

**TOWN OF CHESTERFIELD
BUDGET COMMITTEE
MEETING MINUTES
JANUARY 29, 2013**

Present: Bayard Tracy, Chairman; Marty Mahoney, School Board Representative; Steve Laskowski, John Koopmann, Jeff Morse, Rich Kalich, Mike Wiggin, Spofford Fire Precinct Representative; Cliff Emery, Dan Cotter, Susan Newcomer, Elaine Levlocke, Selectboard Representative; Frank Underwood, Chesterfield Fire & Rescue Precinct Representative.

Absent: Charlie Perry

Bayard called the meeting to order at 7:02 PM. Bayard reported that in most cases expenses are down. However, in most cases revenues are also down.

Rich asked about Tax Deeded property. There are about 20% in arrears for 2012. This is normal for this time of year. 2010 is about to go to Tax Deed. There are possibly one or two more than last year. There are about 20 people on a list that have been contacted by the Selectboard. The list is for those properties which are 3 years in arrears. There are 2,760 taxable units.

Dan moved to vote by role call. The motion was seconded by Steve and passed unanimously.

Cliff moved January 22, 2013 as discussed. The motion was seconded by Susan and passed unanimously.

Susan moved January 22, 2013 as amended. The motion was seconded by John and passed unanimously.

Cliff moved the January 26, 2013 Town Public Hearing for discussion. The motion was seconded by Dan and passed unanimously.

Cliff moved the January 26, 2013 Town Public Hearing minutes as amended. The motion was seconded by Jeff and passed unanimously.

Chesterfield Town Budget

The Selectboard has not made any adjustments to the Police Department pay. Duane Chickering and Kevin White were present at the last meeting. *Cliff moved to recommend increasing the Police Department budget by \$9,869 for salaries to be used for on-call issues and salaries. The motion was seconded by Dan.* Rick stated that the Budget Committee can't increase line items unless the amount was noted at the public hearing. Therefore, no action could be taken on the motion.

Cliff stated that all the furniture in the OEM Room is paid for by Vermont Yankee. The entire budget is paid for by RERP (Radiological Emergency Reactor Planning).

Cliff moved to reduce the Highway Department by \$40,000 to \$734,098. The motion was seconded by Dan. Cliff looked at budget to actual spending for the past 2 years. Elaine stated that this budget is driven by Mother Nature. Dan stated that the message this would send is to use the budget or you will lose it. The overage is typically used to reduce taxes. Bayard, Marty Steve, John, Jeff, Rich, Mike, Dan, Susan, Elaine and Frank voted No. Cliff voted Yes. The motion was defeated.

Cliff moved to reduce Solid Waste Department by \$30,000 to \$206,845. The motion was seconded by Rich. Cliff stated that in 2010 the difference between 'Budget' and 'Spent' was of \$33,953, in 2011 of the difference was \$33,372 and in 2012, the difference was \$31,481. The increase in full-time salaries is due to the part-time position being voted back to full-time at Town Meeting. All the benefits are included under Personnel Administration. There is a decrease in trash disposal due to the economy. The motion was called to limit debate and passed unanimously. Steve, Jeff, Mike, Dan, Susan, Elaine and Frank voted No. Bayard, John, Rich and Cliff voted Yes. Marty abstained. The motion was defeated.

Rich moved to reduce Solid Waste Department by \$20,000 to \$216,845. The motion was seconded by Frank. Susan stated that there have been years when more has been needed. C&D is way down. Cliff stated that Leon has done a great job since 2009. There has been a committee assembled by Leon Dunbar to look at operations at the recycling center. Steve Laskowski, Rick Carrier, Brett Crowder and Tom Duston have been assembled for this committee. Marty stated that there should be discussion prior to tonight for department heads to comment on cuts. Steve, Dan, Susan and Elaine voted No. Bayard, John, Jeff, Rich, Cliff and Frank voted Yes. Marty abstained. The motion was approved.

Jeff moved to recommend Article 3 for \$2,850,633. The motion was seconded by Rich. Steve, Susan and Elaine voted No. Bayard, Marty, Jeff, Rich, Mike, Cliff, Dan and Frank voted Yes. John abstained. The motion was approved.

