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BUDGET COMMITTEE MEETING MINUTES
January 14, 2016

Members Present: Carl Hagstrom, Virginia Doerpholz Natasha Michelson, Martin Nolan, Ben Thomas, Fred Wilkinson, and Selectmen's Representative, Nancy Carney

Members Absent: Win Wright

Mr. Nolan convened the meeting at 7:00 p.m.

Mr. Nolan asked members to review the minutes of last week's meeting.

Mr. Wilkinson made a motion to approve the January 7, 2016 Minutes. Ms. Michelson seconded. Ms. Doerpholz abstained. The motion passed.

Water District Budget:

Mr. Thomas presented the Water District Budget.

Mr. Thomas reported last year the Water District had budgeted for a \$5,000 tax, only \$2,725 was levied, due to a clerical error on their part. Mr. Wilkinson asked for an explanation of 2015-C, B, and A figures. Mr. Thomas stated that 2015-A was the actual budget and that \$42,277 was expended. Mr. Wilkinson asked if expenses or the budget. Mr. Thomas stated that he wasn't sure if it was expenses or budget. Mr. Thomas reviewed the 2016 proposed budget and shared that the treasurer was not at the Water District's last meeting, due to being hospitalized. Mr. Thomas explained the increase of \$4,400 under Equipment/Supplies was due to the replacement of the uranium filtration medium. Replacing 2 uranium filters would cost in excess of \$8,000. The Water District made a decision to replace one filter, with an additional \$1,000 disposal fee. Contract Plumbing was reduced to \$18,000 and Legal Fees was reduced to \$1,500. Mr. Thomas stated the base fee would be increased from \$450 to \$500 with a 20% rate increase. Mr. Thomas shared that it was a substantial increase over last year as they were trying to make up for 2013 budget deficit. Mr. Thomas apologized for the spreadsheet. Mr. Wilkinson asked about revenue and expenses for last year. Mr. Thomas reported that there wasn't any major work or leaks. Mr. Wilkinson asked about beginning cash. Mr. Thomas stated that expenses didn't exceed the budget last year. Mr. Thomas talked about balancing the budget and shared that his treasurer and clerk have been talking with the state on what the format was. Mr. Thomas stated that he knows if there was a surplus they can keep it in the bank and use towards the next year. Mr. Wilkinson questioned last year's budget. Discussion continued on expenses and budget for last year.

Mr. Nolan asked if they were going to raise \$5,000 from tax. Ms. Favreau asked about the tax collected for the Water District and wanted to know if she was to write them a check. Mr. Thomas

stated that last year they were told it wouldn't show up on the first tax bill and that it showed up on the 2nd. Ms. Favreau stated that a check needed to be written to the Water District for the tax collected on their behalf – the town doesn't keep it. Ms. Favreau would contact the State to find out the procedure. Mr. Thomas stated that he would bring in the actuals next week.

Mr. Nolan asked if there were any questions.

7:15 – Code Enforcement Budget:

Mr. Thomas asked if there were any changes since last week. Mr. Nolan stated Committee members reviewed last week and asked if there were any questions. Budget - \$7,474 - approved.

7:30 – Selectmen (Executive) Budget:

Mr. Nolan asked if there were additional questions in addition to those asked last week. Ms. Silverman stated that the operating budget was down. Mr. Nolan stated it was a good budget. Mr. Nolan asked if there were any questions. Mr. Wilkinson asked about \$250 that was used for the newsletter in the past and now the newsletter incurs that expense. Ms. Carney and Ms. Silverman both stated that the Board of Selectmen relies on the newsletter for notices and updates. Ms. Favreau stated that previously the newsletter used the town's bulk mail permit and since the Town Reports are no longer mailed out, it was dropped. Ms. Favreau shared that \$250 could be put under advertising. Ms. Carney asked that the money be put in the budget so it doesn't get lost. Ms. Silverman agreed. Ms. Favreau stated that it wasn't necessary, as there was money. Ms. Silverman stated it could be moved from one line item to another.

