,807.**

**Zoning**

**Mrs. Kirby moved line 4192 Zoning Board for $19,956. Seconded by Mrs. Melle. All in favor. Recommended for $19,956.**

**Historic District**

**Mrs. Kirby moved line 4193 Historic District for $9,390. Seconded by Mrs. Melle. All in favor. Recommended for $9,390.**

**General Government Buildings**

**Mrs. Kirby moved line 4194 General Government Buildings for $89,520. Seconded by Mrs. Melle.**

Mrs. Kirby questioned if the repair line was encumbered. Mrs. Carpenter said $16,000 was encumbered and they have several projects such as the remainder of paving, plumbing. Mrs. Kirby questioned if they would need the $10,000 for the Old Town Hall regardless if the warrant article passes or not. Mr. Bedard said yes, they are planning to do the heating system.

**All in favor. Recommended for $89,520.**

**Cemetery**

**Mrs. Kirby moved line 4195 Cemetery for $15,936. Seconded by Mrs. Melle. All in favor. Recommended for $15,936.**

**Insurance**

**Mrs. Kirby moved line 4196 Insurance for $101,983. Seconded by Mrs. Melle. All in favor. Recommended for $101,983.**

**Building Inspector**

**Mrs. Kirby moved line 4240 Building Inspector for $34,365. Seconded by Mrs. Melle. All in favor. Recommended for $34,365.**

**Emergency Management**

**Mrs. Kirby moved line 4240 Emergency Management for $2,500. Seconded by Mrs. Melle. All in favor. Recommended for $2,500.**

Mr. Bakos now present via Zoom.

**Highway Administration**

**Mrs. Kirby moved line 4311 for $507,4485. Seconded by Mrs. Melle.**

Chairman Forst said he hopes the warrant article passes so the repair line can be reduced from the budget. Mrs. Kirby questioned if the repair line was encumbered. Mrs. Carpenter said it went to the general fund.

**All in favor. Recommended for $507,485**

**Highways & Streets**

**Mrs. Kirby moved line 4311 Highways & Streets for $422,900. Seconded by Mrs. Melle.**

Mrs. Melle questioned if the order for culverts came in yet. Mr. Perkins said it has not. Mrs. Carpenter said there is a road assessment being done at the end of January/early February.

**All in favor. Recommended for $422,900.**

**Street Lighting**

**Mrs. Kirby moved line 4312 Street Lighting for $4,500. Seconded by Mrs. Melle.**

**All in favor. Recommended for $4,500.**

**Road Betterment Grant**

**Mrs. Kirby moved line 4319 for $275,415. Seconded by Mrs. Melle.**

Chairman Forst questioned if these numbers came from the State. Mr. Perkins said he won’t know until July. Chairman Forst said if the State doesn’t cover the portion will the Town have to cover it. Mrs. Carpenter said there are too many unknowns.

**All in favor. Recommended for $275,415.**

**Hazardous Waste Collection**

**Mrs. Kirby moved line 4323 Hazardous Waste for $3,853. Seconded by Mrs. Melle. All in favor. Recommended for $3,853.**

**Transfer Station**

**Mrs. Kirby moved line 4324 for $370,847. Seconded by Mrs. Melle. All in favor.**

Mr. Bass questioned why they stopped funding advertising. Mrs. Carpenter said there is no need for it. Chairman Forst said post closure testing is in the budget and this year a CRF is being closed. This money should have been pulled from the fund. Mr. Bedard brought up the demo disposal hauling fees and said a scale needs to be looked into and he has brought this up for several years.

**Recommended for $370,847.**

**Animal Control**

**Mrs. Kirby moved line 4414 Animal Control for $1280. Seconded by Mrs. Melle. All in favor. Recommended for $1280.**

**General Assistance**

**Mrs. Kirby moved line 4441 General Assistance for $63,121. Seconded by Mrs. Melle.**

Mrs. Carpenter said this was an expensive year and housing costs to help people were high. This year $80,137 was spent between the budget and non-cap. Mr. Bakos said the 2021 budget is not high enough.

**Mr. Baiocchetti made a motion to increase line 4441 to $100,000. Seconded by Mr. Bakos.**

**All in favor. Recommended for $100,000.**

**Parks & Recreation**

**Mrs. Kirby moved line 4520 Parks & Recreation for $29,615. Seconded by Mrs. Melle.**

Mrs. Kirby questioned if the equipment repair CRF can be used to repair the well. Mr. Baiocchetti said a well wouldn’t fall under equipment repair. Mrs. Kirby questioned why there was an increase in money spent this past year. Mrs. Carpenter said there was an increase in water testing and due to Covid they had to rent porta-potties.