ARTICLE 4: To see if the Town will vote to raise and appropriate the sum of Two Hundred and Twenty Eight Thousand Dollars (\$228,000) to be added to the following already established Capital Reserve Funds, or act in any way related thereto:

1. Highway Heavy Equipment CRF	100,000
2. Roadways Construction/Reconstruction CRF	25,000
3. Revaluation CRF	30,000
4. Town Hall Annex Renovations CRF	25,000
5. Town Office Building Maintenance CRF	10,000
6. Police Cruiser CRF	23,000
7. Police Department Equipment CRF	7,000
8. Library Building Maintenance CRF	5,000
9. Parks & Rec Building CRF	2,500
10. Outdoor Court CRF	<u>500</u>
TOTAL	228,000

Elaine moved to recommend Article 4. The motion was seconded by Susan. Cliff moved to recommend \$81,000 contribution for the Highway Heavy Equipment CRF. The motion

was seconded by Dan. Cliff stated that this is the amount to be contributed according to the existing Highway Heavy Equipment CRF schedule. Cliff assumed that the reason to raise the CRF from \$81,000 to \$100,000 is to replenish the fund for the \$23,000 reduction made at the 2009 town meeting. According to Cliff, Bart purchased (35,000 GVW) equipment for substantially less money and that given this, there is no reason to ‘overfund’ this year’s contribution... Mike did not think a contribution to the CRF’s should be reduced due to other prior purchases. The equipment being replaced is 35,000 GVW. The next truck will be purchased in 2019. Is it reasonable for the trucks to last 6 years? In 2019 a 35,000 GVW is scheduled to be purchased for \$174,000. In 2020 a 35,000 GVW is scheduled to be purchased for \$166,000. *There was a motion to limit debate, which passed unanimously.* Marty, Steve, Mike, Dan, Elaine and Frank voted No. Bayard, John, Jeff, Rich & Cliff voted Yes. Susan abstained. The motion was defeated.

Dan moved to recommend \$85,000 contribution to the Highway Heavy Equipment CRF. The motion was seconded by Susan. Elaine stated that reducing the contribution lowers the amount in the CRF below the purchase price of the truck. *There was a motion to limit debate, which passed unanimously.* Elaine and Steve voted No. Bayard, Marty, John, Jeff, Rich, Mike, Cliff, Dan, and Susan voted Yes. The motion was approved

Elaine moved article 4. The motion was seconded by Susan. Elaine and Steve voted No. Bayard, Marty, John, Jeff, Rich, Mike, Cliff, Dan, Susan and Frank voted Yes. The motion was approved.

ARTICLE 5: To see if the Town will vote to raise and appropriate the sum of Twelve Thousand One Hundred Seventy Six Dollars (\$12,176) to be added to the following already established Expendable Trust Funds, or act in any way related thereto:

P&R Pickup Truck Exp Trust	1,000
Wares Grove Trees Exp Trust	2,000
Parks & Rec Activities Enhance Exp Tr	1,176
Cemetery Truck Exp Trust	2,500
Cemetery Mower Exp Trust	2,500
Wild land Fire Suppression Exp Trust	<u>3,000</u>
TOTAL	12,176

Elaine moved article 5. The motion was seconded by Susan. Bayard, Marty, Steve, John, Jeff, Rich, Mike, Dan, Susan, Elaine and Frank voted Yes. Cliff abstained. The motion was approved.

ARTICLE 6: To see if the Town will vote to raise and appropriate the sum of Two Hundred and Forty Five Thousand Eight Hundred Twenty Four Dollars (\$245,824) for the purpose of resurfacing Town roads, or act in any way related thereto. This is a special warrant article per RSA 32:10 I (d).

Susan moved to recommend article 6. The motion was seconded by Elaine. Bayard, Marty, Steve, John, Jeff, Rich, Mike, Cliff, Dan, Susan, Elaine, and Frank voted Yes. The motion was approved.

ARTICLE 7: To see if the Town will vote to raise and appropriate the sum of One Hundred and Sixty Thousand Dollars (\$160,000) to purchase a new 35,000 GVW Truck with Body and Plow for the Highway Department and authorize the withdrawal of up to One Hundred and Sixty Thousand Dollars (\$160,000) from the Highway Heavy Equipment Capital Reserve Fund for that purpose, said amount to be offset by the amount received from the trade-in or sale of the existing 1998 International Truck, or act in any way related thereto. This is a special warrant article per RSA 32:10 I (d). Due to the vote in article 4, \$160,000 won't be available in the CRF. *Rich moved to amend and recommend \$147,000 in article 7. The motion was seconded by Mike.* Elaine stated that there was no way to buy the truck. Steve and Elaine voted No. Bayard, John, Jeff, Rich, Mike, Cliff, Dan and Frank voted Yes. Marty and Susan abstained. The motion was approved.

ARTICLE 8: To see if the Town will vote to raise and appropriate the sum of Thirty Three Thousand Five Hundred Dollars (\$33,500) for the purchase of a police cruiser and switchover costs, and authorize the withdrawal of up to Thirty Three Thousand Five Hundred Dollars (\$33,500) from the Police Cruiser Capital Reserve Fund for that purpose, or act in any way related thereto. This is a special warrant article per RSA 32:10 I (d).

