

BUDGET COMMITTEE

DECEMBER 6, 2007

MEMORIAL BUILDING

7:00 P.M.

Present: B. Manning, Bill Sullivan, Ken Jacques, Dave Tucker, Bob Anderson, John Trachy, Darrin Patten, and Rick Kidder. **Absent:** Jon Poston.
Selectman John Chiarella was also present.

The meeting was called to order at 7:00 p.m.

Election of Officers: Ken Jacques nominated B. Manning as Chairman, seconded by Bill Sullivan and unanimously approved. John Trachy nominated Ken Jacques as Vice-Chairman, seconded by Bill Sullivan and unanimously approved.

Review of proposed 2008 schedule: The Board reviewed the proposed 2008 budget preparation schedule. Department representatives will be invited to attend the first meeting. The schedule was approved as follows: January 15, 2008, January 29, 2008 and Public Hearing February 5, 2008.

Review of Expenditures:

Bob Anderson reviewed 2007 expenditures.

The Selectmen have approved expanding the position of office assistant/bookkeeper from a part-time to a full-time position versus hiring more part-time personnel to assist with daily needs and special projects. Municipal Resources Incorporated has done an assessment of financial practices, revenue tracking, internal controls, and compliance review based on requirements of the Accounting Standards Board. Their report is pending. Bob reviewed examples of projects that are in the planning stages. The feasibility of hiring a full-time person in terms of the additional costs incurred for benefits was questioned. Bob stated the decision to expand to full-time was to be able to offer some stability.

Expenditures of each department were reviewed. A question was raised regarding the cost of telephone service for the Police Department. This will be looked into.

The Selectmen discussed increased expenditures in the Highway Department budget due to expenses incurred during the April 2007 flooding. The Town applied for \$80,000 FEMA grant funds for reimbursement of storm related expenses. To date they have received approximately \$64,000 from FEMA. The State has not reimbursed the Town for their percentage yet. The Town spent \$55,000 in materials and contract labor immediately following the storm for emergency repairs. That amount does not include wages paid during and after the storm. An additional expense of approximately \$28,000 was incurred later when shim work was done. This amount was not included in FEMA calculations. Bob explained there will not be enough money in the operating budget to meet end of year financial obligations as a result of these unanticipated expenses. The Town will need to apply to the Department of Revenue to request approval for an

emergency appropriation of \$100,000 to meet the remaining anticipated expenses of 2007. \$70,000 of the amount requested includes the use of the FEMA grant money and \$30,000 to be from the unexpended fund balance. The request must also be approved by a majority of the budget committee members.

The Board reviewed proposed capital expenditures for 2008: Bob and John explained that the Fire Department will be requesting a new truck. They have been doing research and testing vehicles. Their 1981 truck is in need of replacement.

The Police Department is doing preliminary research regarding construction of a new Police Department building. Bob explained that a building needs committee was created and members agreed space issues of the police department are the first priority to be investigated. Moving the Police Department would free up space for storage needs at the Town Office. Tim has been looking into what grants might be available. They are looking into the possibility of building across the street where the bulletin board is now located, with an entrance directly off Route 114.

Ken Jacques questioned whether the building needs committee has addressed future municipal land needs. The Board discussed future planning for growth of town facilities.

Board members reviewed expected revenues. Anticipated revenue projections will probably be less next year. Car registrations, building permits, and other revenue sources are less than anticipated for 2007. The Board discussed that Hemphill Power and Light has been sold and will continue to be operational. Therefore, the tax assessment on that property will not be lost.

The Board reviewed the letter of request to the Department of Revenue regarding the emergency appropriation. John Trachy made a motion to approve the request, seconded by Ken and unanimously approved.

With no further business, the meeting was adjourned at 8:30 p.m.

Respectfully Submitted,

Janet Roberts,
Recording Secretary