

TOWN OF SALISBURY

Budget Committee Business Meeting Summary

January 8, 2018

Marcia Murphy, Chair	Present	Sandy Miller	Absent
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: Pete Ballou

General Public Present: Kathie Downes and Fire Chief, Bill MacDuffie

Handouts for Meeting:

- 2018 Proposed Budget & Revenue figures through 12/31/17
- 2018 Warrant Articles
- Capital Improvements Program 2018-2023

Chair Murphy opened the meeting at 7:04 p.m.

Review & Approve Minutes of December 11, 2017 – Sally Jones made a **motion** to approve the meeting minutes of December 11, 2017 with one correction. Selectman Ross-Raymond **seconded** the motion. The **motion passed unanimously**.

Review 2017 Budget & Revenue Figures by Department

Executive (4130) – Sal Morgani made a **motion** to accept this budget for the purposes of discussion at \$101,453 dollars. Selectman Ross-Raymond **seconded** the motion. Discussion; Chair Murphy asked why the increases were different. Kathie Downes explained that those position are hourly and usually do not work all of the hours that are budgeted for. TA Warren stated it is a 2% increase for the Administrative Assistant, Municipal Secretary and the Bookkeeper. The **motion passed unanimously**.

Elections, Registrations & Vital Statistics (4140) – Selectman Ross-Raymond explained that this budget is based on the number of elections. Sally Jones made a **motion** to approve this section of the budget at \$26,925 dollars for the purposes of discussion. Selectman Ross-Raymond **seconded** the motion and the **motion passed unanimously**.

Financial Administration (4150) – TA Warren stated a budget line has been added for the Town's new website and the amount for the assessing line is an estimated figure. Chair Murphy asked if the new copier for the Town office came out the 2017 budget. TA Warren replied yes. Selectman Ross-Raymond made a **motion** to approve this section of the budget at \$82,086 dollars for the purposes of discussion. Jason Hood **seconded** the motion and the **motion passed unanimously**.

Legal (4153) – Bill MacDuffie Sr. made a **motion** to approve this budget at \$12K. Sal Morgani **seconded** the motion and the **motion passed unanimously**.

Personnel Admin. (4155) – TA Warren explained that the Health Insurance has decreased by about

6%, so this budget is almost the same as last year. Bill MacDuffie Sr. made a **motion** to approve this section of the budget at \$35,300 dollars. Jason Hood **seconded** the motion and the **motion passed unanimously**.

General Government Buildings (4194) – TA Warren stated there is an increase in the grounds maintenance/mowing because it has been level funded for quite a while. Chair Murphy asked what is being proposed for building projects. Fire Chief MacDuffie replied it is for new “key fobs” and stairs at the Life Safety Building through a grant. Jason Hood made a **motion** to approve this section of the budget at \$79,800 dollars for the purposes of discussion. Bill MacDuffie Sr. **seconded** the motion. Discussion; Bill MacDuffie Sr. asked who mows at the Historical Society and Selectman Ross-Raymond replied the Town does. Bill MacDuffie Sr. stated he feels the Town should stop mowing at the Historical Society, for the record. AA Downes recalled the land being owned by the Town. The **motion passed unanimously**.

Insurance (4196) – Sally Jones made a **motion** to approve this section of the budget at \$17,755 dollars for the purposes of discussion. Sal Morgani **seconded** the motion and the **motion passed unanimously**.

Advertising & Assoc. Dues (4197) – Bill MacDuffie Sr. made a **motion** to approve this section of the budget at \$4,800 dollars for the purposes of discussion. Sally Jones **seconded** the motion and the **motion passed unanimously**.

Other General Government (4199) – Sally Jones made a **motion** to approve this section of the budget at \$1,000 dollars for the purposes of discussion. Selectman Ross-Raymond **seconded** the motion and the **motion passed unanimously**.

Utilities & Street Lights (4316) - Selectman Ross-Raymond made a **motion** to approve this section of the budget at \$2,500 dollars for the purposes of discussion. Bill MacDuffie Sr. **seconded** the motion and the **motion passed unanimously**.

Solid Waste Clean-up (4325) – Jason Hood made a **motion** to approve this section of the budget at \$6,400 dollars for the purposes of discussion. Bill MacDuffie Sr. **seconded** the motion and the **motion passed unanimously**.