Cliff moved to recommend article 8. The motion was seconded by Elaine. Bayard, Marty, Steve, John, Jeff, Rich, Mike, Cliff, Dan, Susan, Elaine and Frank voted Yes. The motion was approved.

ARTICLE 9: To see if the Town will vote to raise and appropriate the sum of Four Thousand Seven Hundred Dollars (\$4,700) for the purchase of a Portable Radio for the Police Department and authorize the withdrawal of up to Four Thousand Seven Hundred Dollars (\$4,700) from the Police Department Equipment Capital Reserve Fund for that purpose, or act in any way related thereto. This is a special warrant article per RSA 32:10 I (d). The motion was approved.

ARTICLE 10: To see if the Town will vote to raise and appropriate the sum of Two Thousand Five Hundred Dollars (\$2,500) for the purchase of a Cruiser Mounted Radar Unit for the Police Department and authorize the withdrawal of up to Two Thousand Five Hundred Dollars (\$2,500) from the Police Department Equipment Capital Reserve Fund for that purpose, or act in any way related thereto. This is a special warrant article per RSA 32:10 I (d). The motion was approved.

ARTICLE 11: To see if the Town will vote to raise and appropriate the sum of One Thousand Five Hundred Dollars (\$1,500) for computer upgrades at the Police Department and authorize the withdrawal of up to One Thousand Five Hundred Dollars (\$1,500) from the Police Department Equipment Capital Reserve Fund for that purpose, or act in any way related thereto. This is a special warrant article per RSA 32:10 I (d). The motion was approved.

Cliff moved to recommend articles 9, 10 and 11. The motion was seconded by Elaine. Bayard, Marty, Steve, John, Jeff, Rich, Mike, Cliff, Dan, Susan, Elaine and Frank voted Yes. The motion was approved.

ARTICLE 12: To see if the Town will vote to raise and appropriate the sum of Twenty Four Thousand Three Hundred and Twenty Dollars (\$24,320) to support the following, or act in any way related thereto. This is a special warrant article per RSA 32:10 I (d).

Chesterfield Senior Meals program	200
Home Health, Meals on Wheels and Age in Motion	8,675
Monadnock Family Services/Mental Health	4,505
Community Kitchen	7,000
Youth Services	140
Southwestern Community Services	1,700
Visiting Nurse Association & Hospice	500
Drop In Center	200
Monadnock Child Advocacy Center	1,000
Big Brothers Big Sisters	400
TOTAL	24,320

Elaine moved to recommend article 12. The motion was seconded by Susan. Rick stated that Big Brothers, Big Sister was new this year. All organizations have submitted and qualified. Steve voted No in memory of Warren Porter. Bayard, Marty, John, Jeff, Rich, Mike, Cliff, Dan, Susan and Elaine voted Yes. The motion was approved.

Article 13 and 14 do not have a monetary value and will not need Committee recommendations.

Rick reported that there were no zoning articles for this year.

Chesterfield Fire & Rescue Precinct - The revenue figure \$199,273 projected at the Public Hearing is correct. The given tax increase of 25% is correct. Bayard used 9% for the tax rate calculation.

Article 4

Item	Recommended by the Commissioners	Recommended by the Budget Committee
Administrative Exp	\$ 600.00	
Building Maintenance	\$ 1,800.00	
Small Equipment	\$ 7,000.00	
Small Equipment Repairs	\$ 3,500.00	
Fire Prv Program	\$ 200.00	
Insurance	\$ 11,848.00	
Training & Dues	\$ 6,000.00	
Stipends & Other Related Exp	\$ 34,000.00	
Worker's Compensation	\$ 2,140.00	
Audit	\$ 2,650.00	
Contracted Services	\$ 2,500.00	
Rescue Supplies	\$ 1,600.00	
Electricity	\$ 3,510.00	
Heating Oil	\$ 5,220.00	
Propane	\$ 3,147.00	

Telephone	\$	1,000.00	
Gas & Diesel Fuel	\$	3,000.00	
Equipment Repairs & Maint	\$	14,000.00	
Hepatitis B, TB & Flu	\$	2,000.00	
Payment for Mutual Aid	\$	21,550.00	
	\$	127,265.00	

Frank moved to recommend \$127,265. The motion was seconded by Susan. Mike asked why insurance was so high. Chesterfield has more equipment. Hepatitis shots are a series of 4 shots. There are several new EMT's this year. There are only 23 or 24 firefighters in Spofford. Chesterfield has 37 or 38. The Spofford Chief earned over \$6,000 last year. The Chesterfield Chief only earned \$4,500. In the 2013 proposed budgets, the Chesterfield Secretary will make \$2,200; the Spofford Secretary will make \$1,500. Chesterfield is seeking to pay the officers an additional stipend for extra responsibilities they have. Stipends and Other Related Expenses were over budget by \$1800 last year because the Commissioners voted an additional \$2,000 to increase the rate for the firefighters.

