

**ADVISORY BUDGET COMMITTEE
TOWN OF MADISON
October 30, 2018
MINUTES**

Members Present – Bill Lord; Selectmen Representative John Arruda; School Board Representative Jim Curran; Ron Force; Jeffrey Balogh; Ned Rogerson

Members Absent – Nicole Nordlund

Others Present – Selectmen Josh L. Shackford; Finance Director Su Stacey; Police Chief Ted Colby; Fire Chief Richard Clark; DPW Director Jon Cyr; MES Principal Heather Woodward; Fireman Dave Cribbie; Recording Secretary Linda Shackford; Madison TV Videographer Carol Dandeneau

Where and When Posted – Town Hall upper & lower bulletin boards and Madison & Silver Lake Post Offices on September 18, 2018.

Meeting Called to Order – By Lord at 6:00 p.m.

Pledge of Allegiance: Lord led those assembled in the Pledge of Allegiance.

Lord asked for a nomination for Chairman of the committee. Curran made a **motion** to nominate Lord as chairman of the committee, seconded by Force. Lord accepted the nomination. The motion passed **unanimously**.

ADVISORY BUDGET COMMITTEE SCHEDULE REVIEW – Chairman Lord discussed with the committee the meeting date schedule for 2018 which will be held at the lower level of Town Hall commencing at 6:00 pm:

- November 27
- December 11

SCHOOL BUDGET MEETING SCHEDULE REVIEW - Curran informed the committee of the school budget meeting scheduled. There will be meetings on:

- November 5th at 7:30 pm
- December 3rd at 6:00 pm

CURRENT DRAWDOWN REVIEW - Arruda noted that we are 83% of the year with 76.6% of the budget utilized. The committee reviewed each department's percentage used of the 2018 budget to date noting the percentage spent. Force asked if there is anything coming up in the next two months that could adversely affect the budget. There is a ZBA case that is incurring legal fees. This case will continue into 2019 but no remarkable effect is expected.

2019 PROPOSED OPERATING BUDGET REVIEW – Lord began the discussion with the overarching concern that the town proposed budget, coupled with the School proposed budget, on top of the current increases in property taxes, should cause all to attempt to minimize any increases in budgets for this year. He asked that each of the Town sections of the budget be very carefully examined for potential level funding, or decreased funding. It was noted that the proposed 2019 operating budget is 0.3% over 2018. The committee reviewed and discussed each section of the proposed 2019 budget. Discussion points are listed:

Conservation – Increase is due to administrator’s hours

Elections – Decrease is because there are not as many elections in 2019

Fire – Proposed 3% increase due to physicals required for training and because of contracted hose testing

General Government Buildings – Town Projects increased for insulation, carpeting and future unknowns

Highway – Part time Labor – Seasonal line increase due to restructuring of full-time positions to use more part-time labor. Increase to salary line is the combination of Director and Foreman salaries.

Mad TV – The number plugged in was \$20,000, there were no numbers received from Mad TV. Town meeting voted for \$24,000 at 2018 town meeting.

Parks & Rec – Director Cyr noted that the Field Maintenance and General Maintenance lines will not be increasing. They should remain at \$2,500 and \$650.00 respectively.

Personnel Administration – Unemployment/Other line increased due to layoff of two fulltime employees that could incur unemployment payouts.

Planning Board – Arruda will review with Planning Board at their next meeting to see if the amount in the secretary line needs to be \$10,000.

Zoning Board – Consideration was made to increase the legal line.

