

**Salisbury Budget Committee**  
**Approved Meeting Minutes**  
**November 8, 2021**

A meeting of the Salisbury Budget Committee was held on Monday, November 8, 2021 at 7:00 p.m. at Academy Hall.

Jason Hood, Chairman (2024)	Present	Marcia Murphy, Vice Chair (2023)	Present
David Kelly (2024)	Present	Bill MacDuffie, Sr. (2022)	Present
David Merwin (2022)	Present	David Croft (2024)	Absent
Jennifer Hoyt (2023)	Present	Velvet Sweeney (2023)	Present
Brett Walker, Selectman (2022)	Present	Jeff Blanchard (2022)	Absent
April Rollins, Town Administrator	Present	Jennifer King, Recording Secretary	Present

**Public Attendees: Bill McDuffie Jr.**

**Attending Via Zoom: Gayle Landry**

Chair Hood called the meeting to order at 7:00 p.m.

**OLD BUSINESS**

Approve Minutes

Chair Hood **motioned** to accept the draft meeting minutes of October 18, 2021 as written. David Kelly **seconded** the motion which passed unanimously.

**AGENDA ITEMS**

Budget Meetings with Department Heads

**4220 – Fire Department –\$39,341**

No discussion or questions asked.

Chair Hood **motioned** to approve the Fire Department budget at \$39,341.00. Selectman Walker **seconded** the motion and it passed unanimously.

**4215 – Ambulance –\$103,290**

TA Rollins noted that this may increase.

Chair Hood **motioned** to approve the Ambulance Budget at \$103,290.00. Dave Merwin **seconded** the motion which passed unanimously.

**4290 - Forestry- \$9,140**

No discussion or questions asked.

Chair Hood **motioned** to approve the Forestry Budget at \$9,140.00. David Kelly **seconded** the motion which passed unanimously.

**4312 – Highways and Streets Maintenance –\$350,322.**

No discussion or questions asked.

Chair Hood **motioned** to approve the Highway budget at \$350,322.00. Jennifer Hoyt **seconded** the motion and it passed unanimously.

**4910 – Highway Projects – Bill McDuffie Jr. – \$170,000**

No Discussion or questions asked.

Chair Hood **motioned** to approve the Highway Projects budget at \$170,000. Dave Kelly **seconded** the motion and it passed unanimously.

**4130 - Executive - \$112,466**

No Discussion or questions asked.

Chair Hood **motioned** to accept the Executive budget at \$112,466. David Merwin **seconded** the motion and it passed unanimously.

**4153 - Legal- \$15,000**

Selectman Walker gave a brief overview of the increase in this department.

Chair Hood **motioned** to accept the Legal budget at \$15,000.00.

Selectman Walker **seconded** the motion and it passed unanimously.

**4155 – Personnel Adm –\$14,641.00**

TA Rollins gave a brief explanation of the increase, stating that a lot of the increase were for items out of their control. She is still awaiting final figures on payroll taxes.

Chair Hood **motioned** to table the vote on Personnel Adm budget. David Merwin **seconded** the motion which passed unanimously.

**4194 – General Government Buildings - \$67,888**

No discussion or questions asked.

Chair Hood **motioned** to accept the General Government Buildings budget at \$67,888. Bill McDuffie Sr. **seconded** the motion which passed unanimously.

**4196 – Insurance –\$20,336**

No discussion or questions asked.

Chair Hood **motioned** to approve the Insurance budget at \$20,336. Jennifer Hoyt **seconded** the motion which passed unanimously.

**4197 – Advertising and Association Dues - \$5,500.00**

Brief discussion occurred on this item regarding Public Hearing notices.

Chair Hood **motioned** to accept the Advertising and Association Dues budget at \$5,500.00. Selectman Walker **seconded** the motion and it passed unanimously.

#### **4199 – Other General Gov’t. – \$1,000.00**

No discussion or questions asked.

Chair Hood **motioned** to approve the Other General Gov’t. budget at \$1,000.00. David Kelly **seconded** the motion which passed unanimously.

#### **4316 – Utilities & Street Lights - BoS – \$3,200.00**

No discussion or questions asked.

Chair Hood **motioned** to approve the Utilities and Street Light budget at \$3,200. David Kelly **seconded** the motion which passed unanimously.

#### **4323/4324 – Recycling/Transfer Station**

Selectmen Walker requested that they table these items until the next meeting as they are still working on the numbers.

Chair Hood inquired as to the status of the generator. Selectman Walker said that they are currently working on delivery dates. They expect it by January.

Marcia Murphy inquired as to the increase in the Transfer Station Manager’s salary. Selectman Walker said that the increase is a reflection of the actual work that this role is responsible for.

