

BUDGET COMMITTEE MINUTES

January 5, 2022

Members Present: Carl Hagstrom, Winston Wright, Andrew Wood, Virginia Doerpholz, Phyllis Peterson, Martin Nolan, Brian Doerpholz, Selectman's Representative, & Debbie Favreau, Town Administrator

Members Absent: Ben Thomas

Guests: Robyn Bates and Ed Mattson Jr.

Mr. Hagstrom opened the meeting at 7 pm and asked members to review the minutes.

Minutes: Ms. Peterson made a motion to accept the minutes of Dec 30, 2021 as written with a second by Mr. Wood. All voted in favor. (6-0-0)

Cemetery: Mike Grab presented. He provided a budget comparison going back 20 years. He stated the burial fees, amounting to \$2500 in 2021, and the perpetual care fees go back into the general fund. Mr. Grab requested an increase to Line 120 PT Salaries to \$9600. This is to add 5 hours/week to his PT employee. This is needed because of losing his other seasonal employee to the DPW. Mr. Doerpholz explained (also explained in Dec 30, 2021 minutes) DPW would be adding a PT employee to their staff and this person was coming from the cemetery department. With an upcoming retirement vacancy, this person would then move into the FT position and it is important that DPW gets an experienced employee. Mr. Nolan does not see any value in this arrangement. Mr. Hagstrom wanted information on Line 140 Overtime and Mr. Grab stated it was mainly for weekend burials. The cemetery department has 2 PT employees, with the DPW funding one of those positions. Mr. Doerpholz clarified that DPW is responsible for all town property so one DPW employee is assigned to the cemetery.

Highway: DPW Director Glenn Smith presented. He stated line 140 Overtime is up due to mostly snow plowing and winter maintenance and some due to the 2021 flooding. Previously discussed was the new PT employee coming from the Cemetery Department, which would eventually fill the upcoming FT vacancy due to retirement. The Selectman decided on this route instead of creating a FT position to start with because of the benefits cost. Mr. Hagstrom inquired about the benefits cost for a FT employee and Ms. Favreau answered approximately \$66,000 per year. Ms. Bates added that DPW would also like to add an 8/ week position to do administrative work, allowing Director Glenn Smith to be out on the road more where he is

needed most. With safety being very important, Director Smith has budgeted money for first aid kits in the larger vehicles and at the highway building and also making sure all employees have the hard hats and gloves as needed. Director Smith and Ms. Favreau spent a lot of time on this budget, increasing some line items where needed and finding reductions in other areas. Ms. Peterson and Ms. Doerpholz expressed their appreciation for all the hard work the department has done in taking care of the town's roads. All voted in favor to accept the DPW budget.

Transfer Station: DPW Director Glenn Smith presented. He began his budget by stating line 120 PT salaries was up due to the 3.75% COLA and that his employees are eligible and deserving of a step increase. Discussion started on the cost of the hazardous waste paid to the City of Keene that allows Fitzwilliam residents to dispose of hazardous items free of charge. The amount charged on Line 560 is \$2900. The committee members felt that if money was not budgeted, or fees were required at the transfer station, the roads would be littered more than they already are. Ms. Doerpholz shared that there is lighting now at the highway barn for a safe retrieval of sand. Mr. Wright made a motion to accept the Transfer Station budget with a second by Ms. Peterson. All voted in favor.

Mr. Hagstrom indicated the Selectman's Budget will be reviewed at next week's meeting and adjourned the meeting at 8:46 pm.

Minutes submitted by Marion Wheeler