**All in favor. Recommended for $29,615.**

**Library**

**Mrs. Kirby moved line 4550 Library for $6,650. Seconded by Mrs. Melle. All in favor. Recommended for $6,650.**

**Patriotic Purposes**

**Mrs. Kirby moved line 4583 Patriotic Purposes for $485. Seconded by Mrs. Melle. All in favor. Recommended for $485.**

**Conservation Commission**

**Mrs. Kirby moved line 4611 Conservation Commission for $6,474. Seconded by Mrs. Melle. All in favor.**

**Other Conservation**

$0

**Debt Services**

**Mrs. Kirby moved line 4711-4712 Debt Service for $2354. Seconded by Mrs. Melle. All in favor.**

**Warrant Articles**

**Chairman Forst moved Article #6 Crystal Lake Bridge for $1,600,000. Seconded by Mrs. Kirby. All in favor. Warrant Article #6 supported.**

7. **Operating Budget**

**Chairman Forst moved Article #7 Operating Budget for $4,266,615. Seconded by Mr. Bass.**

The committee determined the estimated tax impact is $5.01. Mr. Bakos said the estimated tax impact should include revenues because it doesn’t say it in the warrant article. Chairman Forst said this is an estimated tax impact and they should include revenues in the number.

**All in favor. Warrant Article #7 supported.**

8. **Add to existing ETF’s and CRF’s**

**Chairman Forst moved Article #8 Add to ETF’s & CRF’s for $250,000. Seconded by Mr. Bass. All in favor. Warrant Article #8 supported.**

9. **Discontinue certain Expendable Trust Funds**

**Chairman Forst moved article #9 Discontinue certain ETF’s. Seconded by Mr. Bass.**

**All in favor. Warrant Article #9 supported.**

10. **Purchase a new One Ton Dump Truck**

**Chairman Forst moved warrant article #10 for $97,983. Seconded by Mrs. Melle.**

Chairman Forst recommended having a stainless-steel body. Mr. Forst said he would like to see the money from the sale of the old truck go directly to the purchase of the new truck. Mr. Bedard questioned how much more a stainless-steel body is. Mr. Perkins said it is $6,900. Mr. Bass said the warrant article price includes the stainless-steel body. Chairman Forst said down the road we can save tax payers money buy re-using the body.

**All in favor. Warrant Article #10 recommended.**

11. **Old Town Hall Restoration**

**Chairman Forst moved warrant article #11 for $170,000. Seconded by Mrs. Bass. All in favor. Warrant Article #11 recommended.**

12. **Modify the Elderly Tax Exemption**

**Chairman Forst moved article 12 Modify Elderly Tax Exemption. Seconded by. Mr. Bass.**

Mr. Bakos asked what the estimated tax impact was. Chairman Forst said that is impossible to determine. This all depends on who applies and whether or not you receive or don’t receive the exemption.

**Vote yes-6, abstain- 1. Warrant Article #12 supported.**

13. **Energy Audit**

**Chairman Forst moved article #13 Energy Audit for $15,000. Seconded by Mr. Bass.**

Mr. Bakos questioned how much money was saved from the last audit. Mrs. Carpenter said she didn’t have that information. Mr. Bedard questioned what buildings would be included. Mrs. Carpenter said she believes the focus will be at the Iron Works Fire Department but all Town Buildings will be looked at. Mr. Bedard said this isn’t a huge need for the Town.

**Vote no-1, yes-6. Warrant Article #13 supported.**

14. **Academy Building landscaping and Town Office sign repair**

**Chairman Forst moved Article #14 Landscaping for $13,600. Seconded by Mr. Bass.**

Mrs. Carpenter said there were options presented and they picked what they could get for the best money. Mr. Bedard questioned who would be taking care of the new landscaping. Mrs. Carpenter said they already have landscaping done, this will improve the look of the building. Mrs. Melle said this is not the year to spend on projects like this. Mr. Bedard said the first stage of the project he would be in favor for but not to spend the entire amount.

**Vote no-4, yes-3. Warrant Article #14 not supported.**

15. **GYR Library**

**Chairman Forst moved Article #15 GYR Library for $47,100. Seconded by Mr. Bass.**

**Vote no-1, yes-6. Warrant Article #15 supported.**

16. **Gilmanton Youth Organization**

Chairman Forst moved Article #16 GYO for $5,500. Seconded by Mr. Bass.

