

BUDGET COMMITTEE

JANUARY 17, 2012

**HIGHWAY GARAGE
MEMORIAL BUILDING**

6:00 P.M.

7:00 P.M.

The following are to be considered draft minutes only until approved by the Board at their next meeting.

All Committee members convened at the highway garage at 6:00 p.m. to review/discuss equipment needs with Road Agent Peter Abair. Also in attendance: Justin Hastings, Bryan O'Day, George McCusker, Eddie Abair, Jason Abair, and Gene Hayes. Pete will be putting together information regarding equipment and department needs and projected costs for the next budget meeting on January 31.

Members then reconvened at 7:00 p.m. at the Memorial Building. The roll was called: Budget Committee present: B. Manning, Bill Sullivan, Bill Huntoon, Darrin Patten, Ken Jacques, Jeff Milne, Jon Poston, Tim Cook, and Selectman Representative John Chiarella.

Also present: Justin Hastings, Bryan O'Day, Scott Gambino, Marie Patten, George McCusker, Gene Hayes, Dick Kipperman, and Leigh Callaway.

Minutes: Bill Huntoon noted page 2 "Suspended ceilings have been discussed, but that will not eliminate the heat loss and condensation issues." He noted that adding ventilation may help. This was noted as a topic of current discussion, not a change to the minutes.

Gene Hayes presented some samples of the rigid foam insulation and roofing material. He stated he felt this was the least expensive way to address the roof issue and be energy efficient. The membrane is hot air welded and holds up to the elements. Gloenco in Newport and the Grantham Village School have used the product. The ventilation issue still needs to be addressed. Gene stated a suspended ceiling would be difficult to work around things and make it airtight. Bill Huntoon questioned the labor warranty. Gene stated the product has a full 20 year system warranty for product and parts through the manufacturer. The manufacturer would send a representative to inspect and sign off before a written warranty would be issued. He would have to check on the labor warranty. Bill stated that most labor warranties are pro-rated. Gene felt Dayco could have the roof installed in about 7 working days. He feels this is the least expensive way to tackle the roofing problems. The general dynamics of the building will not change. He recommends the building be checked by an engineer to see if it can handle the load of the roof. The roof should not have to be shoveled as the product is very slippery. He is confident the snow will come off. Several voiced concerns about how slippery the material is after it has aged. John Chiarella reported he has researched the product online and there have been no complaints about snow load and the roofing system. John stated there needs to be more ceiling fans installed to move the warm air down and some sort of air exchange.

B. asked if there were any further corrections for the minutes. Janet reported page 4 first sentence needs to be amended as follows: "Recommendation for the Recreation Department is

to appropriate ~~\$3600~~, \$3806.72 the money that was raised through Old Home Day, to the expendable trust warrant article.” Motion (Jon); second (Jeff) approve minutes as amended. Motion passed.

Further discussion regarding roofing system: The insulation that is there now probably needs to be removed. Removal was not part of Dayco’s bid. B. asked John if there was any idea what the whole project would cost. John noted that once the budget committee determines if the project is plausible, then they would need to look at the insulation, and ventilation. Fans should be added to move the air down, and the fan in the highway department that blows air out of the building needs to be replaced with some sort of air exchange system. John noted concerns with expensive engineering fees. Ken noted it is hard to stand behind the idea not knowing what all the options are. John noted he spoke to Osgood’s about a replacement metal roof and was quoted around \$100,000 so the Selectmen did not consider that an option. Suspending the ceiling would require an engineer to determine loading and whether posts are needed to be added for support. Concern noted that they might lose some ceiling height and it may be expensive to move all the stuff that is all ready located in the ceiling. A polymer sealant over the exterior would seal the gaps and screws but estimates were \$40-50K, and there would be no improvement to R value. Interior spray foam insulation was discussed. The Selectmen have not looked at that. Members felt the Selectmen should contact an engineer to find out what the options are.

Jon Poston reported when investigating costs for the town hall ask to renovate, repair or paint, fix the siding or repair things. Do not ask for lead abatement. Exterior paint can be scraped and repainted and the scrapings dealt with. John Chiarella noted the people involved in previous town hall renovations, are being asked to reconvene and look at the town hall and make recommendations for repair. Members thought they might be able to assist with the highway roof as well.

