

~~UNAPPROVED~~APPROVED  
**PROPOSED 2018 SELECTMEN'S PUBLIC BUDGET MEETING**  
**September 23<sup>rd</sup>, 2017**

**Attendance:** Chairman Carleton Robie, Vice-Chair Susan Young, Selectman Scott Komisarek, Selectman Russ Dann, Selectman Mark Laliberte, Accounting and Payroll Specialist Donna Becker, and Administrative Assistant Andria Hansen.

**8:30 a.m.** Chairman Robie called the Public Meeting to order and immediately followed with the Pledge of Allegiance.

Chairman Robie asked if the Board would like to jump around on the agenda. Selectman Komisarek said they have people that probably don't want to sit through the whole process.

**COLA:** It was noted that there will be a COLA increase for 2018 and it is 2.1% for 2018.

**Tax Collector:** Chairman Robie said there was an increase in the budget. Tax Collector Stamatelos explained they had to budget for the credit card software. She noted there was a mandatory increase for the Deputy position, so her wage line was increased considerably. She increased her line for conferences, because he Deputy expressed interest in going. She didn't expect any increases for their billing. There may be a small one for the postage. She is interested in an increase for her stipend, but it would have to be a warrant article. Selectman Young asked how many hours are you open to the public. Tax Collector Stamatelos said they were open nine hours per week. They do increase their hours during tax bill time. Selectman Laliberte asked about taking credit cards and asked if it would be the same company as the Clerk's office. Tax Collector Stamatelos said yes and she went with Town Clerk Dupere's numbers. Selectman Laliberte asked is there something that precludes us from paying our taxes on line. He thought this was something they should look into. Tax Collector Stamatelos wasn't sure if the credit card company has their own website, but she thought it would be weird if they hit a link from our website to go and pay your tax. Selectman Laliberte knows you can do the dog registration and the boat registration on-line. It would be nice to continue that evolution. This is something the townspeople would like. Selectman Dann said if we do credit cards what percentage are they going to pay the bank. Tax Collector Stamatelos explained there is an additional fee over and above what we are charging. Chairman Robie said the consumer will pay the fee. Tax Collector Stamatelos added there is a disclaimer that if you are paying by credit card you are paying this additional fee. Selectman Dann asked if this is set by the bank at that point. Town Clerk Dupere said she could explain this more when they get to her budget. Chairman Robie noted he has no problem with an increase of the Tax Collector's stipend. If she wants to write a warrant article to increase her stipend, the stipends that are elected positions need to be voted on for a pay increase. The stipends that the Selectmen put in the budget are up to them on how they change them or adjust them. An elected position stipend is something that needs a warrant article to go to town vote. This discussion will probably come up again today. He told Tax Collector Stamatelos that he was satisfied with the budget she presented. The Tax Collector's budget was accepted as presented.

**Election/Voter Registration:** Chairman Robie said they have four elections this year and last year there was only one. Tax Collector Stamatelos said there was one scheduled, but they ended up having two special elections. She noted the increase is they are planning for three regular elections. She noted they just have the Supervisor of Checklist wages. Chairman Robie said she budget \$1,886

for 2017. She is budgeting \$2,466 for two more elections. He has no problem with this increase. Selectman Young asked about an increase for the Supervisors of the Checklist and is this something that the Board does. Tax Collector Stamatelos explained they are at \$8.10 because they get paid by the hour but they're technically not because they are elected. They don't work every week and they don't get a pay check every week so they are not considered part time. She reiterated they are at \$8.10 right now. She budgeted \$1,926 for three people. She asked if there would be a consideration for the increase because everyone seems to be getting increases this year. Based on your evaluations for wages, the Supervisors are pretty much a clerical position. In the past when that position didn't have the resources to do the clerical work it landed on the girls in the office. Now they've gotten more web based and you laptops and you don't need desks with a desktop. Selectman Young asked if the \$1,962 included the increase. Tax Collector Stamatelos replied no. Selectman Laliberte asked if this would also go to warrant because the Supervisors of the Checklist are elected. Chairman Robie didn't think so. Tax Collector Stamatelos explained the Selectmen in the past had based on their decision. She supposed they could bring it to the warrant. Selectman Laliberte said he was confused, because they just said if they give the Tax Collector a stipend increase they would have to do it via warrant. The Supervisor of Checklist are also elected officials. Tax Collector Stamatelos explained they don't have a stipend they are hourly. There is no warrant that says the Supervisors of Checklist get this amount. Chairman Robie asked the Board if they had any suggestions on this. Tax Collector Stamatelos said she has been doing this since 2000 but people come and go as Supervisors of the Checklist. They have had the same three people and it is a six year commitment unless they resign. Selectman Dann asked if she had any recommendations or looked to see what Supervisors in other towns are getting paid. Tax Collector Stamatelos said she didn't look at other towns, but she should have. Many Towns are different because of the size and they need more Supervisors because of their size. They are mandatory regardless of how small you are. Chairman Robie asked if she has trouble finding Supervisors. Tax Collector Stamatelos said yes. Chairman Robie asked her to make a recommendation that they offer the Supervisors of Checklist more money for what they do. Tax Collector Stamatelos replied yes and to her it requires a little more clerical knowledge and use of computers. There are some Supervisors that have never even used a computer, so they are challenged on what they do in their town and who gets it done. Just based on the fact that they have clerical people here that get paid a certain range because of their clerical abilities and what is expected of them. She felt this position warranted more than just a raise. Selectman Young asked if she had a number in mind. Tax Collector Stamatelos said she didn't. Chairman Robie asked to get the number of \$1,926 you divided that by \$8.10 to get the amount of hours. Tax Collector Stamatelos said it was seventy hours for each election and there was a bumper of fifteen extra hours for miscellaneous hours that might come up. Chairman Robie asked if anyone had a suggestion on what they should pay their Supervisors. Selectman Young thought at least \$10 per hour. The Supervisor of Checklist wage line increase from \$1,962 to \$2,422.20. The FICA & Medi line will increase from \$150 to \$185. The bottom line number for the Election/Voter Registration will be \$2,757. It was the consensus of the Board to accept the Election/Voter Registration line.