Elaine moved to amend the motion and decrease payroll by \$7,000. The motion was seconded by Steve. Chesterfield pays 64 hours for an 8 hour training for 8 employees. Spofford would only pay 8 for the same training. Elaine asked Chesterfield to review policies. Mike stated if departments were combined to 1 Chief and 1 set of officers, a full time Chief would be needed. The cost of a Full-time employee would exceed both of these budgets. Frank voted No. Bayard, Steve, Jeff, Rich, Cliff and Elaine voted Yes. Marty, John, Jeff, Rich, and Dan abstained. The amended motion was approved.

Elaine moved to amend the motion and recommend \$120,265 for Article 4. The motion was seconded by Susan. Bayard, Steve, Marty, Jeff, Rich, Mike, Cliff, Dan, Susan, Elaine, and Frank voted Yes. John abstained. The amended motion was approved.

Article 5: To see if the Precinct will vote to raise and appropriate the sum of \$60,775 to be added to the already established Chesterfield Fire and Rescue Precinct Heavy Equipment Capital Reserve Fund, or act in any way related thereto.

Elaine moved to recommend Article 5. The motion was seconded by Susan. There was a balance of \$356,475.84 as of 12/31/2011. There was a contribution of \$57,881 last year. Frank voted Yes. Bayard, Steve, John, Jeff, Rich, Cliff and Elaine voted No. Marty Mike, Dan and Susan abstained. The motion was defeated.

Article 6: To see if the Precinct will vote to raise and appropriate the sum of \$11,333 to be added to the already established Chesterfield Fire and Rescue Precinct Small Equipment Capital Reserve Fund, or act in any way related thereto. *Susan moved to recommend Article 6. The motion was seconded by Dan.* The balance as of 12/31/2011 \$72,813.29 with the contribution of \$11,333 may not have enough funds to make the expenditures in the warrant articles. There were withdrawals made from the CRF last year. Steve stated there was 10 to 15,000 in the operating budget for small equipment. All warrant articles have been reviewed by the DRA. *Cliff moved to amend the motion and skip over articles 6, 8,9,10 and 11 until more information can be provided. The*

motion was seconded by Elaine. Bayard, Marty, Steve, John, Jeff, Rich, Mike, Cliff, Dan, Susan, Elaine and Frank voted Yes. The amended motion was approved.

Article 7: To see if the Precinct will vote to raise and appropriate the sum of \$175,000 for the purchase of a Pumper and to further authorize the withdrawal of up to \$175,000 from the Chesterfield Fire and Rescue Precinct Heavy Equipment Capital Reserve Fund, or act in any way related thereto. This is a special warrant article per RSA 32:10 I (d). *Dan moved to recommend article 7. The motion was seconded by Susan.* The CIP states that this purchase should be \$130,000. Frank stated that a new truck was priced out at \$359,000. Steve stated that the department needs to rely on Mutual Aid. A tanker is needed to supply water. Steve stated that the Chief's need expressed at the public hearing was for secondary water. *Elaine moved to amend the motion and recommend \$145,000 in article 7. The motion was seconded by Cliff.* The CIP was created 6 years ago, and is now in the process of being updated. Dan stated he was concerned about a used vehicle. Bayard, Marty, Steve, John, Jeff, Rich, Cliff and Elaine voted Yes. Frank and Mike abstained. The amended motion was approved.

Article 12: To see if the Precinct will vote to raise and appropriate the sum of \$15,600 for the hiring of a part time fire inspector covering 20 hrs. per week for performing fire inspections and other related tasks, funding for this purchase will be from a grant in the amount up to \$15,600, and balance not to exceed \$780 to come from the Chesterfield Fire and Rescue Precinct Operating Budget, or act in any way related thereto. This is a special warrant article per RSA 32:10 I (d). This article is contingent on the receipt of the grant. *Dan moved to recommend Article 12. The motion was seconded by Marty.* Mike stated that Spofford is not included in this grant. There are 6 in Spofford trained in inspections. Steve Dumont, the assistant building inspector, is also a fire and hazardous materials inspector for VT. According to Mike, if the Chief creates a list of properties, the Fire Marshall will come down and spend the day doing inspections. Spofford has more residential needs. Chesterfield has more industry. It was suggested to use the code enforcement officer. Elaine asked for more justification for the position. Bayard, Steve, Jeff, Rich, Mike, Cliff, Dan, Susan and Elaine voted No. Marty, John and Frank abstained. The motion was defeated.

The next Meeting will be January 30th. The Committee will also meet on February 5th to review minutes and sign paperwork. The meeting adjourned at 10:35 PM.

Respectfully Submitted,

Amy LaFontaine
Secretary