

**TOWN OF CHESTERFIELD  
BUDGET COMMITTEE  
MEETING MINUTES  
FEBRUARY 4, 2014**

Present: Bayard Tracy, Chairman; Elaine Levlocke, Selectboard Representative; Steve Laskowski, John Koopmann, Dan Cotter, Cliff Emery, Susan Newcomer, Steve Buckley, Spofford Fire Precinct Representative, Frank Underwood, Chesterfield Fire & Rescue Precinct Representative

Absent: Marty Mahoney, School Board Representative, Rich Kalich

*Steve moved Town Public Hearing minutes from February 1, 2014 as amended. The motion was seconded by Dan and passed unanimously.*

*Susan moved to allow Charlie Perry to participate by speakerphone. The motion was seconded by Dan. Bayard, Elaine, Steve L., John , Dan, Cliff, Susan, Steve B. and Frank voted Yes.*

*Elaine moved to recommend \$2,968,804 for the Town's operating budget. The motion was seconded by Susan.*

*Cliff moved to reduce \$17,000 from Personnel Administration. The motion was seconded by Steve L.*

Cliff did not feel that the plan was far enough along to put together this year. Elaine stated that the decision has been made to make the position full-time. The department is almost self-funding regardless of the status of the cottage. The Cottage is not condemned.

*Steve L. moved to limit debate. The motion was seconded by Elaine. Elaine, Steve L. John, Dan, Cliff, Susan, Steve B., Frank and Charlie voted Yes. Bayard voted No.*

The motion to reduce \$17,000 from Personnel Administration failed due to tie vote. Bayard, Dan, Cliff, Frank and Charlie voted Yes. Elaine, Steve L. John, Susan and Steve B. voted No.

*Steve L. moved to reduce Library Salaries to 1.4% COLA. The motion was seconded by Dan.*

Cliff stated that the employees were put on a 5-step merit program several years ago to bring them in line with other library salaries in the State. This is step 4. The raise is 3% merit plus 1.4% COLA. The raises do not include longevity increases.

*Bayard, Elaine, John, Dan, Cliff, Susan, Steve B. and Frank voted No. Steve L and Charlie voted Yes.*

*The motion to approve \$2,968,804 for the operating budget passed by unanimous vote. Bayard, Elaine, Steve L., John, Dan, Cliff, Susan, Steve B., Frank & Charlie voted yes.*

**ARTICLE 5:** To see if the Town will vote to raise and appropriate the sum of Two Hundred and Eighty Thousand One Hundred Ninety Dollars (\$280,190) 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). *Elaine moved article 5. The motion was seconded by Steve L. Cliff moved to reduce article 5 to \$245,824. The motion failed due to lack of second. Cliff and Charlie voted No. Bayard, Elaine, Steve L., John, Dan, Susan, Steve B., and Frank voted Yes.*

**ARTICLE 6:** To see if the Town will vote to raise and appropriate the sum of Eighty Three Thousand Dollars (\$83,000) to be added to the already established Highway Heavy Equipment Capital Reserve Fund, or act in any way related thereto. *Elaine moved Article 6. The motion was seconded by Steve L. Susan moved to reduce the article by \$30,000. The motion was seconded by Cliff.*

*The committee reduced this item by \$30,000 last year. Susan and Charlie voted Yes. Bayard, Elaine, Steve L., John, Dan, Cliff, Steve B., and Frank voted No.*

*Bayard, Elaine, Steve L., John, Dan, Cliff, Steve B., and Frank voted Yes. Charlie and Susan voted No.*

**ARTICLE 7:** To see if the Town will vote to raise and appropriate the sum of Five Thousand Dollars (\$5,000) to be added to the already established Highway Rights of Way Expendable Trust Fund, or act in any way related thereto. *Elaine moved article 7. The motion was seconded by John.*

*This item is to pay for surveyors to establish boundaries of roads. There is only \$500 in the account. Bayard voted No. Elaine, Steve L., John, Dan, Cliff, Steve B., Frank and Charlie voted Yes. Susan abstained.*

**ARTICLE 8:** To see if the Town will vote to raise and appropriate the sum of Thirty Thousand Dollars (\$30,000) to be added to the already established Revaluation Capital Reserve Fund, or act in any way related thereto. *Elaine moved article 8. The motion was seconded by Susan.*

*Cliff moved to reduce Article 8 by \$15,000. The motion was seconded by Susan. Cliff stated that a full reval does not need to be done in 5 years. The computer model is sufficient. The Selectboard may not choose a computer reval in 4 years. Elaine and Steve L. voted No. Bayard, John, Dan, Cliff, Susan, Frank and and Charlie voted Yes.*