**Direct Assistance:** Welfare Director DelRosso wanted to keep the budget the same. She doesn't know how many snow storms there will be or power outages. They have stayed way under the line and she hoped that continued. She has only used \$1,500 this year out of the \$20,000. Chairman Robie thought they should keep the budget healthy and leave the money in there.

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**Welfare:** Welfare Director DelRosso asked about that COLA and if it was in addition to the recent

increases. Selectman Laliberte said everyone is going to get the COLA and matrix was separate. Welfare Director DelRosso asked if the COLA would affect her. Selectman Laliberte said she would get the 2.1% COLA, but the Welfare Director is not in the matrix. She asked about stipend and if it would increase a little bit. Chairman Robie explained that her stipend is at \$4,727 and they have increased it by 2% to \$5,000. Accounting and Payroll Specialist Donna Becker explained the wage and classification study had suggested that the Welfare Director have a stipend of \$5,000. This doesn't include it but it can be added in. Chairman Robie said she did get an increase when they did the evaluation you just didn't get a grade and step. He asked Accounting & Payroll Specialist Donna Becker to add 2% to that. He asked if the Selectmen were on Board with that. Selectman Young thought it was a flat \$5,000. Chairman Robie said it is and they have the authority as Selectmen, it is an elected position and she deserves what everyone else gets which is 2%. Selectman Laliberte said she should be at \$5,000 based on Carol Granfield's recommendation and he is okay with the 2.1% COLA. The Welfare Director's stipend will go from \$4,727 to \$5,105 and the taxes adjust to \$391. The bottom line for the Welfare budget is \$6,782. Chairman Robie asked about the Miscellaneous/Office Supply line. Welfare Director DelRosso explained she only leaves it there because she keeps getting a used laptop and they only last a couple of years. This is the buffer she uses for the IT. Chairman Robie asked if she needed a new laptop. Welfare Director said she needs one every couple of years, because it doesn't stay current with all of the software updates that the IT company does. This is so she can stay in sync with the office people. Chairman Robie clarified she didn't get a laptop in 2017 is she planning on one in 2018. Welfare Director DelRosso said she didn't know. She asked the Board if they would take into consideration changing Welfare to Human Services it sounds just a little more dignified. Chairman Robie said something like that should be a written request from the Board. It was the consensus of the Board to accept the Welfare budget.

**Town Clerk:** Town Clerk Dupere said there was an increase in the Town Clerk fees they are a wash item but they have to budget for them. The Deputy Town Clerk increase was for the wage study they did and the FICA and Medi care went up with that. E-reg Internet Registrations is still very popular and they keep adding to that. They have three elections coming up but the only one that she budgets for is the Town Elections and the other two elections are budgeted differently. The one thing she wanted to budget for this year was taking credit cards. So many people now think they take credit cards. They really have been behind in doing this. At the conference she picked up some more information on this. All of the fees are paid for by the consumer. They are not paid for by the town. If they want to use their credit card they will have to pay the ACH fees and other related fees. The municipality doesn't have to pay for any of the fees. It is all taken care of by the person that wants to use the credit card. One of the things they need to have is the scanner. Most cards come with chips, so the scanner needs the ability to accept chips as well as the strip. There is an over the counter PC compliance thing. It assures the integrity of the card and the safety of the card. She already has firewalls built in, because as a municipal agent she needs to have that. This adds another layer to that and it is added to the price. They already have a receipt printer, so they don't need to purchase one. They have had so many people asking and it is a huge convenience for our customers. They already do E-checks for E-reg and E-dog. Selectman Young asked how much was the percentage for the fees. Town Clerk Dupere replied the convenience fee is 2.79%. The minimum ACH fee is 95¢. The per-item fee is \$1.50. She didn't think the people would mind the fees, they want the convenience. Credit cards offer bonuses such as frequent flyer miles and things like that. For the first year they will just have the scanner at one terminal, because you need to have one at each terminal. They will start with one to see how it works. They have a lot of towns now that accepting credit cards. The first thing they have to do is become a one check town, so that the people will write

