

TOWN OF SALISBURY

Budget Committee Business Meeting Summary

January 12, 2015

Jeff Nangle, Chair	Absent	Marcia Murphy	Present
Joe Landry, Vice Chair	Present	Sandy Miller	Present
Steve Wheeler	Present	Ralph Downes	Present
Ed Sawyer	Present	Ken Ross-Raymond, Selectman Ex-Officio	Present
Sara (Sally) Jones	Absent	Margaret Warren, Town Administrator	Present
Bill MacDuffie, Sr.	Present	April Rollins, Municipal Secretary	Present

Other Selectmen Present: Pete Ballou and Joe Schmidl.

General Public Present: Kathie Downes and Fire Chief MacDuffie

Handouts for Meeting:

- 2014/2015 Budget & Revenue figures through 12/31/14
- 2015 Warrant Articles

Acting Chair Landry opened the meeting at 7:00 p.m.

Review & Approve Minutes of December 8, 2014 – Ralph Downes made a **motion** to approve the meeting minutes of December 8, 2014 without correction. Steve Wheeler **seconded** the motion. The **motion passed unanimously**.

Review 2013/2014 Budget & Revenue Figures by Department

Executive (4130) – TA Warren stated she has provided for a 2% salary increase for all of the Town's employees.

Elections, Registrations & Vital Statistics (4140) – TA Warren reported that this section of the budget has decreased due to the amount of elections and the 2% salary increase has been added to the Town Clerk's line. TA Warren noted the Deputy Town Clerk's line was decreased (-\$300) because the person is new to the position.

Financial Administration (4150) – Ed Sawyer asked about the increase to the telephone line. TA Warren replied the new system allows for everyone to have their own voice mail and own phone number. Selectman Ross-Raymond stated it is more than the Town needs but a 5-year contract was signed. Selectman Schmidl stated nine new telephones were also purchased. Acting Chair Landry asked what services are provided by the assessing line. TA Warren replied there is a set rate for the things they need to do annually.

Legal (4153) – This budget has been level funded.

Personnel Admin. (4155) – TA Warren to check with Bookkeeper regarding FICA & Employer taxes line.

Planning Board (4191-28) – TA Warren stated \$5K has been added to the PB Consulting line for the updating of the Town's 2007 Master Plan. MS Rollins noted an estimate has been provided by the Central NH Regional Planning Commission in the amount of \$12K for a 2-year update process. Acting Chair Landry asked why this has to be done and MS Rollins replied it is a statutory requirement for every Town.

General Government Buildings (4194) – TA Warren reported an estimate was received to repair the columns (\$26,200 dollars) and paint (\$3,200dollars) the Academy Hall from Mr. Platte.

Cemeteries (4195) – TA Warren explained that \$800 dollars has been encumbered from last year in the improvements line, to do some work in the Spring and will not affect the bottom line of this budget. Steve Wheeler asked if any of the Cemeteries Capital Reserve Fund (CRF) money has been earmarked for any projects. Selectman Ross-Raymond replied no but they will be combining the

cemetery mowing with the Town mowing, which will be advertised. Selectman Ballou noted there has been discussion about a perimeter road, so people do not have to back out of the cemetery. Marcia Murphy asked if the mowing was going to be done through a contract versus hourly. Selectman Ross-Raymond replied the BOS is still discussing this.

Insurance (4196) – Increased by \$300 dollars.

Advertising & Assoc. Dues (4197) – TA Warren stated the public notices line was increased (+\$400 dollars) due to amount of advertising that was needed to fill the “Shoveler” position.

Other Gen Gov’t (4199) – Level funded.

Utilities & Street Lights (4316) - Level funded.

Solid Waste Clean-up (4325) – This budget has decreased.

Health Agencies (4415) – TA Warren stated the \$300 dollars for Health Officer’s supplies has been dropped out of the budget because it has been taken out of the Building Inspector’s budget.

Direct Assistance (4442) – TA Warren reported a decrease of \$5,000 dollars based on last year’s figures.

Patriotic Observations (4583) - Level funded.

Debt Services – Principal (4711) & Interest (4721) – TA Warren stated the Pingree Bridge will be paid off in 2022 and the Safety Building will be paid off in 2019.

