

BAC/CIP/SB Meeting
November 8, 2023
Minutes

Present: Gary Scholl, Rob Kenney, Peter Allen, Mike Darnell, Bill Ezell, Ken Caisse, Tim Fiske, Ivy Bibler, Gail Cromwell

For their committees/departments: George Clark, Will Wildes, Jenn Rheaume, Vivian Wills, Christine Robidoux

Chairman Scholl called the meeting to order at 7 pm.

George Clark presented the Fire Department needs for 2024. New members are being received, increasing the needed drill allowance line by \$900. The only significant increase is in Dues and Subscriptions, by \$1850. (why:.....)

Dispatch will increase by just over \$1000.

For the CIP, it was noted that we have scheduled \$76,500 in new Airpaks, which would be a warrant article in 2024. George was not sure that amount would be needed and he would get back to us. The budget details are attached. The planned work to convert the old F550 to the Rescue vehicle is underway and will be completed. The plan remains to sell the current rescue "bread" truck.

Jenn Rheaume did not request any changes over 2023 but did note that she has to travel occasionally to events and would like a mileage allotment. It was decided to offer mileage of up to 300 miles, at the going IRS rate: 62.5 cents. It was noted that the Animal Control Report that appears in the Town Report does not include their expenditures, make a note to Carole for next year to include it.

Vivian Wills presented a request from the Recreation Commission of \$2,000. There are 4 main events for children: Easter, July 4, Halloween, and a Holiday party, each costing \$150. The Thanksgiving Dinner for Town Senior Citizens costs \$1,000. The Commission also would spend \$400 on workshops and training. Their

current budget is \$3,050, so this is a reduction, but all of the current budget will be spent.

CIP item for the Rec Commission would be the tennis courts. A warrant article would be needed for bringing the courts up to standard, then we should consider beginning a trust fund for regular maintenance. Vivian has several quotes for the work and needs help evaluating. Tim Fiske noted that the cracks are in large part due to tree roots. Cutting of trees in the past has been helpful and should be continued. Add this problem to the CIP list. Motion was made, seconded and passed to do this.

The need for background checks exists and the costs should be added to the budget for the town as a whole.

Christine presented a budget for the Planning Board, attached. Recording wages are going down a bit due to the filing project being completed. Professional Services will go down to zero (from \$8670) because tax maps (1700) are done only every other year, and the other big expense for the Natural Resources Inventory has been completed. They do need an increase in their legal expense budget from 1500 to 2500. Many questions have come up regarding the zoning ordinance requiring legal help.

Christine described the problem of the inaccuracy of the tax maps, they do not match other records such as deeds. The basic need is for a survey of every property but that is prohibitively expensive. A possible solution is to establish a GIS system, which would allow easier updates as well as improved accuracy. We could spend \$8-9000 to set up basic GIS. Could be a warrant article. Bill suggested that we use \$10,000 of the remaining ARPA money to do this, and create a reserve account for continued upgrades. Could Avitar be involved with this or another company. It was generally agreed to start the basic system. This would be a select board decision for ARPA funding. Keith Charlton & Russ Huntley from the Planning Board will work with the Select Board to identify the best approach for updating the tax maps to GIS format.

Other business:

Gary requested \$200 for BAC training, in hopes of getting members to attend the basic budgeting session offered by NHMA. Several of us have done so and found it very useful.

The town hall painting is confirmed at \$9000 for next year.

We have received the budget requests by the various welfare providers in the budget. Several are down, only the MCVP Crisis Prevention Center is up. The requests are attached.

The additional paving estimates given by Kent Perry after last meeting were discussed. Tim noted that paving requires gravel added on the shoulders of the roads to prevent edge cracking. It would cost approximately \$10,000/mile for added gravel. Paving is good but even with paving, touching every road every 5 years with sand or chip sealing is required to keep the surface alive. With such sealing, paving can last 20 years. Both Mason and New Ipswich gave up sand sealing years ago and then ran into problems with severe pot holes. Tim noted that the Office building lot has never been paved, only sealed, which has been adequate. One problem now is that the 10 year plan has disappeared, making it difficult to evaluate the current highway request. The study done for the town by the SW Regional Planning Board was an excellent study but seems to be ignored. Gail asked if members had the study, most said no. She will have it scanned and sent out to everyone. It was decided to ask Kent to return at our next meeting, Dec 13, with a 10 year plan, and to discuss his request. It was noted that the town report does not record how much paving is being done in a given year. That should be done going forward.

Lilliane LeBel sent a request for the Community Advisory Committee For \$1000.

