

APPROVED
**Candia's Virtual Selectmen's Public Session Minutes
September 15th, 2023, 3:00 pm**

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

3:00pm Chair Brock opened the Public Session Meeting followed by the Pledge of Allegiance.

Attendance: Chair Brien Brock, Selectman Patrick Moran (arrived at 3:11 pm), Selectman Russ Dann (arrived at 4:45 pm), Selectman Boyd Chivers, Selectman Sue Young and Town Administrator Andria Hansen.

Proposed 2024 Budget Review

Fire Department/Forestry: Fire Chief Young said he added the money back in that he lost last year with the cuts from the Budget Committee, so his budget is basically the same as last year. He also raised the two warrant articles up to \$75,000 each. One is for the building and the other is for the apparatus. Depending on what happens with the new ambulance, they might use some of it this fall.

MOTION: Selectman Chivers made a motion to approve the Fire Department's 2024 Budget for \$209,063. Seconded by Chair Brock. All in favor. Motion carried by a vote of 3-0-0.

Fire Chief Young briefed the Board about the previous ARPA Grant Funds they had received for over \$400,000 for both Police Department and Fire Department. The Fire Department had made their request on the tower at Saddleback that was for over \$140,000. He recently received the final bills from Beltronics that totaled over \$20,000 and there was no money left in the ARPA Grant Funds to pay for it. Luckily they have not gone to dispatch Londonderry therefore the Fire Department's dispatch line was used to pay for the rest of the Beltronics bills. Somehow all the encumbered money was spent and they did not another bill was coming in.

Building Inspection: Building Inspector Donovan stated he has a line item of \$1,500 remaining in it for automotive and he recently paid \$1,100 to have the Town vehicle repaired. His new rate includes insurance, pay increases for himself and the Land Use Coordinator.

MOTION: Selectman Chivers made a motion to approve the Building Inspection 2024 Budget as the department requested the amount of \$120,109. Seconded by Selectman Young. All in favor. Motion carried by a vote of 3-0-0.

Highway: Road Agent Wuebbolt stated he increased the road patching line. He informed the Board that cold patch has gone up 25% per ton the last 3 years. Gravel is up by 15% in the last 3 years. He increased the tree removal line to \$10,000 and that is the amount he put in for last year, before it was cut. This amount should take care of the ash trees and unhealthy trees in town. He changed the brush cutting to \$6,000 and for shoulder work due to the increase of storms over the last few years. Asphalt was raised to \$265,000 due to the asphalt price increase of 15%. The Ditching line was increased. A new line was added for Wildlife Management that has started a trapping program this year and he will put money aside to take care of that task. Winter Payroll has increased as they have 2 new roads to possibly take care of. He is also looking to increase the subcontractors rates to reflect a more competitive rate for this winter. He increased winter salt by 5% and noted that he did not receive a price yet. Winter sand has increased

33% since 2021, they were paying \$6 per ton and now they are paying \$9 per ton. There's a possibility that Plourde Sand & Gravel where they get winter sand will be going out of business and they would then need to get it from Pembroke Sand & Gravel costing \$1 more per ton, and it is much further away from them and will need to travel there and back. That would mean more money just to truck it and that is why he increased the sand line. There was a discussion about the hourly rates for the subcontractors.

MOTION: Selectman Chivers made a motion to accept the recommendation of the Highway Department's 2024 Budget Line of \$825,787. Seconded by Selectman Moran. Selectman Young questioned Wildlife Management last year. The Road Agent said there was none last year or for several years. Selectman Chivers asked if it was to trap beavers and the Road Agent said yes, that is the plan as beavers and muskrats are their biggest issue with animals they are having because they are the ones that stop the culverts. He has not had an issue all year and it has definitely worked. All in favor. Motion carried by a vote of 4-0-0.

