



## Budget Committee Town of Gilmanton, New Hampshire

Meeting

January 2, 2019

**6:00pm.** – Gilmanton Academy

### **Committee Members Present:**

Vice Chairman Anne Kirby, Joanne Melle, Grace Sisti, Stephen McWhinnie- Selectmen's Rep, Alec Bass, Malcom Macleod- School Board Rep., Steve Bedard, Patrick Hackley-Sawyer Lake Rep.

Also present: Danielle Bosco- recording Secretary, Heather Carpenter- Assistant Town Administrator, Brenda Paquette-Finance Director, and Patrick Bore- Town Administrator

**6:00pm** Chairman Forst opened up the meeting and gave some guidelines to the public.

Chairman Forst said the Budget Committee is presenting numbers to the Public that have been submitted by the Department Heads and the committee will discuss the numbers on Saturday and approved a budget to be voted on. Chairman Forst said he wanted to hear from the public if they had concerns or questions with the numbers but we aren't here to discuss employees or other issues besides numbers. Chairman Forst said most budgets have increased due to wages.

### **4130 Executive Budget: \$230,414**

- Krisit Lorendo questioned the Town Administrator line, why it increased so much and when the Residents would get introduced to the new Town Administrator. Chairman Forst said this salary was offered for this position and is under the assumption this is based on experience.

- 30 • Zannah Richards asked if the salary line increased across the board. Chairman Forst said  
31 most of the budgets presented to them did have requests for step increases.
- 32 • Adam Mini asked if the researcher position was a new position. Mrs. Carpenter stated  
33 this is a restricted position that already existed but is a new line to this budget.
- 34 • Bret Currier questioned if with this increase the Town Office will be open 5 days a week  
35 like other Towns. Chairman Forst said it was not presented to the Budget Committee that  
36 they would have an increase in hours but
- 37 • Joe Hass brought up updating the Budget Committee website and having nameplates. Mr.  
38 Hass said he sent an email out. No Committee members received an email. Mr. Hass  
39 spoke about salaries and ways to pay people. Mr. Hass said the Selectmen need to make a  
40 job description for the Treasurer.

41 **4140 Election & Register: \$11,249**

42 **4150 Financial: \$101,352**

- 43 • Mr. Hass stated the deputy Treasurer should be given half of the salary of the Treasurer.

44 **4151 Tax Collector / Clerk: 2019 proposed budget- \$220,000**

- 45 • Brett Currier questioned the new records retention position. Deb Cornett said she has  
46 requested \$10,000 in the budget to get documents scanned and accessible on the website.  
47 Deb Cornett stated that the need is more for the restoration but she does need both.

48 **4152 Assessing: \$108,921**

- 49 • Zannah Richards asked if Insurance went down. Mrs. Paquette said Insurance did go  
50 down.
- 51 • Richard Gillette brought up issues with the presentation of the paperwork.

52 **4153 Legal: \$220,000**

- 53 • Douglas Baker questioned why the increase was so high. Chairman Forst said this is new  
54 information presented to the Budget Committee tonight.

- Betty Ann Abbott asked if the Selectmen's representative could give any information about the increase. Mr. Bore stated the increase is due to a new lawsuit that is coming to the Town as well as ongoing lawsuits the Town will need to defend.
- Brett Currier questioned the default of \$107,116 considering they removed money from the Police Department and it shouldn't be that. Chairman Forst said it was explained to them that the Board of Selectmen choose the default budget. Mr. Currier said the default budget shows that they want lawyers more than another police officer.
- Adam Mini said he is under the understanding that the default budget is last year's budget plus any contracts. Chairman Forst said the Budget Committee was concerned with the presentation of this. These numbers are being presented to the Committee.
- Brett Currier questioned who would oversee the default budget and urged the Committee to look into correcting the default budgets.

**4191 Planning: \$39,920**

- Chairman Forst said the reduction is due to the completion of the Master Plan.

**4192 Zoning Board: \$13,131**

- Chairman Forst said the increase was due to an increase of hours and wage. Mrs. Carpenter said it is only a step increase.
- Terry Melle questioned if the 2018 actual is current. Chairman Forst said the actuals are not correct due to it being January 2.

**4193 Historic District: \$4,785****4194 Government Buildings: \$96,960**

- Dodie Smithers asked what buildings are included in this budget. Chairman Forst said it is the Old Town Hall and Academy Building.
- Kristi Lorendo questioned why repairs and maintenance was up. Mrs. Carpenter said the roof, ceilings, rot out front and many at the Old Town Hall.