Health Agencies (4415) – Bill MacDuffie Sr. made a **motion** to approve this section of the budget at \$3,000 dollars for the purposes of discussion. Jason Hood **seconded** the motion. *Discussion;* Sal Morgani expressed concern with providing funds to the VNA because the number are skewed and the total number of residents served is provided but some of the bills are paid by Medicare. Selectman Ballou replied there are still budget gaps but the Town is paying for a service and if we didn’t help fund the program they may go out of business. Chair Murphy added that some of their support services are not billable, i.e. grief services, etc. The **motion passed unanimously**.

Direct Assistance (4442) – Selectman Ross-Raymond made a **motion** to approve this section of the budget at \$27,000 dollars for the purposes of discussion. Bill MacDuffie Sr. **seconded** the motion. TA Warren stated the Community Action Program (CAP) helps with fuel assistance. The **motion passed unanimously**.

Patriotic Observations (4583) - TA Warren stated one dollar has been placed in the Sestercentennial line for fundraising. Selectman Ross-Raymond made a **motion** to approve this section of the budget at \$3,501 dollars for the purposes of discussion. Bill MacDuffie Sr. **seconded** the motion and the **motion passed unanimously**.

Debt Services – Principal (4711) & Interest (4721) – Selectman Ross-Raymond made a **motion** to approve the 4711 budget at \$86,912 dollars for the purposes of discussion and the 4721 budget at \$11,100 dollars. Jason Hood **seconded** the motion and the **motion passed unanimously**.

Capital Budget (5500) 2017 Warrant Articles – Selectman Ross-Raymond explained that the warrant articles show a huge decrease from last year because they are all things that the Town can live without and the loan for the Life Safety Building will be retired next year. Selectman Ross-Raymond noted the road projects have been increased, in order to do both this year because it will save the Town \$35K and \$100K will be appropriated for next year to top coat North Road. Bill MacDuffie Sr. noted costs will depend on oil prices. Chair Murphy stated the highway maintenance line never increases and asked why. Selectman Ross-Raymond replied the Road Agent has held prices for a long time but they have informed us prices will be going up next year. Chair Murphy asked if there was a road maintenance plan. Selectman Ross-Raymond replied the roads plan is in the Capital Improvements Program. Selectman Ross-Raymond stated when they met with the School District they explained that the increases were based on enrollment but Salisbury's numbers have decreased and the reason is really due to their budget increases. Chair Murphy stated people need to go to the meetings and ask lots of questions, the School recently has decided to eliminate 7th & 8th grade football, lacrosse and cheerleading which will now go through Blue Storm Sports. Sal Morgani asked if the calculation for the school's tax rate was based on per student numbers. Selectman Ross-Raymond replied not entirely, it's a fairly complicated formula. Fire Chief MacDuffie stated if the air pack & defibrillator lines are reduced this year then both will need to more than previous years because they are known service dates and costs. Selectman Ross-Raymond replied made a **motion** to approve this section of the budget at \$28,400 dollars for the purposes of discussion. Bill MacDuffie Sr. **seconded** the motion and the **motion passed unanimously**. *The total proposed budget with warrant articles is \$1,267,348 dollars.*

Capital Improvements Program (CIP) 2018-2023 - Sally Jones made a **motion** to approve the 2018-2023 CIP for the purposes of discussion. Sal Morgani **seconded** the motion and the **motion passed unanimously**.

Update of Selectmen's Issues – Selectman Ross-Raymond stated most of the budget increases are things the Town has no control over, the Transfer Station is up by \$14K and salary increases are only about \$2,500 dollars. Jason Hood asked if the Town could get quotes from other companies for trash removal /hauling. Selectman Ross-Raymond replied not really because there is no competition. Chair Murphy stated purchasing a compactor would help but then there would need to be power. Selectman Ross-Raymond noted the Town did not have a contract before, so now we are catching up after many years of having a discounted service.

Term Expirations – Sal Morgani, Bill MacDuffie Sr. and Jason Hood all have 3-year terms expiring in 2018. Sally Jones explained that she is in the process of selling her home, so there would be a 2-year term available as well. The filing period for Declaration of Candidacy is January 24th through February 2nd.

Next Meeting – The Public Hearing on the proposed budget will be held on Thursday, **February 8, 2018 at 6:30 p.m.** at the Academy Hall, with a **snow date** of Monday, February 12, 2018 @ 6:30 p.m.

Sally Jones made a motion to adjourn at 8:17 p.m. Bill MacDuffie Sr. seconded the motion and the motion passed unanimously.

Respectfully submitted,
April Rollins, Municipal Secretary