one check which will include the town and the state. This is scanned daily to the bank. She knows that Kate can't come in daily, so that is something we will have to handle if they do this. Once they become a one check town it is a six week process from the state to be able to accept the credit cards. Then they will go to training for that. Selectman Dann asked about the one step check and are there costs with doing that. Town Clerk Dupere replied no; right now they need to have two checks one to the town and one to the state. If they go with this she notifies the state and they begin the conversion to a one check process. Once they have completed that which takes about six weeks then the state ok's us for taking the credit cards. She figured by January 1<sup>st</sup> they would be able to start with credit cards. Selectman Dann asked if they will still take checks. Town Clerk Dupere said they don't have to pay by credit card. A lot of people don't have any idea how to write a check anymore. Chairman Robie asked if there was any way for them to recoup their investment in the fees. Town Clerk Dupere said no because there wouldn't be any additional fees. Chairman Robie said this will be an additional expense for the town for our citizens. Town Clerk Dupere said the initial expense would be \$575 for the card reader, \$60 for the annual maintenance fee, and \$125 for the PCI compliance. Chairman Robie asked the Board if they wanted to put this in their budget so Chris can start collecting registration fees with a credit card. Selectman Young said she would like to put both of them in personally. They talk about moving ahead and she thought it was necessary. Selectman Dann asked if it was one charge for both departments. Town Clerk Dupere replied no and Candy has to budget the same thing she does. Selectman Dann thought once they bought the equipment both parties could use it. Town Clerk Dupere reiterated she needs her own equipment. Tax Collector Stamatelos added each department has to be separate. Selectman Young asked if Candy had a receipt printer also. Tax Collector Stamatelos replied no she wasn't aware that was an additional piece. Selectman Young asked if they need to add that on for the Tax Collector. Town Clerk Dupere noted that a receipt printer is \$375. Tax Collector Stamatelos would like to find out if their normal printers would print out a receipt. If that is the case they may be able to go without it in their office. Selectman Dann said it is going to cost the resident a lot of money to use the system. Town Clerk Dupere said she will make sure that she has a sign that say that. They need to know. Selectman Laliberte said he will make sure it is on the website too. Town Clerk Dupere said they will still have the option to pay by cash or check. Selectman Young asked how many hours was Chris open to the public during the week. Town Clerk Dupere said approximately 20 to 22 hours per week. There was some discussion about getting scanner for the second window. The Town Clerk's budget was accepted as presented.

**Fire/Forestry:** Chairman Robie said the budget is the same as last year \$146,560. You can't ask for more than that from a department head. Selectman Young said they can't make any appropriations without a line. Is there something that should be in the budget if it were to go to a paid position? Should they put \$1.00 in there? Accounting and Payroll Specialist Donna Becker explained they don't because they have fire department compensation and they already have a tax line. Chairman Robie asked if there were any questions for the Fire Chief. Selectman Laliberte asked if there was going to be any equipment they are going to be buying in 2018. Fire Chief Young didn't think so they are in pretty good shape. The Fire/Forestry budget was accepted as presented.

**Ambulance:** It was the consensus of the Board to accept the Ambulance budget.

**Animal Control:** Chairman Robie said there was a reduction in the budget of \$900. Chief McGillen noted that he raised the Shots & Equipment line for a chip reader. This is why there is an increase. He noted that Matt had gone to a lot of training this year. He went to an Animal Control

Academy. They got a grant so it didn't cost anything. It is usually \$350. He lowered the training down to \$500. He calculated the hours he has been working and lowered the wage line. The Animal Control budget was accepted as presented.

**Auditing Services:** The Auditing Services budget was accepted as presented.

**Budget Committee:** It was noted that the Budget Committee budget was \$30 more than requested last year. The Budget Committee's budget was accepted as presented.

**Building Inspector:** Building Inspector Murray said he added the 3 hours he is required to be here on the first Tuesday of the month. Chairman Robie asked how the car was. Building Inspector Murray said it was running fine. Chairman Robie said they should stay in front of the curve, so he has something that is running. He knows that he uses his truck a lot and doesn't put in for the mileage. Building Inspector Murray said he will try to keep up with that. He noted that rust is a problem, but he hasn't gotten it up on a lift yet. Chairman Robie reiterated they don't expect him to use his vehicle. The Building Inspector's budget was accepted as presented.

**Health Officer:** The Health Officer's budget was accepted as presented.

**Cemeteries:** Chairman Robie said there was an increase of \$4,000 and most of that comes in the wage line. They have very little money left to do fall clean. The past few years have been very dry. The mowing has been at a minimum. They did hire a Sexton who has been mowing the Holbrook Cemetery and that has saved them a considerable amount of money. The mowing went over this year because it had rained a lot. He felt as a Cemetery Trustee that they should keep the Cemetery's mowed. They are a little behind and people did notice. He noted that their Chair Holly Haas puts in an incredible amount of time organizing records and data entry. He felt she has done an exceptional job on something that will be there for a long time. Selectman Laliberte asked how that was coming. Chairman Robie said slowly. They have a new Trustee Loraine Muse who has been helping Holly considerable over the past few months. Selectman Dann asked about the graveside markers and isn't that an expense that comes in for reimbursement. Chairman Robie said that it was. It is a wash item. The Trustees are working on how to get that resolved. They also pay to have them installed which come out of that. It's a wash item and sometimes it can go a little over or under. There was some discussion about corner markers. The Cemetery budget was accepted as presented.

