

TOWN OF SALISBURY

Budget Committee Business Meeting Summary

December 11, 2017

Marcia Murphy, Chair	Present	Sandy Miller	Present
Ralph Downes, Vice Chair	Absent	Salvatore Morgani	Present
Dave Merwin	Present	Nancy Hayden	Present
Jason Hood	Present	Ken Ross-Raymond, Selectman Ex-Officio	Present
Sara (Sally) Jones	Present	Margaret Warren, Town Administrator	Present
Bill MacDuffie, Sr.	Present	April Rollins, Municipal Secretary	Present

Other Selectmen Present: None.

General Public Present: Kathie Downes, Bill MacDuffie Jr., Steve Wheeler, Alison Thomas, Katherine Bollenbach and David Kelly.

Handouts for Meeting:

- 2018 Budget figures through 11/30/17

Chair Murphy opened the meeting at 7:00 p.m.

Review & Approve Minutes of November 13, 2017 – Dave Merwin made a **motion** to approve the meeting minutes of November 13, 2016 with corrections. Sally Jones **seconded** the motion. The **motion passed unanimously**.

Meeting with Department Heads for the 2018 budget year

Police Department (4210) - TA Warren presented no changes. Bill MacDuffie made a **motion** to accept this section of the budget at \$20,000 dollars for the purposes of discussion. Sally Jones **seconded** the motion. Dave Merwin asked if the Selectmen's Office gets police incident reports on a regular basis. Selectman Ross-Raymond replied there has been a few months when the reports have been late but they do receive them monthly and they are all on file downstairs. The **motion passed unanimously**.

Ambulance (4215) - Chief MacDuffie explained that the dispatch line has been increased a little bit, as well as the services for the "LUCAS" device. Sal Morgani asked what the costs for defibrillator are and Chief MacDuffie replied approximately \$32K.

Fire Department (4220) - Sandy Miller asked if the increase for the department's part-time Secretary was more than 2% and Chief MacDuffie replied her hourly rate has been increased by one dollar to \$16 dollars an hour, as a raise. Chief MacDuffie stated everything else is pretty much the same except for dispatch. Sal Morgani asked what the Firehouse reporting line is. Chief MacDuffie explained that it is software required by the State for incident reporting and the line also include the IamResponding (IAR) application, which is similar to a pager. Selectman Ross-Raymond asked if the department is checking the "AED" units. Chief MacDuffie stated yes, the Fire Department will be checking all of them from now on. Chair Murphy asked about the air pack's lease and Chief MacDuffie replied a capital reserve fund (CRF) was started to cover those costs. Selectman Ross-

Raymond asked if they are applying for grants this coming year. Chief MacDuffie stated they have already started the grant process for 2018.

Emergency Management/Forest Fire (4290) - Chief MacDuffie explained that the forestry grant is used for things like tools, gear, etc. Selectman Ross-Raymond noted that all three budgets combined are about \$200 dollars less than last year. Selectman Ross-Raymond made a **motion** to accept the Ambulance budget at \$28,100 dollars, the Fire Department budget at \$35,656 dollars and the Emergency Management /Forest Fire budget at \$8,700 dollars for the purposes of discussion. Jason Hood **seconded** the motion. The **motion passed**. *Bill MacDuffie, Sr. abstained.*

Highway (4312) - Road Agent, Bill MacDuffie Jr. presented the highway budget, which is level funded. Sal Morgani made a **motion** to accept this section of the budget at \$268,945 dollars for the purposes of discussion. Selectman Ross-Raymond **seconded** the motion. The **motion passed**. *Bill MacDuffie, Sr. abstained.*

Highway projects (4910) - Road Agent, Bill MacDuffie Jr. explained that there was an extra \$58K from the State added to this year's projects, so we should be able to do the whole second half of North Road and is an estimated savings of \$35K. Jason Hood made a **motion** to accept this section of the budget at \$210,000 dollars for the purposes of discussion. Sally Jones **seconded** the motion. The **motion passed**. *Bill MacDuffie, Sr. abstained.*

