

APPROVED
**Candia's Virtual Selectmen's 2022 Proposed Budget Hearing
September 17th, 2021 at 4:00 pm**

Note: Individual roll call has been taken after each motion.

Attendance: Chair Brien Brock, Selectman Russ Dann, Selectman Boyd Chivers, Selectman Sue Young and Administrative Assistant Linda Chandonnet. Absent: Selectman Patrick Moran.

4:00 pm Chair Brock opened the 2022 Proposed Budget Hearing followed by the Pledge of Allegiance.

Town Clerk: Town Clerk Donna Hetzel stated their budget is going down this year. Their supplies line went down as they now take Credit Cards for online registrations.

Selectman Chivers made a motion to approve the Town Clerks 2022 Budget for the amount of \$89,160. Seconded by Selectman Dann. All in favor. Motion carried by a vote of 4-0-0.

Planning Board: Planning Board Chair Rudy Cartier stated he noticed the Master Plan Implementation and Planning was reduced from \$10,000 to \$5,000 and he was not made aware of it. Their request should be for \$15,276 for 2021 and 2022. They did plan to start updating the GIS System this year and have been working on it all year. The cost is \$9,000 and he was planning to get it started and have all the Town Maps online. This is putting them into a financial bind on what they planned on doing. They have several other items they are planning to get done for the benefit of the Town and one of them is updating the 2009 Cost of Community Services Study. In addition, they will also need to update the Capital Improvements Plan as well as developing Impact Fee Methodologies for the Town. He recommends \$10,000 for the Master Plan line. They will be coming to the Board at the end of the year to request \$4,000 for 2021's Budget.

Selectman Young made a motion to approve the Planning Board's 2022 Budget in the amount of \$15,276 with the additional \$5,000. Seconded by Selectman Dann. All in favor. Motion carried by a vote of 4-0-0.

Selectman Moran joined in the meeting.

Emergency Management: Bob Panit is looking to replace an old laptop and \$1,150 would come out of this current year's budget. The two town plans that Emergency Management is responsible for is the local Emergency Response Plan and the All-Hazard Mitigation Plan. One is past due and the other is due next year. He received a quote from Hubbard Consulting which will be Grant funded, and they will be submitting two warrant articles next year. The Grant money will come back to them at 100%.

Selectman Chivers made a motion to approve the Emergency Management's 2022 Budget in the amount of \$3,000. Seconded by Selectman Young. All in favor. Motion carried by a vote of 5-0-0.

Ambulance: Fire Chief Dean Young stated they are currently working on their numbers.

Selectman Chivers made a motion to approve the Ambulance Contract Services in the amount of \$1. Seconded by Selectman Dann. All in favor. Motion carried by a vote of 5-0-0.

Animal Control: Chief McGillen is looking to take \$500 out of the salary line and put it into maintenance. Accounting & Payroll Specialist Becker added that it will reduce the overall budget to \$5,576 for the taxes and offered to work with the numbers so the bottom line to remain the same. Selectman Chivers made a motion to approve the Animal Control 2022 Budget in the amount of \$6,113. Seconded by Selectman Young. All in favor. Motion carried by a vote of 5-0-0.

Auditing Services: Selectman Chivers made a motion to approve the Auditing Services in the amount of \$19,000. Seconded by Selectman Dann. All in favor. Motion carried by a vote of 5-0-0

Budget Committee: Selectman Young stated the Committee voted to keep it at the same amount. Selectman Young made a motion to approve the Budget Committee and to keep it at \$2,384. Seconded by Selectman Dann. All in favor. Motion carried by a vote of 5-0-0.

Building Inspector: Building Inspector Kevin Gagne gave his increases such as coding allowances, cell phone, software support, conference & dues, office supplies, books and adjusted the amounts to ensure they have enough money. The Land Use Project originally was \$15,000 and proposes to change it to \$5,000.

Selectman Chivers made a motion to approve the Building Inspector 2022 Budget in the amount of \$136,504. Seconded by Selectman Moran. All in favor. Motion carried by a vote of 5-0-0.