Mr. Nolan asked if there were any other questions. Budget - \$155,185 – approved.

General Government Buildings Budget:

Mr. Nolan asked if there were any questions. Ms. Carney shared the new doors and new roof make a tremendous difference at the Fire House. Mr. Thomas asked about Line 413 – Sewer. Ms. Favreau reported that porta pottys are located throughout town.

Mr. Nolan asked if there were any other questions. Committee members agreed they discussed the budget last week. Ms. Michelson stated it was pretty straightforward. Ms. Doerpholz asked about Line 390 – Other Services. Mr. Hagstrom stated it was the town website and mentioned that Line 411 – Heat and Oil was reduced to \$15,000. Mr. Hagstrom made a motion to approve the General Government Buildings budget in the amount of \$47,436. Ms. Doerpholz seconded. The motion passed unanimously.

Ms. Favreau shared that Land Use was the only budget that wasn't approved.

Committee members reviewed the Land Use budget. Mr. Nolan asked if there were any questions. Ms. Doerpholz made a motion to approve the Land Use budget in the amount of \$68,271. Mr. Thomas seconded. The motion passed unanimously.

Mr. Nolan asked about the health agencies. Ms. Favreau shared that she didn't give a break down and that she would do a budget sheet for next week.

Capital Projects and Capital Reserve were reviewed and preliminary funding approved:

Ms. Favreau noted that on page 4 of the budget worksheet the capital projects that have been requested were broken down. Ms. Favreau shared that she removed painting one side of the Town Hall, which CIP had recommended as she had contacted Dennis Wright and he didn't feel it was necessary to paint this year as it has held up well. Ms. Favreau shared that the cost for painting the Library building would be reduced to \$2,800 as Mr. Wright mentioned that he had talked with someone about painting the long side and the copula of the Library at a cost of \$2,800. Ms. Favreau contacted Ms. Thomas about this and Ms. Thomas would talk with the Library Trustees and confirm. Ms. Favreau stated a quote for a new cruiser was received in the amount of \$33,500. The amount was adjusted to \$34,000.

Digitizing Cemetery Records - Ms. Carney stated that the Cemetery Commissioners had requested \$5,000 for Phase 3. The Selectmen were trying to figure out what phase they were in as nothing had been spent in 2015. Ms. Favreau shared that she received an email from the Cemetery Commissioners reporting that Phase 2 had been done – they just haven't been billed for the work. Ms. Carney reported that the Selectmen did not recommend \$5,000 for Phase 3 before this update and now that it has changed, the Selectmen would review. Ms. Carney stated that the Budget Committee needed to do what they wanted. Mr. Nolan stated that CIP felt that the project had dragged on and the price was being kept at the original quote and that was why CIP recommended funding Phase 3.

Mr. Nolan made a motion to fund Phase 3 in the amount of \$5,000. Ms. Michelson seconded. The motion passed unanimously.

Cemetery Mower - Ms. Carney stated that the Selectmen recommending not funding the mower, as they have two and they have a trailer to transport. Ms. Carney discussed the safety issues. Mr. Nolan reported CIP felt the same way and maybe looking at again in a couple of years. It wasn't the recommendation of CIP to purchase, it was rated as necessary – it could wait. Ms. Doerpholz asked if the Budget Committee should take it out. Mr. Hagstrom stated that it was a good idea to have 2 people working together. Ms. Carney reported that she had talked with the Cemetery Commissioners and that isn't how they operate – one mows one cemetery and one mows the other – they don't work together. Ms. Carney stated that it was her understanding when coming on to serve as Selectmen that the policy was not to work alone and she was under the impression that was how things were done. Mr. Nolan stated it was discussed in CIP – told not a necessity now that they have a zero turn mower. Ms. Doerpholz asked who monitored that. Ms. Carney shared that was why they were asking for a mower this year, they are working separately. Ms. Carney stated it was a concern for her but they work under the Cemetery Commissioners. Ms. Carney felt there was plenty of work to do without another mower. Discussion continued on the need for a Warrant Article to make a change, the need for parts, the possibility of renting a mower if one was down, not working at the same cemetery and who over sees the Cemetery Commissioners regarding the safety issue. Mr. Hagstrom asked if it was the same issue as the Library – not wanting one person working alone. Ms. Michelson stated that they work with power tools. Ms. Carney stated that the Selectmen could have the Cemetery Commissioners meet with them regarding procedures and whether the procedures need to be updated. Mr. Nolan stated it was prudent to have 2 people together as a lot could happen even beyond the power equipment.