**Conservation Commission:** Selectman Laliberte asked Accounting and Payroll Specialist Donna Becker if the budget included the \$200 for Southeast Watershed. Accounting and Payroll Specialist Donna Becker said she would add it to the budget. Chairman Robie asked what the Southeast Watershed Alliance was doing for them. Selectman Laliberte explained that last year the Board said they would put it in the budget if the town voted for it in March. They are protecting the watershed for us and the Conservation Commission thought this was important for the town. He can have Susan Wilderman give them some more information about it. The Conservation Commission budget was accepted as presented.

**Election/Administration:** Chairman Robie noted the increase was based on four elections. Selectman Young asked why they are purchasing more booths. Town Clerk Dupere said they have all of the booths. Selectman Young asked if the set up was easier with the new booths. Town Clerk Dupere said they were and they are easier to move around. Selectman Laliberte said in

speaking with the Moderator he has expressed an interest in getting an increase in his stipend. Now that he is hearing the way this is done. He is definitely an elected official and gets a stipend. It sounds like he'll have to propose a warrant article as well. He will speak with Clark about that. The Election/Administration budget was accepted as presented.

**Emergency Management:** The Emergency Management budget was accepted as presented.

**Heritage Commission:** Selectman Dann said this is an enthusiastic group. They are happy with their budget. The Heritage Commission budget was accepted as presented.

**Highway:** Road Agent Lewis said he had two increases. One he didn't put a dollar amount on. As the Board knows the roads are in rough shape. This year they had a little boost from the state with increasing the block grant money. The reality is they keep building their roads and don't really have a good plan for maintaining them in the long run. The life of asphalt is 10 to 14 years. They should be resurfacing their roads every 10 to 12 years. By resurfacing he means thin shim and an overlay. Once they crack the frost gets in them and they heaves and wrecks them. They need to get on a better program of maintaining what they rebuild. Basically with 45 miles of paved road they should be doing 4.5 miles each year of shim and overlay. If they did this as time went on they could get away with a thinner mix overlay too. Once they got all caught up over a 10 year period they could go with half or  $\frac{3}{4}$  of inch of thin mix. This would reduce the cost further. If they go too long they have to reclaim them and put down the full  $3\frac{1}{2}$  inches of binder. He didn't know how the Board felt about gradually increasing the asphalt maintenance line over 3 or 4 years or increase it all at once. If they do it all at once they have to increase the asphalt line by \$125,000 which is a pretty big one year increase in the budget. He just wanted to throw that out there that this is what they should be doing. It does a lot more than protect our roads. It uses less salt when the road is smooth. People's car maintenance is less. They don't get pot holes or bumps to hit. There is more in the savings than just 10 years down the road having to reclaim the road and doing  $3\frac{1}{2}$  inches of paving. It is up to the Board on how they want to approach this. Chairman Robie said they have talked about this a couple of years ago and he suggested increasing the budget by \$80,000. This was his opinion then and it still is today. Road Agent Lewis noted they just repaved Chester Turnpike and that was paved 22 years ago. It was long overdue. They are going to have the same issue on Patten Hill Road five or six years from now. If they keep up with this it is a huge savings in the long run. Selectman Dann asked how far they are behind now. If they put something in what is the oldest road. Road Agent Lewis said that Brown Road would be the oldest road. The top coat on that road is 18 years old. Road Agent Lewis explained if they went with the full increase in a 3 or 4 year time frame they would start getting caught up. They are already 6 years behind. Selectman Young asked if a warrant article would be the thing to do, instead of putting it all in the budget. Road Agent Lewis said the risk of a warrant article is they already have a road reconstruction warrant article now. For the risk of one or the other being voted in he didn't want their reconstruction program. Selectman Young said she didn't mean one or the other, but additionally as a onetime thing to get caught up. Road Agent Lewis said the problem with warrant article reconstruction and maintenances' is anyone that doesn't get their road done feels left out. He has seen how other towns approach that and it never gets you caught up in everyone's eyes. They have a program that is funded yearly. People depend on it and they realize it is there and it is a predictable expense. Getting all of those roads resurfaced in one year just kicked that ball out to 12 years and they are in the same position again. Chairman Robie personally felt that the warrant article should be in the budget. It is the Road Agents and the Selectmen's responsibility to make sure the roads are acceptable. If Mr. Lewis proposed a road to be