*Article 8: \$15,000. Elaine and Steve L. voted No. Bayard, John, Dan, Cliff, Susan, Steve B., Frank and Charlie voted Yes.*

**ARTICLE 9:** To see if the Town will vote to raise and appropriate the sum of Twenty Five Thousand Dollars (\$25,000) to be added to the already established Town Hall Annex Renovations Capital Reserve Fund or act in any way related thereto. *Elaine moved article 9. The motion was seconded by Susan. There is \$50,000 in the account and no plan for renovation. Elaine and Steve*

*B. voted Yes. Bayard, Steve L., John, Dan, Cliff, Susan, Frank and Charlie voted No. The motion failed.*

**ARTICLE 10:** To see if the Town will vote to raise and appropriate the sum of Ten Thousand Dollars (\$10,000) to be added to the already established Town Office Building Maintenance Capital Reserve Fund or act in any way related thereto. *Elaine moved article 10. The motion was seconded by Susan. There is \$20,000 in the fund already. Elaine voted Yes. Bayard, Steve L., John, Dan, Cliff, Susan, Steve B., Frank and Charlie voted No. The motion failed.*

**ARTICLE 11:** To see if the Town will vote to raise and appropriate the sum of Thirty Five Thousand Dollars (\$35,000) for the development of the Master Plan. This will be a non-lapsing appropriation per RSA 32:7, VI and will not lapse until the Master Plan is completed or by December 31, 2019, whichever is sooner, or act in any way related thereto. *Elaine moved Article 11. The motion was seconded by Steve L. Elaine moved to recommend \$30,000 as a member of the Committee. The motion was seconded by Steve L.. Bayard, Elaine, Steve L., John, Dan, Cliff, Susan, Steve B., Frank and Charlie voted Yes. The amendment passed unanimously. Bayard, Elaine, Steve L., John, Dan, Cliff, Susan, Steve B., Frank and Charlie voted Yes. The motion passed unanimously.*

**ARTICLE 12:** To see if the town will vote to raise and appropriate the sum Twenty Three Thousand Dollars (\$23,000) to be added to the already established Police Cruiser Capital Reserve Fund, or act in any way related thereto. *Elaine moved article 12. The motion was seconded by Steve L. Bayard, Elaine, Steve L., John, Dan, Cliff, Susan, Steve B., Frank and Charlie voted Yes. The motion passed unanimously.*

**ARTICLE 13:** To see if the Town will vote to raise and appropriate the sum of Seven Thousand Dollars (\$7,000) to be added to the already established Police Department Equipment Capital Reserve Fund, or act in any way related thereto. *Elaine moved article 13. The motion was seconded by Steve L.. Bayard, Elaine, Steve L., John, Dan, Cliff, Susan, Steve B., Frank and Charlie voted Yes. The motion passed unanimously.*

**ARTICLE 14:** To see if the Town will vote to raise and appropriate the sum of Thirty Four Thousand Dollars (\$34,000) for the purchase of a police cruiser and switchover costs, and authorize the withdrawal of up to Thirty Four Thousand Dollars (\$34,000) 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). *Elaine moved article 14. The motion was seconded by Steve L.. A cruiser was totaled a few weeks ago. There will most likely be a motion on the floor to have an amount come from a different source. Bayard, Elaine, Steve L., John, Dan, Cliff, Susan, Steve B., Frank and Charlie voted Yes. The motion passed unanimously.*

**ARTICLE 15:** To see if the Town will vote to raise and appropriate the sum of Four Thousand Three Hundred Dollars (\$4,300) for the purchase of a Mobile Laptop for the Police Department and authorize the withdrawal of up to Four Thousand Three Hundred Dollars (\$4,300) 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). *Elaine moved article 15. The motion was seconded by Steve L.. This item has been paid for by citizen donation. The Selectboard will vote to pass this over at Town Meeting once the check has cleared. Bayard, Elaine, Steve L., John, Dan, Cliff, Susan, Steve B., Frank and Charlie voted Yes. The motion passed unanimously.*

**ARTICLE 16:** To see if the Town will vote to raise and appropriate the sum of Four Thousand Dollars (\$4,000) to replace the Digital Video Recorder, 2 Video Cameras and configure the Virtual Private Network at the Police Department and authorize the withdrawal of up to Four Thousand Dollars (\$4,000) 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). *Elaine moved article 16. The motion was seconded by Steve L.. An officer is able to work alone with a camera in the booking room. Bayard, Elaine, Steve L., John, Dan, Cliff, Susan, Steve B., Frank and Charlie voted Yes. The motion passed unanimously.*

**ARTICLE 17:** To see if the Town will vote to raise and appropriate the sum of Three Thousand Dollars (\$3,000) for the purchase of Ballistic Vests for the Police Department and authorize the withdrawal of up to Three Thousand Dollars (\$3,000) 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).