Marcia Murphy also wanted to know if Mr. LaFlamme will be taking a more active role in budgeting. Selectman Walker said that is something they will be working with him on.

Marcia Murphy asked if they expect the budget to decrease with the new compactor in place. Selectman Walker responded that they do expect a decrease.

Chair Hood **motioned** that they table the Recycling budget to review at a future meeting. David Kelly **seconded** the motion which passed unanimously.

Chair Hood **motioned** that they table the Transfer Station budget to review at the next meeting. Selectman Walker **seconded** the motion which passed unanimously.

#### **4325 – Solid Waste Clean-up - \$9,600**

No discussion or questions asked.

Chair Hood **motioned** that they accept the Solid Waste Cleanup Budget at \$9,600. David Merwin **seconded** the motion which passed unanimously.

#### **4414 – Animal Control - \$1.00**

No discussion or questions asked.

Chair Hood **motioned** that they accept the budget for Animal Control at \$1.00. Selectman Walker **seconded** the motion which passed unanimously.

**4415 – Health Agencies - \$2,500**

Chair Hood reviewed a request to include money in their budget to support CASA (Court Appointed Special Advocates)

Chair Hood **motioned** that they accept the budget for Health Agencies at \$2,500. David Kelly **seconded** the motion which passed unanimously.

**4442 -Direct Assistance – \$22,000**

Chair Hood asked why this budget doesn't seem to get spent. TA Rollins explained that it depends on what assistance is needed by residents.

Chair Hood **motioned** that they accept the budget for Direct Assistance at \$22,000 David Merwin **seconded** the motion which passed unanimously.

**4583 -Patriotic Observations – \$4,160**

Chair Hood noted that the increase of \$160 is to purchase more flags.

Chair Hood **motioned** to accept the budget for Patriotic Observations at \$4,160. David Kelly **seconded** the motion which passed unanimously.

**4711 -Debt Services – Principal - \$50,246**

No discussion or questions asked.

Chair Hood **motioned** to accept the budget for Debt Services- Principal at \$50,246 Selectman Walker **seconded** the motion which passed unanimously.

**4721 -Debt Services – Interest - \$2,913**

No discussion or questions asked.

Chair Hood **motioned** to accept the budget for Debt Services- Interest at \$2,913 Selectman Walker **seconded** the motion which passed unanimously.

**4723 – Interest – TANS**

No discussion or questions asked.

Chair Hood **motioned** to accept the budget for TANS at \$1.00 Selectman Walker **seconded** the motion which passed unanimously.

**4902 – Capital Outlay - \$0.00**

No discussion or questions asked.

Chair Hood **motioned** to accept the budget for Capital Outlay at \$0.00 Selectman Walker **seconded** the motion which passed unanimously.

**4909 – Capital Outlay (other than buildings) - \$0.00**

No discussion or questions asked.

Chair Hood **motioned** to accept the budget for Capital Outlay (other than buildings) at \$0.00. Selectman Walker **seconded** the motion which passed unanimously.

#### **4919 – Agency Funds (CC Town Contribution) - \$0.00**

No discussion or questions asked.

Chair Hood **motioned** to accept the budget for Agency Funds at \$0.00

David Merwin **seconded** the motion which passed unanimously.

#### **5400 – Transfers to Trust Funds - \$0.00**

No discussion or questions asked.

Chair Hood motioned to accept the budget for Agency Funds at \$0.00

Selectman Walker seconded the motion which passed unanimously.

#### **5500 – CRF**

Discussion occurred regarding future plans for developing a highway department, and what the scope of the project might be. Marcia Murphy asked for particulars on anticipated staffing and equipment needs for such a department: would they go with an Elected Road Agent with town employees that work under them, or a different arrangement? Selectman Walker said they haven't looked deeply into it at this point but acknowledges that it is something they need to begin working on, perhaps beginning with developing a committee.

Selectman Walker suggested leaving the CRF Warrant Articles level funded at \$113,500 for this year, adding \$8,500 to the Equipment line.

Discussion also occurred regarding the possibility of developing a Public Works department.

TA Rollins said that the estimated Meals and Rooms tax has been added to the revenue sheet.

#### **OTHER BUSINESS**

BoS update: Selectman Walker gave an update from the Board of Selectmen:

- The tax rate was set at \$23.75 (down from \$24.60 last year).
- The generator for the Transfer Station has been delivered, and they are hopeful that they will be seeing the compactor by the end of this year.

Chair Hood stated that the next meeting will be held on December 13 at 7 p.m.

Chair Hood **motioned** to adjourn the meeting.

Bill MacDuffie Sr. **seconded** the motion and the meeting adjourned at 8:09 p.m.

Respectfully submitted by Jennifer King, Recording Secretary