

BUDGET COMMITTEE MINUTES

November 2, 2017

Members Present: Carl Hagstrom, Win Wright, Ben Thomas, Martin Nolan, Natasha Michelson, Kathy Stark, Debbie Favreau, and Selectman's Representatives, Nancy Carney & Daniel Baker

Members Absent: Andrew Wood

Mr. Hagstrom opened the meeting at 7:00 pm.

Committee members reviewed the minutes from the meeting of October 26, 2017. Mr. Nolan made a motion to accept the minutes and Ms. Michelson seconded. The minutes were approved.

Land Use Budget:

Terry Silverman and Danica Malone presented the Land Use Budget. Mr. Silverman stated there was a decrease of \$8951.40 in salaries due to a change in position from full time to part time.

Line 830: increase of \$500.00 due to training for Danica Malone.

Mr. Hagstrom asked if anyone had any questions concerning the Land Use budget. Ms. Michelson commented that it was a straightforward and clear budget.

With no further comment, Mr. Silverman and Ms. Malone were thanked for coming in.

Library Budget:

Dick Goettle and Barbara Green presented the Library budget.

Mr. Goettle provided the members with a graph showing workload comparisons between area towns. He stated the study was to determine how productive the Fitzwilliam Library was in regards to the number of employees and the workload in comparison to other towns, like Troy, Marlborough, Rindge and Jaffrey.

Line 410: electricity increase of \$400.00

Line 411: heat & oil increase of \$700.00

Line 353: advertising increase of \$150.00 due to advertising a 4hr/wk. library tech

Line 120: salary increase of \$ 3072.20 new library tech position

Mr. Hagstrom asked how about the number of employees. Mr. Goettle stated there were 5 part time employees. Mr. Thomas asked about Jane Fitzpatrick. Mr. Goettle shared that she is an employee that services the library, just not the library patrons.

Mr. Nolan disagreed with the oil increases. He said fuel oil will increase but only slightly. Mr. Goettle asked how other town departments predict their usage. Ms. Favreau responded that they just estimate. Mr. Wright inquired about obtaining bids, for which Mr. Nolan replied that they don't get bids. Mr. Wright stated the repairs and maintenance should be kept separate. Mr. Baker added that the budgeted amount is not ultra-conservative. It will depend on the winter. Ms. Michelson checked online for oil prices. Mr. Baker believes all departments should use the same cost per gallon.

Mr. Hagstrom asked if there were any more questions concerning the Library budget. Mr. Baker asked where the graph and spreadsheets came from. Librarian Kate Thomas stated they came from the State Library. Mr. Nolan questioned the number of books checked out. Ms. Thomas responded the figures represent only those books checked out and returned in person, not books borrowed online.

With no further questions, Mr. Hagstrom thanked the Library and assured Mr. Goettle that they would get back to them concerning the oil pricing.

Ms. Favreau shared that all the departments for next week's appointments have canceled.

Mr. Hagstrom replied that he would like to review the Highway and Transfer Station budgets.

Highway:

Mr. Hagstrom inquired about the number of employees. Ms. Favreau stated they employ 3 full time workers and one part time. She also mentioned they lost one employee. Ms. Stark noticed line 692 Snow Removal-Hired was decreased by \$5000.00. Ms. Favreau indicated that she is not sure why this was lowered. Mr. Hagstrom will ask the Highway Department about the salt/sand ratio and if it has been reduced. Mr. Nolan said the townspeople want the roads clear. He questioned the \$20,000 cost of the winch that was purchased for the chipper and wondered if the price paid was worthwhile. Ms. Michelson expressed that this could be the cost of just one worker's comp claim. Mr. Nolan declared that people should work smart no matter what they do.

With no further comments on the Highway budget, Mr. Hagstrom moved onto the Transfer Station.

Transfer Station:

Mr. Hagstrom asked about the personnel. Ms. Favreau share that they have 3 part time and one fill-in as needed. Mr. Nolan was concerned about Line 120 showing a significant increase. Mr. Baker thought perhaps it could include a 3% step increase and the 2% COLA. Mr. Wright noted the phone charges have gone down. Ms. Favreau mentioned a new phone plan.

Mr. Hagstrom commented that in the last few years, the budgets have been good.

Mr. Hagstrom stated that there will be no meeting next week, November 9, 2017 and declared the meeting adjourned at 7:50 pm

Submitted by,

Marion Wheeler