Health Officer: Building Inspector Gagne stated the Mosquito Spraying changed to \$28,800 or they may decide if it needs to be a warrant article later. Selectman Young suggested changing the line to \$1 and adding it as a warrant article and to let the voters decide.

Selectman Chivers made a motion to change the Health Officers 2022 Budget to \$551. Seconded by Selectman Young. All in favor. Motion carried by a vote of 5-0-0.

Heritage Commission: Selectman Chivers made a motion to approve the Heritage Commission 2022 Budget in the amount of \$600. Seconded by Selectman Young. All in favor. Motion carried by a vote of 5-0-0.

Cemetery: Cemetery Bookkeeper Beth Chalbeck mentioned that there are trees in Hill Cemetery that need to be cut down. They will need a crane truck to take out some trees along the road and received an estimate of \$9,200. It will require two Police Officers present at a cost of \$65 per hour for each Officer. There is not enough money in their budget right now to do this, as the current money in there is for the paving that will need to be done this year. This would be under the Facility Improvement Maintenance line.

Cemetery Bookkeeper Chalbeck stated Martin Sexton wage line went up as he has never received an increase in his stipend, and he would like to be paid \$35 hourly as he is using all his own equipment. He does receive a separate stipend for using his own equipment. He has asked the Committee for an increase and indicated that other towns are paying \$75 hourly for a company to do landscaping. If the Town was to hire a company they would be paying double. He would also like to hire someone for the summer for about three months. Cemetery Bookkeeper Chalbeck stated that Bob Pike will not be returning next year. Their wage line went up because they will be hiring more people. The Committee will need to find someone that has their own equipment for mowing next year.

Selectman Chivers made a motion to approve the Cemetery 2022 Budget in the amount of \$69,964. Seconded by Selectman Young. All in favor. Motion carried by a vote of 5-0-0.

Conservation Committee: Chair Judi Lindsey stated their budget will be level funded. Selectman Chivers made a motion to approve the Conservation Committee's 2022 Budget amount of \$2,739. Seconded by Selectman Young. All in favor. Motion carried by a vote of 5-0-0.

Direct Assistance: Chair Brock stated that there will not be any changes. Selectman Chivers made a motion to approve the Direct Assistance 2022 Budget in the amount of \$10,000. Seconded by Selectman Dann. All in favor. Motion carried by a vote of 5-0-0.

Election/Voter Registration: Tax Collector Candice Stamatelos stated they will be needing two laptops costing \$1,200 each. Selectman Chivers made a motion to approve the Election/Voter Registration 2022 Budget in the amount of \$9,056. Seconded by Selectman Dann. All in favor. Motion carried by a vote of 5-0-0.

Election Administration: Accounting & Payroll Specialist Donna Becker stated this is to pay the ballot workers, food and booth set up. Selectman Chivers made a motion to approve the Election Administration 2022 Budget for \$15,343. Seconded by Selectman Moran. All in favor. Motion carried by a vote of 5-0-0.

Fire/Forestry: Fire Chief Dean Young stated the only change is an increase of \$5,000. Selectman Dann made a motion to approve the Fire/Forestry in the amount of \$179,237. Seconded by Chair Brock. All in favor. Motion carried by a vote of 5-0-0.

Highway: Road Agent Jeff Wuebbolt would like to raise the asphalt line to \$235,000 due to rising costs and to add a new line for a sand stockpile costing \$6,000. Selectman Chivers asked to increase the line to \$18,000 to cover the cost of the equipment needed to stockpile the sand. Selectman Chivers made a motion to increase the Sand Stockpile line of \$6,000 to the amount of \$18,000. Seconded by Selectman Dann. Discussion opened, there was a conversation about lowering his Budget. Road Agent Wuebbolt explained that he does not plan to buy any equipment this year, and they may use \$8,000 if needed. Road Agent Wuebbolt agreed to changing this line to \$1. Discussion ended.

Selectman Dann made a motion to approve the Equipment Purchases line item to \$1. Seconded by Selectman Chivers. All in favor. Motion carried by a vote of 5-0-0.