B. reviewed Unreserved Fund Balance information. The State recommends maintaining a level of between 5% and 17%. The current fund balance is \$628K. It won’t be known exactly what may be added to the fund balance until the 2011 books are audited. Ken questioned using the URFB to fund projects or maintain it and use it to offset the tax rate. John noted the Selectmen are in favor of using some of the URFB to fund specific projects while maintaining a level at about 10%. In the past they have used the fund balance to stabilize the tax rate. In keeping the level at about 10% there should be around \$178,000 available for consideration. Members discussed getting back on a replacement schedule for equipment and recommend unusual expenditures to come from fund balance. Perhaps some of the fund balance could be used to get back to a rotation schedule, but equipment replacement should be part of the budget of the town.

B. noted it is hard to get a handle on the highway budget without knowing just what the needs are. John noted that Pete has a different plan for improvements but has been working with a budget he did not prepare. B. noted there are several areas of the budget that are overspent while other areas without expenditures. He felt this needs to be cleaned up. John noted that Pete needs to make a determination of what his needs are and what he wants to propose for equipment. In light of the problems now noted with the blue truck, a decision will have to be

made whether to propose a pickup or not. John felt it was possible there would be changes to Pete's budget by the January 31 meeting. Jeff felt it would be helpful if information was available as to purchase costs and costs to repair and maintain the equipment. Billy noted he thinks welding repairs have been high and would recommend the highway department buy a welder. John stated the Selectmen will work with Peter and his budget.

John indicated the Selectmen will be discussing the code enforcement position at their next meeting.

Bruce Allen, Conservation Commission Chairman met with the Board. The CC has an estimate from Pierre Bedard and is seeking an appropriation of \$7,000 to have a survey done on the NE boundary of the 35 acre lot on the Grafton Town Line. The CC has been able to identify 3 of the 4 lines and they have been re-blazed. The 4th side blazes are missing and may have been subject to timber trespass. In order to manage the property or consider for timber harvest the property line needs to be identified. It is hoped this money would be able to be returned to the town in a few years through timber harvest. Jeff inquired whether this is property the town wants to own. B. questioned whether it might be property the town would consider selling in the future if a more feasible property were available to the town. John noted the Selectmen are not recommending divesting in areas of open space at this time. Ken stated CC members have stepped forward in trying to manage town forests and this is part of that management plan. Bruce noted this is the only remaining lot where the bounds are not known. This is proposed to be a one-time request, though there may be a request for some funds for timber management in the future. The timber can't be valued and managed, or the lot could not be sold without knowing where the bounds are. Timber harvest of the Brooks lot netted about \$20,000 revenue to the town. B. noted it is important for the Conservation Commission to be prepared to share this information at town meeting.

Dallas Patten, Fire Chief discussed hydrant needs. The hydrant at the beach has been tested and a leak repaired but it is still drawing dirt out of the pipe. Dallas has estimates for pipe and silt containment but does not have hard numbers for contractor labor. The current pipe extends about 120' into the lake but they can't get out that far to replace, so they are looking at about 40'. They have a firm that is working on the hydrant design. The first proposal was going to be in excess of \$25,000. Dallas felt the project can be completed for around \$10,000. This is replacement of existing pipe and does not require wetlands permitting. B. questioned if Dallas was comfortable with the \$7500 amount for new equipment. He suggested if the hydrant replacement were to come in a little higher perhaps an adjustment could be made in equipment replacement or another area in the budget. John addressed concern with the 40' distance being too close to the swimming area. This will need to be looked at. Perhaps the town owned lot north of the beach may need to be utilized. The pipe is to be plastic 8" PVC. The Board discussed whether the pipe could be extended in some way after it was installed.

Tim Julian, Police Chief reported his budget is about \$40.00 less than last year. At the last meeting the Selectmen mentioned 3% raises so he has not figured that in yet. The raise would not be for a full year. Tim is putting together figures for replacement of the Crown Victoria next

year (2013) but felt the likelihood was it may be 2 years for replacement due to the highway department needs. Tim felt it would be 3 – 4 years before he would be looking to replace the Taurus. John noted the voters approved an increase in wages, but they were still behind other comparable situations so the 3 % increase was included this year.

B. thanked members for coming early. The Board would like to meet with Peter and Keith Cutting in two weeks.

Meeting adjourned 8:45 p.m.

Respectfully Submitted,

Janet Roberts