- Dodie Smithers questioned where the money goes from room rental of the room. Mrs. Carpenter said they no longer rent the Academy Building but they do rent the Old Town Hall and it goes into the general fund.

**4195 Cemetery: \$13,579**

- Chairman Forst said the bulk of the increase was due to grounds keeping.

**4196 Insurance: \$101,012**

- Joe Hass stated he wants to see the contract for the Insurance. Chairman Forst said it is a contractual agreement and he is sure there is an insurance policy with the Town. Mr. Hass stated he would like to see the policy so he could ask on Saturday. Chairman Forst said Saturday there will be no questions. Mr. Hass said he would like the Committee to request the policy.

**4210 Police Dept: \$638,989 department requested, \$622,068 Selectmen Recommended**

- **Chairman Forst said the default is showing different than the voted on 2018 budget and makes it look like the Police Department is requesting a larger increase.**
- **Brett Currier said Residents won't know that this isn't as large of an increase as what it actually is.**
- Brett Currier also brought up the Salary lines of the Chief and Sargent stating these are the only two salaries in the entire budget that didn't receive an increase. Chairman Forst
- Sandy Guarino said Selectmen McWhinnie should give his reasons why the increase was denied.
- Zannah Richards said it makes more sense to fill the patrolman position rather than pay overtime.
- Heather Carpenter Carpenter said this meeting should be for budget numbers and not hire/fire and employee issues.
- Selectman McWhinnie stated he is getting a cola raise but not a merit raise and is not getting into the whys of it.
- Chief Currier said his staff and himself have been doing a good job all year long.
- Dodie Smithers asked if the money is voted in for the patrolman again could the

Selectmen do what they want with it. Chairman Forst said yes they can and the only way to choose what lines get spent where are doing a warrant article on each line.

- Brett Currier discussed a warrant article to vote on separate lines.
- Rob Carpenter said he sat on the budget committee and if a merit isn't earned the Selectman have the right.
- Adam stated that the Department Head did request the Sargent's wage increase.
- Sandy Gaurino questioned why the voters vote if two Selectmen can do what they want with the Town's money. Grace Sisti stated that the Town votes on a bottom line budget not line by line such as holiday pay.
- Heather Carpenter said the Selectman is a majority vote and there is a cause and effect, employees do a job and they get paid.

**4220 Fire Department: \$698,641**

- Chairman Forst said there is an increase due to salary, insurance

**4240 Building Inspector: \$52,992**

- Chairman Forst said the increase is due to having an in house employee versus a contracted employee.
- Heather Carpenter stated having an in house employee and the contracted employee was not available often.
- Brett Currier asked if now the Building Inspector will be available daily as its hard for people to come in and talk with him.
- Heather Carpenter said it is 10-15 hours per week but that includes inspections as well. The previous contracted inspector only came in when an inspection needed to be done.

**4290 Emergency Management: \$2,500**

**4311 Public Works: \$416,374**

- Brett Currier questioned why the Selectmen requested a 2 step increase for the Road Agent.
- Chairman McWhinnie said that the Road Agent has done a wonderful job and saved the Town a lot of money and deserved 2 steps. Chairman McWhinnie said the foreman deserved an increase as well he is doing a great job.

**4312 Highways & Streets: \$372,263**

- Chairman Forst said the increase was due to material cost.

139 **4316 Street Lighting: \$4,500**

140 **4319 Road Betterment: \$277,049**

141 • **Chairman Forst said this is determined by the State.**

142 **4323 Hazardous Waste: \$3,530**

143 **4324 Transfer Station: \$327,049**

144 • **Mr. Gillette questioned how much revenue offset the budget. Chairman Forst said a**  
145 **rough estimate for revenue is about \$50,000 but the revenue is not completely up to**  
146 **date.**

147 **4414 Animal Control: \$500**

148 **4441 General Assistance: \$6,509**

149 • **Chairman Forst said this is down this year due to Child and Family Services not**  
150 **requesting money.**

151 **4520 Park & Recreation: Department requested-\$17,729 Board of Selectmen recommend-**  
152 **\$19,543**