Interest -TANS (4723) – Level funded.

Capital Budget (5500) 2015 Warrant Articles – The Budget Committee reviewed the draft Warrant for the Annual 2015 Town Meeting, which contains a total of fourteen articles. ***Article #5 - \$35K to be added to the Fire Emergency Services Capital Reserve Fund (CRF).*** Acting Chair Landry asked if the Chief discussed purchase with another municipality. Fire Chief MacDuffie replied he has, there would be no real savings if the Town purchase one truck or four and would be done by State bid prices. Acting Chair Landry stated we are a small Town and this is a lot of money (\$262K estimate) for the use we would get out of it. Acting Chair Landry asked if used vehicles were looked at. Fire Chief MacDuffie replied yes but then we wouldn’t be sure of what we would be getting, then the truck’s life is going to be stretched out and the Town will be right back where it started. Ed Sawyer asked how old the current truck is and Fire Chief MacDuffie replied 1986. Acting Chair Landry stated he would like to see the request dropped to \$25K. Fire Chief MacDuffie noted he needs half of the money (\$90K) for the chassis, in order to get the discount. TA Warren noted the truck cannot be purchase until after Town Meeting approval. A brief discussion was held regarding the timeline for delivery of the new truck when purchase. Selectman Ross-Raymond provided the Budget Committee with a 7-year tax commitment comparison and stated Salisbury has been lower than other Towns. Acting Chair Landry replied it is the same for everyone, we do a great job keeping our budget down and departments do not go without but the funds will not be needed until next year. Acting Chair Landry made a **motion** to reduce Article #5 from \$35K to \$25K. Steve Wheeler **seconded** the motion and the **motion passed**. *Ralph Downes was opposed.*

Article #6 - \$22K to be added to the Rescue Emergency Services Capital Reserve Fund (CRF). Sandy Miller made a **motion** to reduce Article #6 from \$22K to \$15K. Ed Sawyer **seconded** the motion and the **motion passed**. *Ralph Downes was opposed.*

Article #7 - \$15K to be added to the Transfer Station / Recycling Capital Reserve Fund (CRF) established in 2002 and to fund this appropriation by transfer from the unreserved fund balance as of 12/31/14. This amount is equivalent to a portion of the amount which was received from the Solid Waste Co-op reimbursement in 2014. Acting Chair Landry stated there is a lot of money in this CRF and we still do not know what the end result will be. Selectman Ballou suggested a committee be formed because there have been a few different ideas discussed. Steve Wheeler stated as long as we do not invest like the Town of Hopkinton, who now has state of the art equipment and noted the incinerator is closing in 2022. Ed Sawyer explained it is hard to decide when he doesn’t know what the Co-op is going to do. Selectman Ballou noted there should be a shelter at the Transfer Station for the Attendants. Selectman Schmidl stated a compactor is always going to be needed.

Acting Chair Landry made a **motion** to leave this request the same as last year, \$10K. Ed Sawyer **seconded** the motion and the **motion passed**. *Ralph Downes and Bill MacDuffie Sr. were opposed.*

Acting Chair Landry made a **motion** to accept the proposed 2% salary increase. Ralph Downes **seconded** the motion and the **motion passed unanimously**.

Acting Chair Landry made a **motion** to accept the proposed budget at \$1,181,678 dollars for the purposes of discussion. Ed Sawyer **seconded** the motion. The **motion passed unanimously**.

Update of Selectmen's Issues – Selectman Ross-Raymond reported the School's District's retired bond in the amount of \$2 million dollars has been paid off and they are proposing a 4% decrease in the their overall budget but increasing the district's operating budget by 1.7%.

Term Expirations –Jeff Nangle, Joe Landry and Bill MacDuffie Sr. all have terms expiring in 2015. The filing period is January 21st through January 30th. Joe Landry indicated he would not be running this year.

Budget Committee's next meeting – Meetings for 2014/2015: **Monday, February 9, 2015 at 6:00 p.m.**

Ed Sawyer made a motion to adjourn at 8:47 p.m. Ralph Downes seconded the motion and the motion passed unanimously.

Respectfully submitted,
April Rollins, Municipal Secretary