

1 MUNICIPAL BUDGET COMMITTEE
2 Wednesday, January 2, 2019
3 Professional Development Room
4 Kennett Middle School, Conway, NH

5 Chairman Jim LeFebvre called the meeting to order at 6:31pm. The following members were
6 present: Vice Chair, Dave Jensen, Eric Dzedzic, Michael Tetreault, Greydon Turner, Diane
7 Ryan, Joe Mosca, Terry McCarthy, John Colbath, Michael Fougere, John Edgerton, and Ted
8 Sares. Also present: Lisa Towle, recording secretary

9 Excused: Mike Laracy.

10 Absent: Ellin Leonard, Steven Steiner, and Sarah Verney.

11 Vice Chair Jensen led those present in the Pledge of Allegiance.

12 REVIEW OF OUTSTANDING MINUTES (December 12, 2018):

13 **Mr. Jensen moved, seconded by Mr. Edgerton to approve the minutes as written. Motion**
14 **Carries (10-0-3 [Mr. Mosca, Mr. Edgerton, and Mr. Fougere])**

15 TOWN BUDGET REVIEW- FIRE PRECINCTS:

16 Center Conway Fire Precinct

17 Glen Merrill, Chief, Nancy Leavitt, Clerk, and Al Eaton, Commissioner:

- 18 • Proposed operating budget for 2019 is \$256,870, which is an increase of \$5,000 and includes
19 a 3% salary increase for Chief Merrill.
20 • The special warrant article for the capital reserve fund increased from \$35,000 to \$40,000
21 • The 2018 budget was \$252,000 and \$243,000 was spent.
22 • Salary and Benefits: Medical \$18,008; Retirement \$18,000; and Wages \$46,350.

23 East Conway Fire Precinct

24 Peter Camp, Commissioner:

- 25 • Proposed operating budget for 2019 is \$57,650.
26 • \$7,000 was used from the capital reserve fund to replace the boiler.
27

28 Redstone Fire Precinct

29 Neil Henry, Chief and Ann Michelle Ames, Commissioner:

- 30 • Proposed 2019 budget is \$76,000 which includes a \$10,000 to replace the capital reserve
31 funds used to replace the transmission in Engine 2.
32 • 2018 budget was \$67,000, overspent by \$1,007 due to a bank discrepancy and unpaid bill to
33 Diesel Works.
34

35 TOWN OVERVIEW:

36 Executive Budget; Tom Holmes, Town Manager and Lilli Gilligan, Finance Director:

37 General Questions:

38 **Chair LeFebvre** inquired about the Conway Daily Sun article pertaining to the cost to relocate
39 the Conway Rec Center. **Mr. Holmes** noted meetings have been held with Mr. DegliAngeli and
40 Mr. Eastman regarding the options presented to the town. Additionally, the Board of Selectmen
41 will be discussing options at their meeting on Tuesday, January 8, 2019. **Mr. Colbath** concurred
42 that the Board of Selectmen need to look at the options.

- 43 • As previously noted, the 2018 budget was short on utilities and salt. Currently \$400,000+
44 remains in the 2018 budget, awaiting further outstanding invoices.
 - 45 • **Mr. Sares** inquired what happens if there is a surplus. **Mr. Holmes** advised it would be
46 up to the selectmen, however it is usually used to offset the tax rate.
- 47 • Executive Dues has decreased by \$15,000 upon the disassociation with the North Country
48 Council, as the town was not getting the value for their dollar.
- 49 • Executive Advertising and News Notices went over last year due to retirements and turn
50 over. This year the proposed budget is for \$5,500 as it appears that line will keep rolling.

51 Election & Registrations; Louise Inkell, Town Clerk:

- 52 • With only one election this year the proposed budget has dropped 2%.