reconstructed and enough people got together and wanted it or not, that warrant article has a chance of failing. Our budget has a lot better chance of passing. There was some discussion about the overall budget. Selectman Young asked if this was the year to give him some money. Chairman Robie said it is their responsibility to give him the money to maintain our roads that he is telling us needed to be paved 8 years ago. Selectman Young asked what the amount was. Chairman Robie said the amount he said he needed to get caught up was \$125,000. Road Agent Lewis explained if they get onto a program of paving 4.5 miles of road every year to get us back on to a program where our roads are maintained right. It would be an additional \$125,000 to the \$100,000 Asphalt Maintain Line. Selectman Komisarek said he was on the Transportation Committee last year and listening to what Dennis is saying is let's be smart in the long run. He thought of all of the things in this budget and what people want in town is good roads. They have been kicking this can down the road for years and it is time. He thought they should bite the bullet right now and get on a program to take care of the roads. If you let the roads go you end up paying more in the long run. They should get on a program of 4.5 miles a year. He thought this was one of the most intelligent things they could do in this budget. Selectman Young asked if he would add that amount this year. Selectman Komisarek said he would and every year they cringe but they did their own holes. We have to pay for all of the skimping they have done. Selectman Dann agreed and they can't be a pennywise and a pound foolish. They end up paying down the road and it costs more money. Road Agent Lewis added they have a good steady reconstruction program; it has been funded through warrant articles without question. He felt if this was put in the budget he didn't think it would be an issue. People know we are spending it every year and it seems to be an overwhelming vote. They need to make sure they maintain the reconstruction. Selectman Laliberte said they run the town budget extremely lean and at some point that catches up to us. This is where it shows the most. Since they no longer have a bond to worry about these are the times to address their most pressing issues. The two most pressing were the salaries and the maintenance transportation issue. He agrees with everyone on this Board and he highly believes they should be doing this and he would defend it all day every day. Selectman Young said she didn't have a problem with this if they thought the taxpayers would support it. Chairman Robie asked Road Agent Lewis if he included ditch work and some tree pruning under the asphalt maintenance line. Road Agent Lewis said that is about 10% of the budget to prepare. It was the consensus of the Board to increase the Asphalt Maintenance Line by \$125,000 to bring it to \$225,000. For the past 25 years they have gotten by with 4 large plow trucks which is very difficult at times to keep the roads clean. What he was going to do was separate all of the roads off of Route 27. They call them their short roads and he would like make that a separate route. Road Agent Lewis noted the only other increase he had was plowing. If a storm is big enough they have to send big trucks through those roads. He would like to add a truck. It won't save us a lot during a storm but it would save a couple of hours at the end of every storm. It would make the job a lot easier for all of us. They have 52 miles of road to push back with 4 large trucks and that computes to 104 miles of driving. Every route has 13 miles but you have to plow both ways. Every route has around 19 to 25 intersections to plow and they have 9 parking lots to plow. They are spread really thin. They try to keep their clean up and plow routes to 3 hours or less. After 25 years of having four large trucks he thought it was time to add another one. Selectman Young noted they do a great job. There was some discussion about truck repair. The total amount of the Highway budget was \$583,494.

**Insurance:** Accounting and Payroll Specialist Donna Becker explained last year they decided to have their property renewal go from January to December to go along with our budget year. So in 2017 we only had to pay for half the year and going into 2018 they are going back to paying a full year.

**Legal:** The Legal budget was accepted as presented.

**Other Culture & Recreation:** Chairman Robie thought at some point they should start thinking about a recreation program. Something that would attract children and families they don't offer anything as a town. It is there is anyone has any suggestions, it is very hard to find volunteers to put on a recreation program with no money. Selectman Laliberte asked if they could merge Other Culture & Recreation with Parks & Recreation. Accounting and Payroll Specialist Donna Becker said those are DRA mandated numbers and she didn't think they could. The Other Culture & Recreation budget was accepted as presented.

**Parks & Recreation:** Chairman Robie said the budget shows an increase of \$6,400. He asked Selectman Komisarek to explain that. Selectman Komisarek explained they included \$2,500 to replace the bathroom doors. They're in pretty rough shape. He budgeted \$4,900 to pave the rest of the parking area. They increased the Pond Park maintenance line by \$900. They are actually obligated because of a grant they took to maintenance that area. Selectman Young asked if this budget included a softball field. Selectman Komisarek said they have let everything go for a long time. They left money in there for the chips. What happened is they had someone money in there for stump grinding and the basketball courts. They ended up doing the fencing and the bleachers. They moved some money around and they still need to do those things. He thought if they keep chipping away at this they will be in nice shape. This is why he decided to keep everything as it was and then add these items. Selectman Young confirmed this doesn't include the softball field. Selectman Komisarek said there is money in there to do an improvement like that. There are things that still need to be done. So they have some latitude on which way they want to go and what is the priority. Selectman Young said a community member had asked her about that and the school is not going to allow the girls to play on this field. Selectman Komisarek said something was wrong with the mix they put in the ball field. Road Agent Lewis said he had heard they didn't like the infield mix. He asked who did that. Selectman Komisarek said it is the same guy that does it at the CYAA. Selectman Komisarek said there is money in the budget to do something like that. Selectman Laliberte asked if Jesse Remington was the only entity that uses the softball field. Selectman Komisarek said the Moore School uses it. Selectman Young said they Moore School won't use it this coming school year because they feel it is unsafe. So Candia is going to have to bus them to a softball field. This is what she was told. Chairman Robie said let's not get too carried away it is the town park not the school softball field. If they need a softball field for the girls they can build a softball field behind the school. The Selectmen are not going to take the heat for this. Selectman Komisarek said something went wrong with the mix. Road Agent Lewis thought it was too went like there is too much clay. He thought the infield needs to be made more porous and light sot the water drains through rather than puddles on top. He didn't think this was a big expense. Selectman Laliberte asked what the use is for the park. Basically the uses were for softball for Jesse Remington and Moore School. Selectman Komisarek said the CYAA has used it for baseball. Selectman Laliberte thought moving forward they are putting time and effort into it, but he doesn't want them dusting off something that no one is using. If they are going to be putting this time and effort into it he thought they should find a way to get more use out of it. Selectman Young said they can also rent it from what she understands. You can also rent the field. Selectman Komisarek said if they brought it up to snuff it would get used more. Selectman Laliberte asked what the mechanism to rent it. Chairman Robie said they are not in the business of renting our ball field. First of all who is going to keep the schedule and who is going to collect the fees? Selectman Laliberte said if they are doing