WARRANT ARTICLE REVIEW –

- Operating Budget – *Discussed below*
- Rubber Tired Excavator – *Discussed below*
- Dump with Plow – *Discussed below*
- 1-Ton truck– *Discussed below*
- Police Cruiser – *Regular rotation*
- Assessing – *Same as years past*
- Transfer Station Containers – *Cyr explained that having the ability to swap out containers, especially on weekends, would decrease the hauling costs which are the biggest expense.*
- Transfer Station Funnel System for Compactor – *Necessary safety upgrade because improvements to the containers causes loss of grandfathered safety waiver status e.g., personnel must be farther away from the crusher.*
- Transfer Station Roof for Funnel System – *Roof will keep out water and snow which adds weight and thus increased hauling costs.*
- Replace Library Roof – *Prices are being sought; question of if necessary this year.*
- Fire Command Vehicle – *It was asked if an old cruiser could be passed on. There are no spares available, as the Police cruiser will stay as a police spare. Article amount should read \$14,550.*
- Fire Station Parking Lot – *This has been on the CIP for several years. The \$100,000 estimate listed is better reflected as \$70 – 80,000 per Cribbie. Lord asked Director Cyr if some of it could be done by the DPW department. Cyr responded yes, with the BOS’s direction. J. Shackford feels jobs done in-house usually are less expensive. Cribbie suggested a better cost of \$65-70,000.00.*
- Fire Vehicle Exhaust System – *Chief Clark explained that the cancer presumption bill is the need for a ventilation system at the Fire Station. Rogerson asked what type of system is proposed. Clark responded a truck-mounted system. Arruda asked for a hard number on this article, Clark will double check. It was believed to be approx. \$9000 per vehicle, as reported last year.*
- Fireworks – *The BOS agreed with OHW to place an amount of \$6,000 in that article.*
- Conservation Land Acquisition – *J. Shackford will check with the Conservation Commission on whether there will be a warrant requested in 2019.*
- Bingo RSA Adoption – *Housekeeping for Old Home Week Beano event.*
- RSA 41:9-a Collecting Fees – *Same request that was defeated last year. It was suggested that the BOS have a better definition of what types of fees and the amounts in preparation for Town Meeting.*
- Charities – *Expected to be same as last year with the possible addition of one.*

J. Shackford asked if DPW Director Cyr would like to speak to warrant articles for his department. Lord noted that there is usually a grader article on the warrant. Cyr explained that he has a plan to bring in an addition of a rubber-tired excavator. The excavator would serve several uses one of which includes road-side mowing. The arrangement with another town is no longer available. This would require Madison to spend \$30,000 a year to rent a mower. The grader would be refurbished with funds from the expendable trust fund already established. With the assistance of the Department of Revenue, this fund would have to be dissolved by a vote of Town Meeting to allow for the funds to be used in other ways than originally intended. Lord asked Cyr to prioritize his three warrant articles. Cyr responded he would put the 1-ton truck last.

Chief Clark was asked to prioritize the warrant articles for his department. Clark stated he would place the command cruiser first and the exhaust system second. Clark noted that the garage doors for the fire station are being replaced with funds from the 2018 budget. Cyr commented that if the paving at the fire station is done with town equipment and labor, he could see the cost being closer to \$45,000; he and Chief Clark will collaborate on a combined effort to reduce the paving expense.

2018 TAX RATE:

Force commented that the increase in the rate was a shock to him and asked why such an increase. It was explained that there are usually funds close to the amount of \$650,000 in the General Fund that are used to buy down the tax rate. There was \$477,245 this year which was already less than the amount DRA recommends be in the fund (5%). J. Shackford stated this increase was inevitable, the municipal rate has not increased in 5 or 6 years.

Chief Clark spoke up and asked that the exhaust system warrant article be removed. Clark feels he can do the exhaust system out of his annual operating budget by slowly outfitting vehicles over time.

PUBLIC COMMENTS – There were none.

NEXT ADVISORY BUDGET COMMITTEE MEETING – The next Advisory Budget Committee Meeting will be on Tuesday, November 27, 2018 at 6:00 p.m. in the lower level of Town Hall.

8:00 PM – Curran made a **motion** to adjourn, seconded by Force. The motion passed unanimously.

Respectfully Submitted,

Linda Shackford
Recording Secretary