Recycling (4323) - Steve Wheeler explained that there are a lot of increases because China is no longer accepting the import of plastics from the United States because of contaminated materials being shipped. Manager Wheeler stated hauling rates have increased also and now the Town is paying a container rental charge which it had not in the past but now we have a contract. Chair Murphy noted that electronics have increased and plastics have doubled. Manager Wheeler replied yes, we charge for disposal but there is no domestic market for plastic, which is \$90 dollars per ton. Manager Wheeler noted that there is no regulated recycling by the government, so there is no standard and as the Town grows things could become significantly more expensive. Jason Hood asked if the Town could go to single source recycling. Manager Wheeler replied no, the Town would lose revenue and it would cost more. Sandy Miller asked if aluminum cans are still recycled. Manager Wheeler replied yes, he takes care of them himself and it pays out at fifty eight cents (\$0.58) per pound. Sandy Miller made a **motion** to accept this section of the budget at \$10,976 dollars for the purposes of discussion. Sal Morgani **seconded** the motion. The **motion passed unanimously**.

Transfer Station (4324) - Manager Wheeler reported that most of the increase in this section of the budget is from an increase in "MSW" hauling and the container rentals. Manager Wheeler explained the tipping fee has not been established to date, so the figure is an estimate on his part but he should have a firm number by the end of December. Manager Wheeler stated they didn't go through the formal bid process and decided to go with the existing supplier (Casella). Chair Murphy asked how long the new contract is good for and manger Wheeler replied until 2020'. Bill MacDuffie made a **motion** to accept this section of the budget at \$88,365 dollars for the purposes of discussion. Sal Morgani **seconded** the motion. The **motion passed unanimously**.

Library (4550) - Director Bollenbach explained that 2% salary increases have been provided for and the hours have been increased as well, which would start in January. Trustee, Alison Thomas noted the Library has been converted to fiber optic for the telephones and the internet. Selectman Ross-

Raymond made a **motion** to accept this section of the budget at \$39,992 dollars for the purposes of discussion. David Merwin **seconded** the motion. The **motion passed unanimously**.

Update of Selectmen's Issues – Selectman Ross-Raymond informed the committee that he would be visiting the company finishing the tanker on Saturday and would have more information at that point. Selectman Ross-Raymond stated the tax rate increase was not just the school, the Town's revenue was down over 2016 and so if the revenues come in low then it will be close. Selectman Ross-Raymond noted the budget was up by \$107K last year and if the increases are the same then the taxes will go up. Chair Murphy asked Selectman Ross-Raymond if he had a sense of the percentage increase for this year. Selectman Ross-Raymond replied he wasn't sure but the warrant articles have not been included yet. Chair Murphy stated the School District has discussed a three percent increase but think a nine percent increase is more achievable. Selectman Ross-Raymond replied the school's commitment always increases and is typical. Bill MacDuffie asked if it would be worth it to put a write up regarding the tax rate in the Town Report. Selectman Ross-Raymond stated the Town cannot collect more than is needed to operate but he doesn't personally know what the solution is and the Town's departments are doing a great job. Dave Merwin stated the school's budget has increased by 10 million dollars on 6 years and asked if other districts are comparable. Selectman Ross-Raymond replied yes. Sandy Miller noted the Town doesn't have many big businesses. Dave Kelly stated an article in the Town Report was mentioned and suggested an informational night, so residents can have a discussion with the Selectmen before Town Meeting. Bill MacDuffie stated most people assume that the Selectmen set the tax rate but it is set by the NH Department of Revenue. An informational session will take place on Volunteer Appreciation Night.

Budget Committee's next meeting – Monday, *January 8, 2018 at 7:00 p.m.* The Public Hearing on the proposed budget will be held on Thursday, *February 8, 2018 at 6:30 p.m.* with a **snow date** of Monday, February 12, 2018.

Adjournment - Sally Jones made a **motion** to adjourn at 8:20 p.m. Bill MacDuffie **seconded** the motion and the **motion passed unanimously**.

Respectfully submitted,
April Rollins, Municipal Secretary