something with this field he wants to get a better sense if they are going to rent what is the mechanism for that. Maybe this isn't the right venue to talk about this but they should be looking at moving forward. Selectman Komisarek said they should have a discussion about it, because he is not clear on that ballpark. Chairman Robie thought maybe as liaisons to the park they should figure that out. Selectman Dann asked did one person say they won't use it or is it the consensus of all the people that have used the field. Is there some reason? And what can we do to correct it? Chairman Robie said even when they put that material down he asked the question who did that and nobody knows. He thought an infield has grass in it, it did one day and the next day it was dirt. If we are in charge of the Moore Park who came in rebuilt the infield and built it anyway they want. Then we end up with a surface that nobody wants to use. He is confused and he has been about that for a couple of years. Road Agent Lewis said the paving estimate was for the roadway going around it isn't paving the entire parking lot. It would continue as the same width. Chairman Robie said maybe they can do something about the telephone poles and weeds out there when they pave it. Selectman Laliberte said the reason why he asked these questions is because if they are going to be doing more with the kids for parks and rec these are the questions they have to ask moving forward. Chairman Robie said they are all good questions. They do need to improve their park.

**Planning Board:** The Planning Board's budget was accepted as presented. Chairman Robie noted they have a remaining balance of \$2,500 that needs to be paid to Carol Ogilvie. Accounting and Payroll Specialist Donna Becker didn't think it was paid yet.

**Police:** Chairman Robie said there was an increase of \$29,000. Chief McGillen explained the big increases were the wage line which was \$10,000. It was the same with the retirement line which was \$20,000. He raised the training line up to \$2,500. The guys have wanted to go to training. They get grants to offset that. He thought he was going to be over on the maintenance of the cruisers this year, so he increased that line by \$1,000. Last year he brought it down to \$7,000 but he brought it back up \$1,000. Most of the lines are the same. He noted they have the Leads On Line program that helps them solve a lot of thefts and what not. There is another program that they pay for which is \$25 per month. Selectman Laliberte asked if Leads On Line would go up next year or is it going to stay the same. Chief McGillen said it is going to stay exactly the same it will stay around \$1,200. Selectman Young asked about the other program. Chief McGillen said the other program is called TLO. It is an intelligence database if they are doing an investigation. It is very helpful they can find phone numbers and addresses. He wanted to mention his Explorer. The mechanic told them they should get rid of it. It is starting to get some serious rust on it. It is 9 years old and it only has 80,000 miles. He thought now was the time that they unload that. He thought they should sell it and buy a used vehicle for administrative purposes. He noted that Auburn has a vehicle that they are getting rid of. It is a 2014 police utility. The Town Manger told them if they offered \$5,000, this would be a steal for a police vehicle. The cheapest one that he could find was around \$11,000 on the internet and it has around 80,000. This would be a vehicle that he would primarily use and they wouldn't have it marked in case they wanted to do an investigation. Auburn has two vehicles over there and they are going to be getting rid of them in the next couple of weeks. He budgeted 15,000 and he thought they would skip a year and get a new one in 2019. Selectman Young said it looks like he is going to do fine with his budget is this something they could buy in this year's budget. Chief McGillen said they have a short window with Auburn they are going to give one to the Building and Fire Department. He is not saying they should go with them but it is something that came up a couple of weeks ago. The other thing is the consulate radio in Karen's office needs to be replaced. The radio maintenance people told him it obsolete and needed to be replaced last fall. It was one of