Ambulance: Captain/Paramedic Michael Kelley of the Ambulance Department said last year he asked for \$273,000 in which \$33,000 was cut from that. They will be over budget with the 10 hours per pay on 2 providers which is \$190,000, and \$73,000 for 2 providers for their night shift as stipends. He added in some warrant training, additional duties because it is like a revolving door with per diem staff as they come and go and they need the ability to train them. The addition of \$10,000 per weekend stipend was added in. Currently he is having a lot of issues staffing weekend nightshifts. He proposed a \$2.50 an hour stipend to work weekends as well as an additional stipend to work the night shift and he hopes it will give an incentive for people to work weekends. This is the reason why he is putting the \$33,000 that was cut last year and put back in. He increased the Administrative Compliance Officer line that was \$12,000 last year and now he is asking for \$15,000. The \$12,000 only gives 7.8 hours of administrative time to run the ambulance at his payrate of approximately \$32 hourly. They added some mobile devices for the ambulance. He increased the fuel line as there has been a rise in transports. The Equipment and Medical Maintenance line was increased. He indicated that a lot of their medical supplies do fluctuate in price.

MOTION: Selectman Chivers made a motion to approve the Ambulance's Department 2024 Budget Line for \$349,901. Seconded by Selectman Moran. All in favor. Motion carried by a vote of 4-0-0.

Captain/Paramedic Michael Kelley said they did not add in purchasing the ambulance into the budget for next year or in the CIP either. They are trying to purchase a used one this year and if it does not work out they will need to order a new ambulance. Ordering a new ambulance would take approximately 2-4 years for delivery.

Elections/Voter: Tax Collector Candice Stamatelos said she did not have a lot of changes except for wages due to the elections.

MOTION: Selectman Young made a motion to accept the Tax Collectors 2024 Budget Line of \$7,350. Seconded by Selectman Chivers. All in favor. Motion carried by a vote of 4-0-0.

Tax Collector: Tax Collector Candice Stamatelos said her Deputy will be due for a pay increase of 10%. Selectman Chivers asked why the Tax Collectors fees went down \$500. Tax Collector Stamatelos explained they have less people going into liens and she is less involved so she reduced it, hoping it would help the budget.

MOTION: Selectman Chivers made a motion to approve the Tax Collectors 2024 Budget Line of \$37,793. Seconded by Selectman Young. All in favor. Motion carried by a vote of 4-0-0.

Town Clerk - Elections: Town Clerk Donna Hetzel said her budget has increased due to the 4 elections coming up as they will be needing additional staff resulting in more for wages. Under Miscellaneous Supplies she would like to start putting some money aside for 2 new ballot machines. The cost is around \$7,000 for the first one and she would like to purchase it in 2024. The second one would cost around \$5,000 in 2025. She will change the line to read Maintenance & Supplies.

MOTION: Selectman Young made a motion to accept the Town Clerk's Total Election Administration 2024 Budget Line of \$24,411. Seconded by Selectman Moran. All in favor. Motion carried by a vote of 4-0-0.

Town Clerk: Town Clerk Hetzel said this went up some due to salary.

MOTION: Selectman Young made a motion to accept the Town Clerk's 2024 Budget Line of \$95,308. Seconded by Selectman Moran. All in favor. Motion carried by a vote of 4-0-0.

Conservation Commission: Ryan Young of the Conservation Commission said they have had the same budget for 3 years. The only changes are for education, workshops and materials. He added in trail markings and paint. The amount of \$650 is for Memberships. Next year they would like to upkeep the properties that they have, to make it more inviting for the public to use. Some of the upkeep is done by the Boy Scouts.

MOTION: Selectman Chivers made a motion to approve the Conservation Commission 2024 Budget Line of \$4,192. Seconded by Selectman Moran. All in favor. Motion carried by a vote of 4-0-0.