After discussion, Mr. Hagstrom stated the Budget Committee recommended not to fund. Mr. Nolan asked if Committee members were in agreement and they agreed.

Police Cruiser – Mr. Nolan reported CIP rated as necessary - not urgent and felt they didn't need one this year – should be down to 2 cruisers – sufficient coverage with 2 cruisers. Mr. Wilkinson asked when the 3rd cruiser died if they would junk it. Mr. Nolan replied “yes”. Mr. Nolan stated it was his personal opinion that they are over staffed and they don't need 3 cruisers. Ms. Silverman shared that

when talking with Chief DiSalvo, she hasn't heard a really compelling reason. Mr. Hagstrom asked how many times there is no cruisers at the Police Department and if they were hiding them up at Meadowood. Ms. Carney discussed the incident on Thanksgiving day and discussion continued on how many times that had happened – in relation to the cruisers being at the Police Department or not, parking at both Meadowood and the Highway Department.

Ms. Carney stated it would be a Warrant Article and the Selectmen wanted to let residents decide. Mr. Hagstrom asked if the Budget Committee said no could Chief DiSalvo bring up at Town meeting. Ms. Silverman stated that one Committee needed to recommend. It could be a ballot vote – someone could move – needs 5 votes.

Ms. Silverman stated that the Budget Committee needed to decide what they wanted to do. Chief DiSalvo was asking for a cruiser for the next 3 years. Chief DiSalvo wanted a dodge – normal cruisers perform very well in winter conditions. The gas mileage on the 4-wheel drive isn't as good. Ms. Silverman asked if there was a point in keeping the 4-wheel drive. Discussion continued on the justification for a new cruiser.

Mr. Hagstrom asked Committee members what they wanted to do. Mr. Nolan made a motion not to recommend purchasing a cruiser. Mr. Wilkinson seconded. Mr. Thomas asked to deny 1 and skip a year. Mr. Nolan stated that Chief DiSalvo had mentioned that he could skip a year if he got a new cruiser this year. Mr. Nolan shared that if they don't get a third cruiser – mileage would be more on the other 2 cruisers. Ms. Silverman stated that \$34,000 was for a purchase – no interest, no lease. Mr. Wilkinson asked about putting money in the budget and Mr. Nolan stated his concerns looking down the road – next year looking at \$70,000 for revaluation – it is a big capital year.

Mr. Hagstrom stated it should be kept in because of the revaluation next year. Mr. Nolan stated next year would be a tough year. Ms. Silverman stated that \$50,000 was put in General Government Buildings Expendable Trust as the steeple repair was an unknown. Discussion continued on staging, repair work being above the bell tower, and knowing there was rot 3 years ago. Ms. Favreau would look into.

Mr. Hagstrom wanted to keep \$34,000 in this year knowing that next year it wouldn't be. Mr. Nolan asked if any further discussion. Mr. Nolan stated the motion not to recommend purchasing a cruiser and a second was on the table. Mr. Wilkinson stated he wanted to change his decision. The motion not to recommend purchasing a cruiser failed.

Mr. Hagstrom made a motion to approved purchasing a cruiser in the amount of \$34,000 in one payment. Mr. Wilkinson seconded. Mr. Nolan opposed. The motion passed.

Pave Transfer Station - Ms. Carney discussed the work to be done at the Transfer Station. The Selectmen approved \$20,000, as the work had been put off. Mr. Nolan stated CIP felt the same way.

Mr. Nolan asked if there were any questions. Mr. Hagstrom made a motion to recommend \$20,000 for paving at the Transfer Station. Ms. Michelson seconded. The motion passed unanimously.