153 **4550 Library: \$7,500**

154 **4583 Patriotic Purposes: \$3,850**

155 **4611 Conservation Commission: \$4,611**

156 **4711 & 4712 Principal Debt Services: \$124,904**

157 **Warrant Articles:**

158 Mr. Bore presented 25 Warrant Articles

- 159 1. Amend Historic District Map
- 160 2. Bond issuance for Stage Road Bridges- \$2,5000,000
- 161 3. Tax impact on Ballot- Not monetary
- 162 4. Prisoners of War Exemption- Not monetary
- 163 5. Raise & Appropriate Operating Budget- Pending cost
- 164 6. Crystal Lake Road Bridge final design/bidding-\$70,000
- 165 7. Property Revaluation Cap Outlay- \$98,000

- 166 8. Revaluation Assessment Update Cap Res- \$30,000
- 167 9. Court Cases Non-Cap Res- \$30,000
- 168 10. Replace Ambulance Cap Res- \$50,000
- 169 11. Refurb/Replace Fire truck Cap Res- \$75,000
- 170 12. FD Vehicle Repairs Non-Cap Res- \$5,000
- 171 13. Recycling/Transfer Facility Improvements Cap Res- \$30,000
- 172 14. Highway Equipment Cap Res (Pickup truck replacement)- \$43,656
- 173       ○ Chairman Forst said the way this is written limits the Town to buying this specific
- 174 truck. Mrs. Carpenter said she believes this is the preference of the Department
- 175 Head. Chairman Forst said he would feel more comfortable if the type of truck
- 176 was left off on it in case they get a deal on a truck.
- 177       ○ Sandy Gaurino questioned if it should state for the Highway Department. Grace
- 178 Sisti stated they are all written similar.
- 179 15. Highway Equipment Cap Res (Loader replacement)- \$190,000
- 180       ○ Mr. Gillette said it should list more features not just loader.
- 181       ○ Brett Currier stated
- 182 16. Capital Outlay Iron Works Fire Station Roof- \$30,000
- 183       ○ Brett Currier questioned why the Selectmen didn't recommend this Warrant
- 184 article.
- 185       ○ Mr. Bore stated the Town would like to see the lease agreement as well as three
- 186 bids.
- 187       ○ Brett Currier said the Town already takes responsibility for the Building since
- 188 they have a fund setup.
- 189       ○ Mr. Bore said he believes the Board would recommend this after seeing the lease.
- 190 This is a housekeeping item that needs to be taken care of.
- 191       ○ Chief Hempel said he believes the lease is \$1 a year and the Town is responsible
- 192 for repairs.
- 193 17. Appoint Selectmen as Agents to certain funds- Not monetary
- 194 18. Academy Building Mech upgrades & Prof. Engineering Cap Res
- 195 19. Non-Cap Res Fund for Town computer Replacement- \$5,000
- 196
- 197

198 20. Dissolve Parks & Recreation Commission

- 199 ○ Mrs. Carpenter said that this is a house keeping item due to the fact they aren't  
200 following Commission guidelines and want to be a Committee

201 21. Recycling Equipment Cap Res Fund- \$50,000

- 202 ○ Brett Currier questioned the amount in the CRF  
203 ○ Chairman Forst stated the CRF had \$34,108

204 22. Establish new Cap Res Fund for Parks & Recreation Facility

205 Repair & Maintenance- \$3,000

206 23. Parks & Recreation Equipment Repair/Replacement CR Fund- \$6,000

207 24. Old Town Hall Assessment- \$11,000

- 208 ○ Sandy Gaurino questioned why the cost was so high  
209 ○ Mr. Bedard stated they will do a full assessment of the building and give  
210 recommendations.  
211 ○ Chairman McWhinnie said that once the Town knows the condition and what  
212 needs to be done the Town can vote what they would like to do with the building.

213 25. (By petition) GYR Library Funds \$47,700

214 26. (By petition) General Public Access to Academy Building

215  
216 Chairman Forst said the net evaluation of the Town is \$459,860,440

217 Proposed tax rate of \$5.79 per thousand

218 Currently the Town is at \$5.83 per thousand

219 In 2019 a Statistical evaluation will happen.

220  
221 The Board discussed getting a legal opinion on the default budget.

222  
223 **Adjournment:** Mr. Macleod made a motion to adjourn at 9:50pm, seconded by Mrs. Kirby; All  
224 were in favor.

225  
226 Respectfully Submitted,

227  
228 \_\_\_\_\_



229 Danielle Bosco  
230 Recording Clerk  
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