Selectman Dann made a motion to approve the Highway Department General Fund along with the Winter Fund in the amount of \$672,972. Seconded by Selectman Chivers. All in favor. Motion carried by a vote of 4-1-0.

Legal Expenses: The Board verbally agreed to keep this line the same amount. Selectman Chivers made a motion to approve the Legal Expenses Line at the same amount of \$40,000 for 2022. Seconded by Selectman Young. All in favor. Motion carried by a vote of 5-0-0.

Culture & Recreation: Selectman Young stated this line will remain the same.

Selectman Young made a motion to approve the \$3 Budget Line for Culture & Recreation in 2022. Seconded by Selectman Dann All in favor. Motion carried by a vote of 5-0-0.

Parks & Recreation: Selectman Young stated she is willing to cut or give this to someone who needs it.

Selectman Young made a motion to approve the Parks & Recreation in the amount of \$20,783 for 2022. Seconded by Selectman Dann All in favor. Motion carried by a vote of 5-0-0.

Police: Chief Mike McGillen stated his budget is up by \$63,000 and the main increases are for the new cruiser and their retirement costs. He explained that the Officers do not receive retirement benefits when they work on outside detail shifts. He would like to increase the new Police Officers salaries as many nearby Towns are offering more money and he would not want them to leave when the Town has paid for all their training. He mentioned possibly creating a new wage matrix for all Town Employees and to place the Officers on a different grading level. The Board will revisit this again in the future as well as for the retirement benefits when the Officers work detail shifts. The body camera and cruiser proposal would be \$70,000 for 5 years. Chief McGillen applied for a Federal Grant to help cover some of the body cameras costs and he would like to take some of the funds from the current budget and the Police Detail Revolving Fund to purchase the equipment that is needed.

Selectman Chivers made a motion to approve the Police 2022 Budget in the amount of \$831,779. Seconded by Selectman Young All in favor. Motion carried by a vote of 5-0-0.

Property Proposal: No number on this item yet and they will keep it at the same amount for now. Selectman Chivers made a motion to approve the Property Proposal Budget for \$30,000. Seconded by Selectman Young. All in favor. Motion carried by a vote of 5-0-0.

Solid Waste: Selectman Dann stated some items will be going up and three employees are due for increases.

Selectman Dann made a motion to approve the Solid Waste 2022 Budget for the amount of \$422,468. Seconded by Selectman Chivers. All in favor. Motion carried by a vote of 5-0-0.

Street Lighting: This line remains the same.

Selectman Chivers made a motion to approve the Street Lights 2022 Budget for \$5,100. Seconded by Selectman Dann. All in favor. Motion carried by a vote of 5-0-0.

Tax Collector: Tax Collector Candice Stamatelos stated that they never had a computer line. Accounting & Payroll Specialist Becker will create new lines and have it ready for the next meeting. The Tax Collectors Office will be needing one computer upgrade and will need to order two new computers costing \$1,900 and it will be on the next budget proposal.

Selectman Chivers made a motion to approve the Tax Collectors Budget for \$31,826 for 2022. Seconded by Selectman Moran. All in favor. Motion carried by a vote of 5-0-0.

Town Building: Selectman Moran stated they are waiting to receive an estimate for the Town Hall ceiling tiles and insulation. The Board decided they will go with the line amount that is currently listed and Selectman Young will look into possibly taking money out of the Trust Funds.

Selectman Young made a motion to approve the Town Building 2022 Budget in the amount of \$48,015. Seconded by Selectman Chivers. All in favor. Motion carried by a vote of 5-0-0.

Town Office Expenses: Accounting & Payroll Specialist Becker mentioned that the BMSI line may be taken off if not needed. Block 5 will be talking to the Fire Department Chief to find out if they are interested in support, if not the money will be reduced or come out. She indicated that some of the line numbers are not confirmed amounts but are close. There is a new line added for 75% of for the Town Administrator to show a salary for three quarters of the year. Selectman Young asked the Board what they were thinking as far as the Staff. Selectman Chivers stated that it looks there are numbers put into the budget based on three quarters of the year and based on a \$70,000 salary. Chair Brock clarified by stating Selectman Young's question was in relation to the remaining Town Office Staff and that it was a question the Budget Committee had. Chair Brock indicated that last year, the Budget Committee asked them if they were going to add another whole position or would they have any cutbacks somewhere and at some point, they will need to make that decision. Selectman Chivers suggested approving the Budget amount, and to make the personnel changes at some point in the future.