Town Buildings (includes Smyth Memorial Building): Chair Carla Penfield of the Smyth Memorial Building Trustees stated they are going to prune some of the trees that are in poor condition. Fire Alarms and inspections was increased by 20%. They do not have any money if there are any problems and that is what the Emergency Line is for. They have been working on the roof each year and now they want to work on the East L section and has put the Property Improvement Line at \$29,000 as this amount is what it cost to do the front section. She is waiting to receive an estimate. Under the Utilities line they pay for the first \$4,000 which covers the lights, Comcast and heating. If the bills go over that amount then JRHS (Jesse Remington High School) pays for it. She is hoping they have some money left over this year to repair the wooden stairs. Chair Brock clarified about all the previous work that was done there was revenue that the Town received.

MOTION: Selectman Chivers made a motion to approve the Town Building Expenses Line 2024 Budget Line of \$78,431. Seconded by Selectman Young. All in favor. Motion carried by a vote of 4-0-0.

Rudy Cartier mentioned that the line items under Building Maintenance for air conditioners should be a Capital Improvements Project.

Animal Control: Police Chief McGillen stated they have added 2 new lines added for Rabies Prevention and Software Computer.

MOTION: Selectman Moran made a motion to accept the Animal Control 2024 Budget Line of \$7,530. Seconded by Selectman Young. All in favor. Motion carried by a vote of 4-0-0.

Auditing Services: Town Administrator Hansen mentioned having have a GASB auditing service line for the benefit of the retired Police Officers and stated that it is optional.

MOTION: Selectman Chivers made a motion to remove the GASB auditing service 2024 Budget Line for \$2,950. Seconded by Selectman Young. All in favor. Motion carried by a vote of 4-0-0.

MOTION: Selectman Chivers made a motion to amend the GASB auditing Services 2024 Budget Line for \$21,850. Seconded by Selectman Chivers. All in favor. Motion carried by a vote of 4-0-0.

Budget Committee: Selectman Young increased the Conferences Line by \$100.

MOTION: Selectman Young made a motion to approve the Budget Committee's 2024 Budget Line of \$1,528. Seconded by Selectman Young. All in favor. Motion carried by a vote of 4-0-0.

Cemetery: Town Administrator Hansen said this is level funded and it is what they requested last year.

MOTION: Selectman Chivers made a motion to approve the Cemetery 2024 Budget Line of \$73,149. Seconded by Selectman Young. All in favor. Motion carried by a vote of 4-0-0.

Direct Assistance:

MOTION: Selectman Moran made a motion to approve the Direct Assistance 2024 Budget Line of \$10,000. Seconded by Selectman Dann. All in favor. Motion carried by a vote of 5-0-0.

Emergency Management:

MOTION: Selectman Moran made a motion to approve the Emergency Management 2024 Budget Line of \$3,000. Seconded by Selectman Chivers. All in favor. Motion carried by a vote of 4-0-0.

Health Officer:

MOTION: Selectman Young made a motion to approve the Health Officers 2024 Budget Line of \$501. Seconded by Selectman Chivers. All in favor. Motion carried by a vote of 4-0-0.

Heritage: Tabled

Insurance: Tabled

Legal Expenses: Town Administrator Hansen said she put in \$55,000 and indicated the monthly retainer is \$1,900.

MOTION: Selectman Young made a motion to approve the Legal Expenses 2024 Budget Line of \$55,000. Seconded by Selectman Moran. All in favor. Motion carried by a vote of 4-0-0.

Other Culture & Recreation:

MOTION: Selectman Young made a motion to approve Other Culture & Recreation 2024 Budget Line of \$3. Seconded by Selectman Moran. All in favor. Motion carried by a vote of 4-0-0.

Parks & Recreation: Selectman Moran stated it will show a large increase due to the decrease last year. Selectman Young mentioned they need to repair some playground equipment.

MOTION: Selectman Young made a motion to approve the Parks & Recreation 2024 Budget Line of \$28,102. Seconded by Selectman Chivers. All in favor. Motion carried by a vote of 4-0-0.

