

Joint Town Council and Budget Committee Meeting
April 27, 2020
Via Zoom Meeting

I. Call Meeting to Order

II. Pledge of Allegiance

Meeting was called to order at 7:05pm. Saluted the Flag.

III. Roll Call

Council Members Present:

Kieth Bennett, Chair
Tarsha Downing, Vice Chair
Nicholas Konstantoulakis
John Emery II
Rose Aikman

Budget Members Present:

Lou Goulet	Lou Annance-absent
Brian Ahlquist	Andrea Winn
Tom Walton	Mary Allen
Peter Ford	

Staff and Others Present:

Zakk Maher, Town Manager	Julie Ward, Town Clerk
Lisa Prevost, Treasurer	Jim Daigle, PD
Scott Penney -PW Director	Jeff Goss, Chief PD
Alan Plummer CEO	Steve Sherlock- Sun Journal
Fred Sturtevant- Fire Chief	Nancy Petersons, Library
Justin Starbird, Recreation	Rudy Kyllonen

IV. Swearing in New Budget Committee Members

Town Clerk Julie Ward swore in Andrea Winn and Mary Allen. Each recited the oath.

Councilor Downing asked if there was a possibility to review the budget again because of the pandemic.

Town Manager Zakk Maher talked about the update of COVID 19 and impacts on the Municipal Budget for 2020-2021. Excise tax is only at 75% but all other lines are in line. The total

reduction for Municipal budget is 30,862. The total for debt services is 443,817 but 396,200 is going towards pay down on 22 Pleasant Street and needs to go to voter approval.

Councilor Aikman was asking if there were any places that we could cut in the budget and if there were any vacant positions, we could leave open. Town Manager Zakk Maher explained that the Rec Coordinator position will not be filled and won't be back, and all other openings are filled at this time.

Fire/Rescue Department:

The total reduction of \$9,851 is from moving items back into the Municipal Complex budget. Fire Chief Fred Sturtevant stated that training for new EMT coming on shows slight training increase from last year, but the rest of budget is the same as current year.

The minor CIP budget is for nozzles that are \$750.00 each and new radios. The radios have been repaired and can only be repaired so many times before needing to be replaced. Fire Chief Fred is also on the lookout for a new enclosed trailer to store the side by side and cold-water equipment. He stated it would be easier to hook on to and go on a call faster when needed.

Tom Walton asked if it can go out to bid or do you just go out and purchase it. Fred Sturtevant stated he had called Big Tex and Scott recreation for a price and they would go with the best priced option. Town Manager Zakk Maher stated they do have to solicit 3 bids to buy.

Lou Goulet asked if used would be an option and Fred Sturtevant stated there is a lot of over priced used ones currently and they are not an easy find right now.

Long term we are budgeting 75K for a new vehicle and 20K for new air packs. Engine 2 is going to need to be replaced in 2025 and the ladder truck in 2030. They have been looking into whether or not they replace just the ladder first or wait and do the whole truck. They are actively looking for grants to purchase air packs that were replaced in 2003, but having no luck. The bottles were replaced in 2018 and are hitting the life span. As long as they pass inspection, they will continue to use, but would like to put money aside so the Fire Dept doesn't need to ask for emergency funds.

Police Department:

Removal of Municipal expenses and add a \$1.00 pay increase for Police Clerk. The training line is increased due to hiring our first every female officer Bridgette Letarte to replace Aaron Tremblay. She lives in town and has passed all the initial testing to become an officer.

Peter Ford asked if we had added a new officer last year and what the overtime hours were last year. Police Chief Jeff Goss stated that they had hired someone but had since left. He could not determine what the exact OT hours would be due to the loss of the officer last year. He can't really cut anymore out.

Lou Goulet had asked for report of how many calls that had completed and Councilor Aikman asked how everything was going due to COVID-19. Chief Goss stated they have been getting a few calls, but felt it was minimal and people in town seem to be following the social distancing rules. The PD does have domestic calls but there is no great increase right now.

Town Manager Zakk Maher stated the CIP for a new cruiser is 15K and it's less than this year's current budget. Since the cruiser that was in the accident was supposed to be replaced this year anyway.

Tom Walton asked about the clerk increase. Town Manager Zakk Maher explained it was to keep her in line with Water Department.

Councilor Downing asked about the insurance money that was received on cruiser. Chief Goss said it was around 13k because the insurance company was treating it like it was at the end of its life as a cruiser. It was not as much as we would have liked. Lou Goulet wanted clarification on the CIP and it's for 2 cruisers.

Public Works:

Peter Ford wanted to make a point to let them know they do an excellent job with the Town.

Town Manager Zakk Maher stated most of the utilities were moved back into the Municipal Complex budget. The minor CIP is for a plow cutting edge and some construction signs. Scott Penney PW Director said there is a lot of equipment that needs to be maintained and they do their best to keep them going.

The Major CIP is 67k same as this current budget. PW did get a brand new 2020 Dump truck that is completely equipped this year. The Town usually purchases a new one every 10 years. There was not a good offer on the truck we were going to replace so the town is keeping it for a backup.

Councilor Konstantoulakis pointed out that there will be less winter sand since the pile is still fairly large from this past winter.

The Town is trying to get out of road bonds and will be asking for 500k for repairs and 10k for re-shouldering. We will still look for voter authorization to borrow for the end of 2021 budget, so the debt service will not start until 2021-2022. Depending on the bids that will come in will determine how many roads it will cover. Scott Penney is hoping for most of them.