All in favor. Warrant Article #16 supported.

17. **American Red Cross**

**Chairman Forst moved Article #17 American Red Cross for $2,000. Seconded by Mr. Bass.**

Mr. Baiocchetti questioned what they did for the Town last year. Mrs. Carpenter said they didn’t do anything last year.

**Vote-no-2, yes-5. Warrant Article #17 Supported.**

18. **New Beginnings**

**Chairman Forst moved Article #18 New Beginnings for $1,000. Seconded by Mr. Bass.**

**All in favor. Warrant Article #18 Supported.**

19. **Community Action Program**

**Chairman Forst moved Article #19 CAP for $5,000. Seconded by Mr. Bass. All in favor. Warrant Article #19 Supported.**

20. **Lakes Region Mental Health Center**

**Chairman Forst moved Article #20 LRMHC for $7,500. Seconded by Mr. Bass. All in favor. Warrant Article #20 Supported.**

21. **Gilmanton Snowmobile Association**

**Chairman Forst moved Article #21 Gilmanton Snowmobile Association for $2,500. All in favor. Warrant Article #21 Supported.**

22. **Gilmanton Iron Works Private Library**

**Chairman Forst moved Article #22 Gilmanton Iron Works Private Library for $1,000. All in favor. Warrant Article #22 Supported.**

23. **Central NH VNA & Hospice**

**Chairman Forst moved Article #23 Central NH VNA & Hospice for $7,600. All in favor. Warrant Article #23 Supported.**

24. **CASA**

**Chairman Forst moved Article #24 CASA for $1,000. Seconded by Mr. Bass. All in favor. Warrant Article #24 Supported.**

25. **Rocky Pond Association Milfoil**

**Chairman Forst moved Article #25 Rocky Pond Association Milfoil for $1,000. Seconded by Mr. Bass. Vote- non-3, yes-4. Warrant Article #25 Supported.**

26. **Gilmanton July 4th Association**

**Chairman Forst moved Article $26 Gilmanton July 4th Association for $4,500. Seconded by Mr. Bass. All in favor. Warrant Article #26 Supported.**

27. **Establish Non-Cap Reserve Fund- Highway Vehicles & Equipment Repairs**

**Chairman moved Warrant Article #27 for $10,000. Mrs. Kirby seconded.**

Chairman Forst questioned how much the cap on this fund would be. Mr. Perkins said $50,000. Chairman Forst said that isn’t a lot of money for repairs and questioned how much money in equipment there is. Mr. Perkins said around $1 million. Chairman Forst said they can’t change numbers on warrant articles but he sees this non-cap needing to be larger than the transfer station non-cap for equipment and would rather see this at $15,000 and will bring this up at deliberative.

**All in favor. Warrant Article #27 recommended.**

28. **Establish Non-Cap Reserve Fund- Transfer Station Vehicles & Equipment Repairs**

**Chairman Forst moved Article #28 Establish Non-Cap Reserve Fund- Transfer Station Vehicles & Equipment Repairs for $10,000. Seconded by Mr. Bass.**

Chairman Forst said he supports this article with a less amount and that can be brought up at deliberative.

**Vote yes-6, no-1. Warrant Article #30 Supported.**

29. **Refurbish Transfer Station Baler**

**Chairman Forst moved Article #29 Refurbish Transfer Station Baler for $12,000. Seconded by** **Mr. Bass. All in favor. Warrant Article #29 Supported.**

**Minutes**

December 2, 2020- Chairman Forst said line 107 replace is with was. **Mr. Baiocchetti made a motion to approve minutes as amended. Seconded by Mrs. Kirby. All in favor.**

December 9th, 2020- Mrs. Kirby said the Library wasn’t by petition. **Mr. Baiocchetti made a motion to approve minutes as amended. Seconded by Mrs. Kirby. All in favor.**

December 16th, 2020- **Chairman Forst made a motion to approve minutes as written. Seconded by Mrs. Kirby. All in favor.**

January 6th, 2021- Mrs. Kirby said to add herself and Mrs. Melle for attendance. Mr. Mini said Mr. Forst is spelled wrong. Chairman Forst said to name who is remote and who is in person on all minutes that are being approved today. **Chairman Forst made a motion to approve minutes as amended. Seconded by Mrs. Kirby. All in favor.**

**Adjournment:** Mr. Baiocchetti made a motion to adjourn at 1:43pm, seconded by Mrs. Melle; All were in favor.

Respectfully Submitted,

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Danielle Bosco

Recording Clerk