Selectman Chivers made a motion to approve the Town Office Expenses 2022 Budget for \$323,137. Seconded by Selectman Dann. Selectman Young stated that she will go along with this as long as they discuss it later. All in favor. Motion carried by a vote of 5-0-0.

Treasurer: Selectman Chivers stated this is level funded. Accounting & Payroll Specialist Becker requested combining the Treasurer's Stipend with the Extra Clerical Work Stipend she receives every year and asked if they may put both into one line.

Selectman Chivers made a motion to approve the Treasury's 2022 Budget for \$10,637 Seconded by Selectman Young. Discussion opened. Accounting & Payroll Specialist Becker requested combining the Treasurer's Stipend with the Extra Clerical Work Stipend that she receives every year on one line. They discussed where the line item originated and where the money came from. Discussion ended.

Selectman Chivers made a motion to increase the Treasurer's Stipend for the 2022 Budget in the amount of \$10,538 and to delete the Extra Clerical Work line. Seconded by Selectman Young. Discussion opened. Chair Brock reminded the Board that last year they increased the stipend line based on the Treasurers request from where it was, to the \$9,000 amount. Selectman Young stated that is a hard thing, because other people at different times of the year have more stuff to do too. Selectman Chivers added this is someone who handles millions of dollars every year in the Town of Candia for \$10,000 and thinks that it is a good deal. Discussion ended. All in favor. Motion carried by a vote of 5-0-0.

Welfare: Selectman Chivers stated this line will remain the same.

Selectman Chivers made a motion to approve the Welfare 2022 Budget in the amount of \$7,124. Seconded by Selectman Young. Discussion opened by Selectman Dann stated that on the Stipend the Welfare Officer does a lot of work by sending people to agencies with the Warrant Articles and it saves the Town money and shows that our Town gives support. Selectman Chivers stated that it is her job to refer people to organizations. Chair Brock explained that what Selectman Dann is trying to state is that doing it this way, it will not pull money out of the Direct Assistance money because it is done through the warrant articles through the Town Election. Selectman Chivers stated that they do not know how many clients they have had. Selectman Young stated that she

will do whatever but would like to warn them that the Budget Committee is also looking at it and that they have some big warrant articles coming, so they can make a decision to increase all the stipends or something.

Selectman Chivers made a motion to approve the Welfare 2022 Budget in the amount of \$7,124. Seconded by Selectman Moran. All in favor. Motion carried by a vote of 5-0-0.

Zoning: This line will remain the same.

Selectman Chivers made a motion to approve the Zoning Board 2022 Budget in the amount of \$1,231. Seconded by Selectman Young. All in favor. Motion carried by a vote of 5-0-0.

Cola: Selectman Chivers stated that over the years the Town has been good about paying the Cost of Living raise to their employees and that they value their Police Officers. In order to the maintain wage pay it is necessary to pay the Cost of Living, as it is the cost for doing business at a rate of 5.4%.

Selectman Chivers made a motion to grant a Cost of Living increase to the stipend recipients, and the wages of hourly and salary employees in the amount of 5.4% effective the first pay period in January. Seconded by Selectman Young. Discussion opened. Selectman Young stated that if they have cuts, they can make it in other places. Chair Brock asked for clarification if they did do this last year for the stipends, and it was confirmed that they did. Discussion ended. All in favor. Motion carried by a vote of 5-0-0.

6:14 pm Selectman Chivers made a motion to adjourn the Public Meeting. Seconded by Selectmen Dann. All in Favor. Motion carried by a vote of 5-0-0.

Respectfully submitted,
Linda Chandonnet, Recording Secretary