Transfer Station:

The major change is \$1.00 increase for each attendant.

Brian Ahlquist asked if these were comparable to other towns. Town Manager Zakk Maher said no, most other towns varied anywhere from minimum wage to \$20.00 an hour. The attendants would be making 13.25 an hour up from \$12.25.

Lou Goulet asked if Kathryn was no longer the Manager, and Town Manager Zakk said no, she was only filling in temporary until we found someone. Scott Hinkley has returned.

Peter Ford asked if residents get the better rate if they bring their own stuff to MMWAC, and Town Manager Zakk Maher didn't believe so.

Recreation Budget:

Town Manager Zakk Maher explained at the last budget meeting there was a move of 23K to the CIP for the Snack Shack and Storage shed as requested by Budget Committee. Peter Ford wanted to know if they only got one bid because it seemed a little high. The plan is fixing bathrooms and the floor and make it for a larger storage area. Peter Ford also asked what was left in the recreation checking account because it had a high balance last year. Justin Starbird explained they had been saving money up to purchase a field groomer and just recently purchased one for 33K.

Lou Goulet asked if there was anticipated date to open up again. Justin Starbird said they are following state guidelines and working on the fields to be ready.

Tom Walton recommended eliminating the snack shack completely and just use as storage only.

Motions:

A: Boards and Councils

Councilor Aikman motioned to amend training from \$1,200 to \$300, no one seconded.

Budget Member Lou Goulet motioned to eliminate 1000K for Community Days and book and \$300 for training, seconded by Brian Alquist, all in favor 4-1.

Councilor Emery motioned to revisit Boards and Councils, seconded by Councilor Aikman, all in favor, 4-1 Kieth Bennett no.

Councilor Emery Motioned to 15,738 seconded by Councilor Aikman, all in favor 4-1 Kieth Bennett was a no.

***See following page for final motions.**

- The following motions were approved by the Council. Green block was the person who motioned the approval of amount, seconded by red block. Y= YES N=NO

COUNCIL VOTES

Line Items	Motion	Proposed Amount	Nick Konstantoulakis	John Emery	Kieth Bennett	Tarsha Downing	Rose Aikman
Boards and Council	A	15,738	y	y	n	y	y
Municipal Complex	B	85,574	y	y	y	y	y
Town Clerk	C	102,039	y	y	y	y	y
Administration	D	127,682	y	y	y	y	y
Utilities	E	169,925	y	y	y	y	y
Code Enforcement	F	54,604	y	y	y	y	y
Library	G	34,439	y	y	y	y	y
Social Services	H	9,500	y	y	y	y	y
Assessor	I	24,750	y	y	y	y	y
Auditor	J	7,700	y	y	y	y	y
Contingency	K	10,000	y	y	y	y	y
Debt Service	L	487,647	y	y	y	y	y
Pensions / Insurances	M	507,769	y	y	y	y	y
Animal Control	N	8,716	y	y	y	y	y
Fire Department	O	135,950	y	y	y	y	y
Police Department	P	400,256	y	y	y	y	y
Public Works	Q	377,054	y	y	y	y	y
Transfer Station	R	122,746	y	y	y	y	y
County Tax	S	223,000	y	y	y	y	y
CIP BUDGET	T	245,300	y	y	y	y	y

The following items were motioned by the budget committee Green Block is the person that motioned the approval of amount, seconded by the Red Block for each line item. Y= YES N=No

BUDGET COMMITTEE VOTES

Line Items	Motions	Proposed Amount	Lou Goulet	Brian Ahlquist	Peter Ford	Andrea Winn	Tom Walton	Lou Annance	Mary Allen
Boards and Council	A	15,738	y	y	y	y	n		y
Municipal Complex	B	85,574	y	y	y	y	y		y
Town Clerk	C	102,039	y	y	y	y	y		y
Administration	D	127,682	y	y	y	y	y		y
Utilities	E	169,925	y	y	y	y	y		y
Code Enforcement	F	54,604	n	y	y	y	y		y
Library	G	34,439	y	y	y	y	y		y
Social Services	H	9,500	y	y	y	y	y		
Assessor	I	24,750		y	y	y	y		
Auditor	J	7,700		y	y	y	y		
Contingency	K	10,000		y	y	y	y		
Debt Service	L	487,647		y	y	y	y		
Pensions / Insurances	M	507,769		y	y	y	y		
Animal Control	N	8,716		y	y	y	y		
Fire Department	O	135,950		y	y	y	y		
Police Department	P	400,256		y	y	y	y		
Public Works	Q	377,054		y	y	y	y		
Transfer Station	R	122,746		y	y	y	y		
County Tax	S	223,000		y	y	y	y		
CIP BUDGET	T	245,300		y	y	y	y		

Mary Allen and Lou Goulet lost connection after motion of Item H

VII. Public Hearing – Schedule for May

Councilor Emery motioned to have the Public Hearing on May 19, 2020 @ 6:30pm possibly held in gym, seconded by Councilor Aikman, all in favor so voted.

VIII. Adjourn

Tom Walton motioned to adjourn, seconded by Brian Ahlquist, all in favor, so voted.

Councilor Aikman motioned to adjourn, seconded by Councilor Bennett, all in favor, so voted.

Meeting adjourned at 9:56pm