53 Tax Collector; Louise Inkell, Town Clerk:

- 54 • Researching mortgages for liening and deeding and registry fees have increased.
- 55 • Tax Billing is less than the budget from 2018, yet higher than what was spent. This was due
56 to the previous printer giving a good deal to stay with them. However, the expense is being
57 priced out including using local printers.
 - 58 • **Mr. Jensen** inquired if it would be legal to have the tax bills emailed rather than mailed.
59 **Ms. Inkell** advised the law states the tax bill must be mailed to the last known address,
60 however, it does not have to be certified.
- 61 • In 2019 the law has changed the interest rates for delinquent taxes from 12% to 8%. This is
62 predicted to have a \$30,000 loss in revenue.

63 Assessing; Tom Holmes, Town Manager:

- 64 • \$12,000 is budgeted for the revaluation related costs.
- 65 • Mr. Holmes noted that it will be difficult to set the tax rate until the assessment is complete.
 - 66 • **Mr. Sares** inquired about the statement in the Conway Daily Sun that the school tax rate
67 would go up \$300 for a \$200,000 home. **Chair LeFebvre** advised this question is being
68 sent to the school district on the 4th.

69 Legal; Tom Holmes, Town Manager:

- 70 • The noted as spent in 2018 reflects bills through November and additional invoices are
71 anticipated. However, it is expected to come in under budget.

- 72 • \$15,000 has been budgeted in 2019 for the negotiations for the cable franchise fees.
- 73 Planning & Zoning; Tom Holmes, Town Manager:
- 74 • Budget is up 2.2% due solely to employee salary increases.
- 75 Ambulances; Lilli Gilligan, Finance Director:
- 76 • Budget is up 2.6% in accordance with the approved warrant article at the 2017 town meeting.
- 77 Fire & Emergency Management; Lilli Gilligan, Finance Director:
- 78 • Budget is up 6.7% for non-precinct fire agreement, in accordance with the approved warrant
79 article at the 2017 town meeting. Note only the residences and businesses located in the non-
80 precinct area of town are taxed on this.
- 81 • **Chair LeFebvre** inquired if there was a map showing the non-precinct area. **Ms.**
82 **Gilligan** advised she would provide one. **Mr. Turner** advised he had a copy of the map
83 available and could provide it immediately.
- 84 • The EMS Director has started work on the Hazard Mitigation Plan in November and \$5,400
85 was paid from the 2018 budget, as that is when the work was done.
- 86 • \$8,633 budgeted is the amount needed beyond the \$10,000 grant and includes stipends.
- 87 Building Inspections; Lilli Gilligan, Finance Director:
- 88 • Budget is up 2.7% due to salaries.
- 89 Health; Lilli Gilligan, Finance Director:
- 90 • Budget increased to \$1,200 for kennel and boarding fees for stray animals.
- 91 • \$2,750 budget for stipends remains stable.
- 92 • **Mr. Jensen** inquired how dog licensing revenue affects the profit and loss. **Ms. Gilligan**
93 advised it is anticipated revenue is \$3,300
- 94 Welfare; Tom Holmes, Town Manager;
- 95 • Budget is down 6% due to the lack of housing available.
- 96 Conservation; Tom Holmes, Town Manager;
- 97 • Budget is down 1.3%.
- 98 General Operating Budget; Lilli Gilligan:
- 99 • Proposed budget has a 2.5% increase not including warrant articles, which is a 1% increase
100 over last year.
- 101 **Mr. Colbath** noted for the public that additional information above what was noted on the
102 agenda was presented this evening.

103 OLD BUSINESS:

104 **Chair LeFebvre** reminded members that questions will be submitted to the town and school on
105 Friday, January 4, 2019.

106 **Mr. Colbath** reminded members to bring the town operating budget with them to every meeting.

107 NEW BUSINESS: None

108 PUBLIC COMMENT: None

109 ADJOURN:

110 **Mr. Fougere** moved, seconded by **Mr. Edgerton** to adjourn the meeting at 7:11 PM.

111 **Motion carried unanimously.**

112

113 Respectfully Submitted,

114 Lisa E. Towle, Recording Secretary