



Budget Committee

Meeting Minutes
Wednesday, November 9, 2020

Approved

Jason Hood, Chair (2021)	Present	Marcia Murphy, Vice Chair (2023)	Present
David Kelly (2021)	Present	Bill MacDuffie, Sr. (2022)	Absent
Dave Merwin (2022)	Absent	Sandy Miller (2022)	Absent
Salvadore Morgani (2021)	Present	Velvet Sweeny (2023)	Present
Brett Walker, Selectman Ex-Officio	Absent	Kate Wilson, Recording Secretary	Absent
April Rollins, Town Administrator	Present	Kimberley Edelmann, Municipal Asst.	Present

Selectmen Present: None

Department Heads Present: None

General Public Present: None

Handouts for Meeting:

- 2021 Salisbury Free Library Proposed Budget
- Budget Sheet through October 2020
- Revenue Report through October 2020
- Draft Meeting Minutes of February 10, 2020
- Draft Meeting Minutes of October 19, 2020

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

Election of Chair & Vice Chair

With expressed appreciation for the work they had done on the Budget Committee to date, Salvatore Morgani made a **motion** to reelect Jason Hood as Chair and Marcia Murphy as Vice Chair. Dave Kelly **seconded** the

motion. The **motion passed unanimously**.

Budget Committee Vacancy

Chair Jason Hood explained that Nancy Hayden had resigned from the Budget Committee. Therefore, a vacancy existed. Also, he noted that Sandy Miller would be unable to attend meetings for a time due to illness. However, she was expected to return once she was feeling better.

Town Administrator April Rollins offered that the one vacancy could be advertised or the committee could recommend someone if they had someone in mind.

Jason Hood made a motion to advertise the vacancy. David Kelly **seconded** the motion. The **motion passed unanimously**.

The question was asked if a relative could be on the committee. It was noted this would be allowed.

Review & Accept Draft Minutes Minutes

Dave Kelly made a **motion** to accept the meeting minutes of February 10, 2020 as written. Salvatore Morgani **seconded**. The **motion passed unanimously**.

Jason Hood made a **motion** to accept the meeting minutes of October 19, 2020 as written. Dave Kelly **seconded**. The **motion passed unanimously**.

Budget Recommendations

Town Administrator April Rollins noted that the Selectmens' recent budget suggestions were included in the budgets presented.

4215 Ambulance - Chief MacDuffie - Level funded at \$101,200 - Jason Hood made a **motion** to accept the Ambulance Budget for 2021 at \$101,200. Marcia Murphy **seconded**. The **motion passed unanimously**.
4220

4220 Fire Department - Chief MacDuffie - Increased \$2500 to \$49,829.63 - Jason Hood reviewed the areas of increase. These were Vehicle Maintenance (\$1500), Radio / Pager Repairs (\$500) and New Equipment (\$500). April Rollins noted that typically those lines were over budget. Jason Hood made a **motion** to accept the Fire Department budget at \$49,829.63. Salvatore Morgani **seconded**. The **motion passed unanimously**.

4290 Emergency Management / Forest Fire - Chief MacDuffie - Level funded at \$8700 - It was noted that EM Fore Fire New Equipment had no expenditures to date. It was also noted that EM Forest Fire Vehicle Maintenance, budgeted at \$750, had been \$2104.34 expended. April Rollins explained that a lot of work had been needed on the Forestry Truck.

Jason Hood made a **motion** to accept the Forestry budget at \$8700. David Kelly **seconded**. The **motion passed unanimously**.

4210 - Police - BOS - Level funded at \$19,800 - April Rollins noted that the Selectboard was disappointed that

there hadn't been more coverage during the year. Discussions with the State Police regarding the contract and coverage would follow. It was noted that the hourly rates per officer do vary.

Jason Hood made a **motion** to accept the Police budget at \$19,800. David Kelly **seconded**. The **motion passed unanimously**.

4312 - Highways & Streets Maintenance - Bill MacDuffie, Jr., Road Agent - Increased \$40,000 to \$340,322 -

Jason Hood noted that the \$40,000 increase was made up of \$20,000 increases in the Summer and Winter Maintenance lines. April Rollins noted that the increases were reflective of the increasing cost of materials.

Salvatore Morgani asked if summer maintenance was concluded for the year. April Rollins shared that there was some summer work outstanding.

Jason Hood made a **motion** to accept the Highways & Streets Maintenance budget at \$340,322. David Kelly **seconded**. The **motion passed unanimously**.

4910 - Highway Projects - Bill MacDuffie, Jr., Road Agent - Pending - April Rollins shared that the Road Agent was waiting to get a quote for work on Raccoon Hill Road. Therefore, the budget discussion with the Selectboard was on hold.

Jason Hood suggested the committee discuss this aspect of the budget at a following meeting.

4323 - Recycling - Jerry Williams, Manager - Pending - April Rollins noted that the Town was waiting information about the contract with the Northeast Resource Recovery Association (NRRA). The NRRA was still negotiating with Casella Waste Management. April expected to hear something in the near future.

4324 - Transfer Station - Jerry Williams, Manager - Pending - Jason Hood suggested that both the Recycling and Transfer Station budgets be considered at the next meeting.

4550 - Library - Michelle Carr, Chair - Level funded at \$45,468 - April Rollins noted that a copy of the Library's budget was in the committee members' packets.

Marcia Murphy asked if the library budget was just given to the library for them to spend as they wish. April Rollins confirmed this to be the case. The funds were provided as quarterly payments. Marcia asked what happened to any unused funds. April confirmed that the library uses the funds as they need and retain the full amount, expended or not. The Library Trustees decide how the funds are used.

After discussion, the committee agreed they would like to have the Library present their budget, revenue figures, and how their funds are actually expended.

Selectmen's Report

Nothing to report.

Jason Hood heard that the budget was on track. April Rollins confirmed this to be the case. Revenue from the State was about the same as it was in 2019. However, in 2021, due to the impact of Covid-19 on businesses, shared revenue from Meals & Rooms and Rentals may be lower. This was still unknown.

Martha Murphy asked if Penacook Rescue had invoiced the Town yet. April Rollins confirmed they had not sent it

yet.

Revenue

Committee members reviewed the Revenue Report, January through September 2020.

Salvatore Morgani asked about the Motor Vehicle Stickers. April Rollins explained they were the actual stickers that go on the vehicles. There was a charge for those stickers.

It was noted that revenue is no longer received for the Ambulance, as the Town had a contract with Penacook. The Town still had two ambulance vehicles. The buyer who had signed a sales & purchase agreement with Firetec, the auction house listing agent, was unreachable. The price had been reduced by \$4000 to \$16,000, of which Firetec would get 10% commission.

Next Meeting - Monday, December 14, 2020 at 7:00 p.m.

Jason Hood made a **motion** to adjourn at 7:46 p.m. Dave Kelly **seconded** the motion and the **motion passed unanimously**.

Respectfully Submitted,
Kimberley Brown Edelmann
Sitting in for Kate Wilson