**ARTICLE 18:** 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). *Cliff moved to recommend article 17 and 18. The motion was seconded by Elaine. Bayard, Elaine, Steve L., John, Dan, Cliff, Susan, Steve B., Frank and Charlie voted Yes. The motion passed unanimously.*

**ARTICLE 19:** To see if the Town will vote to raise and appropriate the sum of Five Thousand Dollars (\$5,000) to be added to the already established Library Building Maintenance Capital Reserve Fund, or act in any way related thereto. *Elaine moved article 19. The motion was seconded by Steve L.. Bayard and John voted No. Elaine, Steve L., Dan, Cliff, Susan, Steve B., Frank and Charlie voted Yes.*

**ARTICLE 20:** To see if the Town will vote to raise and appropriate the sum of Thirty Thousand Dollars (\$30,000) for Roof Repairs at the Library and authorize the withdrawal of up to Thirty Thousand Dollars (\$30,000) from the Library Building Maintenance 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). *Elaine moved article 20. The motion was seconded by Bayard. Charlie voted No. Bayard, Elaine, Steve L., John, Dan, Cliff, Susan, Steve B. and Frank voted Yes.*

**ARTICLE 21:** To see if the Town will vote to raise and appropriate the sum of Five Thousand Dollars (\$5,000) for Engineering of the Library Parking Lot, or act in any way related thereto. This is a special warrant article per RSA 32:10 I (d). *Elaine moved article 21. The motion was seconded by Dan. Elaine, Steve L., Dan, Susan and Steve B. voted Yes. Bayard, John, Cliff, Frank and Charlie voted No. The motion fails.*

**ARTICLE 22:** To see if the town will vote to establish a P&R Building Expendable Trust Fund per RSA 31:19-a, for the maintenance and upkeep of Parks & Rec Buildings and to raise and appropriate Eighteen Thousand Three Hundred Dollars (\$18,300) to put in the fund, with this amount to come from the unreserved fund balance; and further to name the selectmen as agents to expend from the fund. *Elaine moved article 22. The motion was seconded by Susan. Bayard, Elaine, Steve L., John, Dan, Cliff, Susan, Steve B., Frank and Charlie voted Yes. The motion passed unanimously.*

**ARTICLE 23:** To see if the Town will vote to raise and appropriate the sum of Two Thousand Five Hundred Dollars (\$2,500) to the already established Parks and Rec Building Expendable Trust Fund, or act in any way related thereto. This warrant article is contingent on the passage of Article 22. *Elaine moved article 23. The motion was seconded by Dan. Bayard voted No. Elaine, Steve L., John, Dan, Cliff, Susan, Steve B., Frank and Charlie voted Yes.*

**ARTICLE 24:** To see if the Town will vote to discontinue the P&R Building Capital Reserve Fund created in 1981. Said funds, with accumulated interest to date of withdrawal, are to be transferred to the town's general fund. There is no committee recommendation required.

**ARTICLE 25:** To see if the Town will vote to raise and appropriate the sum of One Thousand Dollars (\$1,000) to be added to the already established Parks and Rec Pickup Truck Expendable Trust Fund, or act in any way related thereto. *Elaine moved article 25. The motion was seconded by Susan. Bayard voted No. Elaine, Steve L., John, Dan, Cliff, Susan, Steve B., Frank and Charlie voted Yes.*

**ARTICLE 26:** To see if the Town will vote to raise and appropriate the sum of Five Hundred Dollars (\$500) to the already established Outdoor Court Capital Reserve Fund, or act in any way related thereto. *Elaine moved article 26. The motion was seconded by Bayard. There is \$6,000 available in the fund. Elaine, Susan and Steve B. voted Yes. Bayard, Steve L., John, Dan, Cliff, Frank and Charlie voted No. The motion failed.*

**ARTICLE 27:** To see if the Town will vote to raise and appropriate the sum of Five Thousand Eight Hundred and Sixty Eight Dollars (\$5,868) to be added to the already established Parks & Recreation Activities Enhancements Expendable Trust Fund, or act in any way related thereto. *Elaine moved article 27. The motion was seconded by Bayard. Elaine, Steve L., Susan, Steve B., and Frank voted Yes. Bayard, John, Dan, Cliff and Charlie voted No. The motion failed.*

**ARTICLE 28:** To see if the Town will vote to raise and appropriate the sum of Three Thousand Dollars (\$3,000) to the already established Wildland Fire Suppression Expendable Trust Fund, or act in any way related thereto. *Elaine moved article 28. The motion was seconded by Steve. Charlie voted No. Bayard, Elaine, Steve L., John, Dan, Cliff, Susan, Steve B., and Frank voted Yes.*

**ARTICLE 29:** To see if the Town will vote to raise and appropriate the sum of Two Thousand Five Hundred Dollars (\$2,500) to be added to the already established Cemetery Truck Replacement Expendable Trust Fund, or act in any way related thereto.