Paint Library Building - Ms. Carney stated this was reduced to \$2,800. Mr. Thomas made a motion to recommend \$2,800 for painting the Library building. Mr. Wilkinson seconded. The motion passed unanimously.

Culvert & Bridge Repairs Expendable Trust - Mr. Nolan reported CIP recommended \$20,000 for culvert replacement. Mr. Nolan discussed the culverts in town that are on the red list and the cost associated with replacement. Mr. Thomas asked if this was different from Mr. Cuomo's report last week that he had purchased culverts. Ms. Carney stated this was State required culverts and engineering was needed. Approved - \$20,000.

Road Repair Expendable Trust – CIP recommended \$300,000. Mr. Cuomo requested more but cut to \$300,000. Approved - \$300,000.

General Government Building Expendable Trust - Ms. Carney reported that \$50,000 was for steeple repairs and \$10,000 was to be used towards projects. The floor in the Selectmen's Office was repaired and minor repairs were done at the Village Fire Station to fix the rot. Ms. Silverman state a new roof was put on the Transfer Station due to mold – used funds from General Government Buildings – replenishing the fund. Mr. Nolan recommended putting in an additional \$10,000 for steeple repairs. Ms. Carney shared that this was the start and next year we would have a better figure and in 2018 the work would actually be done. Mr. Nolan stated his concern about waiting especially with the current condition. Ms. Silverman thought that someone would be hired in 2016 to access the work to be performed and how the work would be done. Ms. Silverman agreed with Ms. Carney but stated the need to start the initial work this year. Ms. Silverman stated that next year was the bigger bump in capital and this would be the year to put more money aside for the repairs. Ms. Michelson stated that we can't get away from doing the repairs and recommended putting in up to \$70,000.

Ms. Carney shared the SCBA are old and that she was planning to write a 95/5 grant next year. She doesn't plan on replacing unless she received a grant. SCBA's need to be 10 years old in order to receive a grant and they will be 10 years old next year. Ms. Carney stated they are in good condition – need to do some upgrades.

Mr. Wilkinson stated that next year may not be all that expensive and may not need to stuff money in this year. Mr. Thomas agreed with Mr. Nolan to put an additional \$10,000 in this year for a total of \$70,000. Approved - \$70,000.

Ms. Favreau stated that Capital was down to \$489,000.

Conservation Expendable Trust – Mr. Hagstrom wanted to keep the \$5,000 request in. Committee members agreed. Approved - \$5,000.

Revaluation Capital Reserve – Ms. Favreau stated that the Budget Committee might want to increase to \$20,000 – if going along the lines of comparing capital projections for next year. Mr. Nolan stated we were starting to load up this year due to next year. Ms. Silverman stated the Budget Committee had another meeting to review. Mr. Nolan shared that he expected fuel prices would be up next year. Mr. Nolan recommended increasing to \$20,000. Committee members agreed. Approved - \$20,000.

Fire Vehicle Capital Reserve – Ms. Carney stated that last year nothing was appropriated. The Board of Fire Wards requested \$20,000 in reserve. Last year a used truck was purchased and they would like to put funds away for purchasing a truck in the future. Mr. Nolan asked if there were any questions. Committee members agreed. Approved - \$20,000.

Fire Vehicle & Equipment Repairs Expendable Trust – Ms. Carney stated that \$1,700 was used last year and the Board of Fire Wards wanted to replace the amount that was used. Committee members agreed. Approved - \$1,700.

SCBA Expendable Trust – Ms. Carney shared that SCBA was a self contained breathing apparatus, the portable radios are old but she doesn't anticipate purchasing radios or minitors. The \$5,000 request was to replenish the fund. Ms. Doerpholz asked if \$5,000 was sufficient and Ms. Carney replied "yes". Mr. Nolan asked if there were any other questions. Committee members agreed. Approved \$5,000.

There being no further business, Mr. Hagstrom adjourned the meeting at 8:45 p.m.

Submitted by;

Sheryl White
Secretary