The expenses will be for various flyers and printed materials.

Safety Forum Flyer \$415, Complete Streets Flyer, \$415, and other materials, \$170.

Gary announced that the work continues on the Financial Procedures update.

Peter Allen shared information on a road salt alternative "Green Snow Pro certification.

The minutes of October 25 were approved.
The meeting adjourned at 9:15.

Respectfully submitted,

Gail Cromwell

Attached:

Fire Dept.

Account & Number	2023 Budget	2024 Budget
Drill Allowance - 4220190	\$9,600.00	\$10,500.00
Social Security - 4220220	\$596.00	\$596.00
Medicare - 4220225	\$140.00	\$140.00
Health & Safety - 4220290	\$2,345.00	\$2,345.00
Dues/Subscription - 4220560	\$2,900.00	\$4,750.00
Fire Supplies (PPE) - 4220610	\$12,500.00	\$12,735.00
Items on truck - 4220740	\$2,750.00	\$2,750.00
Rescue Squad Expenses - 4220742	\$5,000.00	\$5,000.00
Equipment In station - 4221740	\$5,000.00	\$5,000.00
Training - 4221561	\$5,000.00	\$5,000.00
Maint & Repair - 4221630	\$9,500.00	\$9,500.00
Dispatch - 4299390	\$21,250.00	\$22,000.00
TOTAL:	\$76,581.00	\$80,316.00

22,312

PLANNING BOARD

YTD 2023 (As of 11/07/2023)

4191 - 4191 Planning Board	Expenditures		YTD 2023 (As of 11/07/2023)		%OI Budget
	Budget	\$ Over Budget	Budget	\$ Over Budget	
4191110 - PB Recording Wages	2,470	3,290	-820	75.1%	
4191220 - PB Social Security	153	204	-51	75.1%	
4191225 - PB Medicare	36	48	-12	74.6%	
4191550 - PB Printing and Advertising	82	500	-418	16.4%	
4191560 - PB Dues and Subscriptions	116	130	-14	89.2%	
4191561 - PB Training & Seminars	200	500	-300	40.0%	
4191620 - PB Office Supplies	0	100	-100	0.0%	
4191625 - PB Postage	11	350	-339	3.0%	
4191628 - PB Prof Services	4,225	8,670	-4,445	48.7%	
Total 4191 - 4191 Planning Board	7,292	13,792	-6,500	52.9%	
4153560 - Planning Board Legal	1,378	1,500	-122	91.9%	
2023 Prof Services NRI Phase II	5970	9 days field study + public presentation			

Planning Board Legal Services are tracked under a new account with Legal Expenses
 4153 - 4153 Legal Expenses
 4153320 - LE Town Attorney
 4153690 - LE Other Legal Expenses
 XXXXX - LE Planning Board Legal \$ 1,500.00
 Based on 2022 Expenses

2024 Budget Setting	2024 Budget Setting		% Change
	Prelim Budget	Budget	
3,024			-100.0%
500			-100.0%
100			-100.0%
500			-100.0%
100			-100.0%
350			-100.0%
4,574	0	0	-100.0%
2,500			

2023 Comments
 2023 Rate \$20.87/hr, 12 hours/month, SB voted wage increase applies
 Townwide Mailings and Public Notices
 Legislative Publications (\$10/\$16 per copy)
 NHMA Conferences & Trainings, etc.
 postage for mailings
 2023: Tax Map Update (\$1700) + NRI Phase I (\$1000) + NRI Phase II (\$5970)
 Tax Maps updates are every other year at approx \$2000/each
 \$150/hour

	2023 Expenditures	2024 Amount
<i>4415-Welfare Services and Support Agencies</i>		
4415350 Monadnock Family Services	\$1,727	\$1,727.00
4415351 Home Health & Community Service	\$1,750	\$1,750.00
4415352 The River Center	\$500	\$500.00
4415355 St. Joseph Community Svcs Inc (Meals on Wheels)	\$400	\$200.00
4415356 CASA	\$500	\$500.00
4415357 Red Cross	\$250	\$0.00
4415358 Community Volunteer Trans Coop (CVTC)	\$500	\$500.00
4415359 Hillsboro Cty Child Advocacy	\$1,815	\$1,815.00
4415353 MCVP Crisis Prevention Center	\$40	\$240.75
4415118 Cornucopoa Project	\$1,000	\$1,000.00
4415117 Conval End 68 Hrs of Hunger	\$1,000	\$1,000.00
Total	\$9,482.00	\$9,232.75