**ARTICLE 30:** To see if the Town will vote to raise and appropriate the sum of Two Thousand Five Hundred Dollars (\$2,500) to be added to the already established Cemetery Mower Replacement Expendable Trust Fund, or act in any way related thereto. *Elaine moved article 29 and article 30. The motion was seconded by Cliff. John, Cliff and Charlie voted No. Bayard, Elaine, Steve L., Dan, Susan, Steve B., and Frank voted Yes. The motion passed by majority.*

**ARTICLE 31:** To see if the Town will vote to raise and appropriate the sum of Twenty Two Thousand Six Hundred and Ninety One Dollars (\$22,691) 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	8,935
Monadnock Family Services/Mental Health	4,505
Community Kitchen	5,000
Youth Services	140
Southwestern Community Services	1,461
Visiting Nurse Association & Hospice	500
Drop In Center	200
Monadnock Child Advocacy Center	1,000
Big Brothers Big Sisters	400
The Gathering Place	350

TOTAL 22,691

*Bayard moved article 31. The motion was seconded by Elaine. Steve L. and Charlie voted No. Bayard, Elaine, John, Dan, Cliff, Susan, Steve B., and Frank voted Yes. The motion passed by majority.*

**Chesterfield Fire & Rescue Precinct** – *Frank moved to recommend \$123,280 for the operating budget. The motion was seconded by Steve L.. Elaine moved to recommend \$115,000 for the operating budget. The motion was seconded by Susan. The mutual aid bill has changed as a result of the inquiry from Spofford. The bill is up almost \$1,000. Elaine voted Yes. Bayard, Steve L., John, Dan, Cliff, Susan, Steve B., Frank and Charlie voted No. Elaine voted No. Bayard, Steve L., John, Dan, Cliff, Steve B., Frank and Charlie voted Yes. Susan abstained. The motion to recommend \$123,280 passed by majority.*

*Frank moved to recommend \$60,775 contribution to the Heavy Equipment CRF and \$11,333 contribution to the Small Equipment CRF. The motion was seconded by Dan. Bayard, Elaine, Susan and Charlie voted No. Steve L., John, Dan, Cliff, Steve B., and Frank voted Yes. The motion passed by majority.*

To see if the Precinct will vote to raise and appropriate the sum of \$110,000 for the purpose of replacing the body on the rescue truck, funding for this purchase will be from a grant in the amount of up to \$110,000. This is a special warrant article per RSA 32:10 I(d). Note: There may be a warrant article next year to return any unused funds. *Dan moved to recommend the grant. The motion was seconded by Frank. Bayard, Elaine, Steve L., John, Dan, Cliff, Susan, Steve B., Frank and Charlie voted Yes. The motion passed unanimously.*

**Spofford Fire Precinct** - *Steve moved to recommend \$221,224 for the operating budget. The motion was seconded by Dan. Dan moved to amend the recommendation to \$219,184. The motion was seconded by Cliff. The \$219,184 is the operating budget with the reduced mutual aid bill. Bayard, Steve L., Steve B., and Charlie voted No. Elaine, John, Dan, Cliff, Susan and Frank voted Yes. The amendment passes by majority. Bayard, Elaine, Steve L., John, Dan, Cliff, Susan, Steve B., Frank and Charlie voted Yes for the \$219,184 operating budget. The motion passed unanimously.*

*Steve B. moved to recommend \$34,921 contribution to the Heavy Equipment CRF, \$13,125 contribution to the Small Equipment CRF, \$1,000 to the Waterhole Expendable Trust, \$1,000 to the Catastrophic ET, and \$1,000 to the Building Maintenance ET. The motion was seconded by Dan. The balance in the Heavy Equipment CRF at the end of 2013 is \$80,387.07. The balance in the Small Equipment CRF is \$21,432.85. The Waterhole ET balance is*

\$7,337.17. The balance in the Catastrophic ET is \$6,351.83. The balance in the Building Maintenance ET is \$8,008.08. *Bayard and Charlie voted No. Elaine, Steve L., John, Dan, Cliff, Susan, Steve B., and Frank voted Yes. The motion passed by majority.*

*Steve B. moved to recommend \$2,122 expenditure from the Small Equipment CRF for the purchase of 1 set of gear. The motion was seconded by Elaine. Charlie voted No. Bayard, Elaine, Steve L., John, Dan, Cliff, Susan, Steve B. and Frank voted Yes. The motion passed by majority.*

The meeting adjourned at 10:45 PM

Respectfully Submitted,

Amy LaFontaine  
Secretary