Planning Board: Chair Rudy Cartier of the Planning Board said their budget is down by 1.5%. It is up in Conferences and Seminars as well as for their books and periodicals. In the Master Plan Implementation

Planning they are planning to do the last two impact fees for School and Solid Waste's Impact Fee for around \$8,000.

MOTION: Chair Brock made a motion to approve the Planning Boards 2024 Budget Line of \$14,377. Seconded by Selectman Moran. All in favor. Motion carried by a vote of 4-0-0.

Police: Chief Mike McGillen stated the Computer Expenses Line is \$8,000 as Rockingham is moving to a new dispatch system. He added a line for the Child Advocacy Center for \$1,250 as this is usually a warrant article. The Police Department is mandated by the County Attorney's Office to use this organization. They added in training for the Administrative Assistant's position of \$5,600 for the person who will be retiring.

MOTION: Selectman Young made a motion to approve the Police Departments 2024 Budget Line of \$853,690. Seconded by Selectman Chivers. All in favor. Motion carried by a vote of 4-0-0.

Property Appraisal: Town Administrator Hansen pointed out this line has gone down.

MOTION: Selectman Moran made a motion to approve the Property Appraisal 2024 Budget Line of \$30,000. Seconded by Selectman Chivers. All in favor. Motion carried by a vote of 4-0-0.

Solid Waste: Facility Operator Chuck Whitcher of the Recycle Center stated he added in Household Hazardous Waste back into the budget, as last year it was put in as a warrant article. He has 2 employees that will need an increase in their pay next year. The Waste Management Contract expires in February and they will be getting new rates. The roadway will need to be restriped. The skid steer will need new tires and he does not know what the future fuel prices will be. The electronics line was decreased. Under Employee Retirement he has 2 people with a possible 3rd person to add in.

MOTION: Selectman Dann made a motion to approve the Solid Waste 2024 Budget Line of \$475,960 as amended. Seconded by Selectman Young. All in favor. Motion carried by a vote of 5-0-0.

Street Lighting:

MOTION: Selectman Chivers made a motion to approve the Street Lighting 2024 Budget Line of \$2,900. Seconded by Selectman Young. All in favor. Motion carried by a vote of 5-0-0.

Town Officer's Expenses (includes Trustees of the Trust Fund & Website): Town Administrator Hansen said they are still waiting for an annual number from Block 5. She removed the Cost of Living line and will put them into individual departments. Trustees of the Trust Fund is level funded.

Selectman Young made a motion to approve the for the Town Officer's Expenses 2024 Budget Line amount of \$352,590. Seconded by Selectman Dann. All in favor. Motion carried by a vote of 5-0-0.

Treasurer: Town Administrator Hansen said they raised their stipend due to an increase in deposits. They are using the Deputy more and has increased their pay and mileage. Selectman Chivers stated the Board should keep it the same amount as last year and if they want to come in to explain why they want more money they can come to the Board and give their reasons why.

Selectman Chivers made a motion to approve the Treasurer's 2024 Budget Line amount of \$13,703. Seconded by Selectman Dann. All in favor. Motion carried by a vote of 5-0-0.

Welfare: The Board had a discussion and stated they will not increase this budget unless they come before the Board to give their reasons on why they are requesting an increase.

Selectman Chivers made a motion to approve the Welfare 2024 Budget Line amount of \$7,279. Seconded by Selectman Dann. All in favor. Motion carried by a vote of 5-0-0.

Zoning Board:

Selectman Chivers made a motion to approve the for the Zoning Boards 2024 Budget Line amount of \$1,391. Seconded by Selectman Moran. All in favor. Motion carried by a vote of 5-0-0.

Town Administrator Hansen gave the total for \$3,701,998 showing a 2.3% increase. This amount does not include Health Insurance or the Cost of Living increase for Employees.

5:16pm MOTION: Selectman Moran made a motion to adjourn the Public Meeting. Seconded by Selectman Chivers. All in favor. Motion carried by a vote of 5-0-0.

Respectfully submitted,
Linda Chandonnet, Recording Secretary