the recommendations of the Hazardous Mitigation Committee and that the town plan on replacing it. Selectman Young asked if it was in the budget. Chief McGillen said it was not. He noted it was about \$5,600. There are a couple of options they have money in the revolving account. He would rather not put it in the budget; he just wanted to lay a couple of things out on the table. Maybe they can see how the budget goes this fall and if there is money left over they will look at it. He felt there was a good amount of money in the revolving fund. He noted they need to replace two cruiser radios. The Sheriff's Department met with the Chief's a couple of weeks ago and they have two radios that are 17 years old. There are about 100 of those radios in the county. The Sheriff's Department updated their radio system and they are ready to flip a switch and put it on simulcast. Those radios won't scan property and they won't pick up. So Sheriff's County won't flip the switch until they buy new radios. A lot of departments weren't happy and they are at the 11<sup>th</sup> hour. Motorola came to the table and said they would give a 40% discount and free installation. They pushed back a bit and now it is 50% off of the radios. He would only need to buy one they have a Kenwood radio that used to be in the ACO van. It will be about \$2,500. Selectman Young said to do two it would be about \$5,000. Chief McGillen would rather not put that in the budget and he thought he could make it work with the existing budget. He just wanted to get a little discussion out there before December comes. Selectman Dann asked about his current vehicle and that it would be worth something. If you pick this other vehicle up at \$5,000 and you got a \$1,000 for the old care it would \$4,000. Chief McGillen said he hasn't gotten the vehicle up on a lift. Chairman Robie said he was all set with purchasing any type of used vehicle for the police. Selectman Young asked if he wanted to get them a new one. Chairman Robie said if they are going to buy a new vehicle they are going to buy a new one. He asked how many miles were on the vehicle and how many did you say was on the used vehicle. Chief McGillen said 83,000 on his and used one is 80,000. Chairman Robie said he wasn't going to buy a vehicle that has a few 1,000 miles less on it. It is the same amount of mileage and he didn't care if they gave it to us. Selectman Komisarek said the Chief is trying to bring up the fact that he has a real problem with his. Chief McGillen said he is due for an inspection in September so he'll find out. Chairman Robie said they must have known this vehicle was getting to the point that and they bought a cruiser and not an undercover vehicle. Actually you need two vehicles and you got one or you didn't make the right choice on the one. Chief McGillen said they have always keep expenses down. Selectman Young didn't think that was his fault. Selectman Laliberte said not for this year but would they be getting more life out of their vehicles if they had some sort of overhang or something to keep it out of the weather. Chief McGillen said no because of a lot of factors. Selectman Dann asked what kind of money do you think you have in that other fund and what you'll be saving on this present budget. Chief McGillen said he doesn't know what the expenses are going to be they still have a few months left. It is looking pretty good now. They have some money in the part time line. He was told there was a substantial amount in that account. Accounting and Payroll Specialist Donna Becker thought there was at least \$28,000 in that account. Selectman Laliberte said you vehicle won't pass inspection and you only have a week. It won't pass inspection and they can't sell it if the plan is to buy a new vehicle would you have a temporary solution. If you are going to buy a new vehicle, he didn't think they should be spending the money to get your car up to snuff spending thousands of dollars to get rid of it. If they are going to get a new vehicle is there a temporary solution you have until you get that vehicle. Selectman Dann asked if the car was that bad that he didn't think it was going to pass. Chief McGillen said it was going this week. Chairman Robie didn't think they should have let the car get to that point. Selectman Komisarek asked what the long term solution was, do they need to budget for a new vehicle for next year. Selectman Young said let's see what they have left at the end of the year. Selectman Laliberte said they need to figure this out. Chairman Robie said this isn't the time to be

hashing this stuff out. Selectman Young asked when was the time. Chairman Robie said if they are down to the last few days and his car doesn't pass inspection and the frame is falling out it. Selectman Laliberte felt it was exactly the time. Chairman Robie replied it should be discussed at Monday night's Selectmen's meeting. If you have an issue or a problem it shouldn't be discussed at our budget meeting. He will concede if the Board thinks they need to buy him a car from the Town of Auburn out of this year's budget. Or tell the Chief to use one of the vehicles they have sitting out there in the yard until the first of the year and then we'll get a car. Chief McGillen said he will bring this back to a regular Selectmen's meeting. Selectman Young said she appreciated Selectman Laliberte's plan and thought. Chairman Robie said that was not poor planning on our part. Selectman Laliberte said they are going to have to address this relatively quickly. Selectman Young thought everyone was being conservative with their budgets and she wanted to congratulate them on doing that. Chairman Robie asked if they were going to accept the budget as presented or add a new cruiser. Selectman Young said if they replace the radios and get rid of that \$10,000 what can the revolving fund be used for. Chief McGillen said it can be used for the purchase of equipment or the purchase of a new vehicle. Selectman Young thought if he would get rid of that they can use the revolving fund to purchase a new vehicle. She asked Chief McGillen if it would be more than \$28,000. If they could outfit it would it be much more than \$28,000. Selectman Komisarek thought there may be enough money in this year's budget to purchase a new vehicle. Selectman Young said she was thinking of that also. She thought he should purchase the radios out of the budget this year and use the revolving fund to purchase a new vehicle. She didn't see the need to adjust the \$706,190. She asked if this sounded reasonable to Chief McGillen. He thought it did. Selectman Laliberte said if the Chief thinks this is the best way to go about it than he is going with him on that. He asked if he was anticipating large equipment expenses in 2018. If they address the radio issues does he think they are good? Chief McGillen thought they were good. There was some discussion about the detail rate. The Police budget was accepted as presented.

**Principal – Long Term Bonds & Notes:** Chairman Robie asked if they wanted to keep a dollar in the line in case they wanted to do something. Selectman Laliberte asked if they needed a line, because any bond would need to be voted on. The line was left at 0.

**Property Appraisal:** Chairman Robie said there was an increase for our Assessor. He felt the community was ready to have an Assessor with some set hours in our office. He felt she could do a couple of days per week. Selectman Young said her only recommendation is that she is here one evening. The Board accepted the Property Appraisal budget as presented.

**Solid Waste:** Facility Operator Witcher said they added a couple of increases and they weren't too exorbitant. The part time wages was probably the biggest one. He noted that vacation time has been taken by the full timers and they have definitely used what they had budgeted for this year. He increased one of his part timer's hours. He felt that the townspeople were happy with the service they provide at the Recycling Center. In order to provide that service the need to make sure that they give the part time guys the hours because they really do rely on them. He noted that he put an end to the extra hours, because no matter what they do they are pretty much going to be over. It is just a matter compensating through this year, but next year he doesn't want to have that probably. It was a little bit of a challenge because he doesn't like to raise the budget. He went over the increases in the budget. He noted two of the biggest increases were the landfill and the part time line. Selectman Dann said he was supportive of the group down there. They have a staff that is very helpful to the residents. They have a facility that is 9 years old and there are some maintenance items that need to

be done. They have two pieces of expensive equipment. The skid steer is 19 years old and the JCB is 11 years old. One of these machines is the only one that can move the glass. They have the Recycling Center Equipment and Capital Improvement Capital Reserve Fund that was voted on last year. It is used for this type of thing, replacing the main equipment. It was noted that the JCB costs \$50,000 - \$60,000. Chairman Robie said a couple of years ago they needed a compactor and they put \$80,000 and bought a compactor. If they need a piece of equipment or a tractor, get three prices, make a decision, and we will budget for it. It needs to be in our budget and if we need it then they need. They shouldn't be doing it through warrant articles. Facility Supervisor Whitcher said when they are assessing them the older could be replaced right now. Does it need to be – it is a want or need thing. It is working and they are going to try to get the most out of its life. He has some struggles asking for a \$50,000 piece of equipment. He would like to get a diagnosis on it. Chairman Robie said he wouldn't struggle with that. Selectman Komisarek noted every asset has a useful life. Once you are putting more money into something, it is time to get a new one. Selectman Young said what she hears Russ asking for is a revolving fund like the Fire Department. Selectman Laliberte noted the warrant article is new they just voted on it. He doesn't know how much money he has in it. Chairman Robie said they already the account he is asking for another warrant article to add to it. They don't want to lease anything because it doesn't get the hours and the use down there. There is no point in leasing, if they own it they can maintain and they'll have it for 20 years. Facility Supervisor Whitcher said the lease is not like a car it is really way to break up the payments, it is your machine. Chairman Robie said he just assume they pay. Somebody is paying the interest even if it is 0%. There was further discussion on the Recycling Center equipment. Selectman Dann asked Chuck to get three bids. He asked if they put \$60,000 in the budget today and then they can adjust accordingly. Facility Supervisor thought he could get another year out of the machine because there is nothing wrong with it. Next year he'll come with a proposal for something to replace it, unless the Board wants something for this year. Selectman Laliberte thought if it had one more year, let's give it one more year. Now they have the knowledge that they will be putting it in the 2019 budget. Selectman Young told Chuck that people appreciated that fact that he keeps an eye on his budget. Chairman Robie asked if there was a total cost on Household Hazardous Waste Day. Facility Supervisor Whitcher said not yet but he ball parked at \$7,000. The Solid Waste budget was accepted as presented.

**Street Lighting:** The budget was accepted as presented.

**Town Building Expenses:** Accounting and Payroll Specialist Donna Becker said she did not have an estimate yet for roofing the back of the town hall. Chairman Robie asked how many square feet. Building Inspector Murray said it was thirty five. He noted there are dormers also. It was noted the estimated amount of the roof was \$17,500. Chairman Robie said this is a thirty year roof. Accounting and Payroll Specialist Donna Becker noted the Building Maintenance line would increase to \$22,900. Selectman Laliberte asked what they were looking at for Smyth Memorial Building maintenance next year. Chairman Robie said they have a few more windows to do. He noted that they have saved on heating because of the new windows. The Town Building Expenses budget was accepted in the amount of \$68,695.

**Town Officers Expenses:** Chairman Robie noted the budget is up a little bit. There was some discussion about the software line. Accounting and Payroll Specialist Donna Becker explained there is a laundry list of items that need to be replaced. Selectman Komisarek asked about the Employee merit pool line. Accounting and Payroll Specialist Donna Becker explained that everything isn't

carved in stone on how this is going to work going forward so any department that hasn't budgeted in anticipation of a step. They budgeted on what they are making right now. If they do get any step increase that line is there to absorb that until they have policies in place. There was some discussion about the job descriptions and evaluations. Selectman Young would like to add tech supplies line. Selectman Laliberte asked why it can't be under supplies. Chairman Robie agreed and it should go under supplies. Selectman Young said she would like to increase it by \$2,500. Chairman Robie said she could buy that stuff now they have money in the budget. Chairman Robie would like to increase the Copier Maintenance/Toner line by \$7,000. The Town Officers Expenses budget was accepted in the amount of \$206,703.

**Treasurer:** The Treasurer's budget was accepted as presented.

**ZBA:** The budget was accepted as presented.

The total amount of the Selectmen's 2018 bottom line budget was \$2,654,083 which is an increase of 5.26%.

Selectman Dann moved to adjourn at 11:08 am. Seconded by Selectman Komisarek. All were in favor.