DUBLIN BUDGET COMMITTEE
Meeting minutes
October 25, 2016

Present: Steve Baldwin, Nancy Campbell, Charlie Champagne (Chairman), Paul Delphia (Selectman’s Representative), Dale Gabel and Judy Knapp

Absent: Bill Gurney

Also Present: Sherry Miller-Town Administrator

Meeting was called to order at 7:00 p.m. by Chairman Champagne.

Minutes from the October 18, 2016 meeting were moved by Dale and seconded by Nancy and approved with two abstaining.

Sherry reported on the Executive budget:

Executive:
   Executive Clerical: Increase of $11,234 due to hiring new assistant for 4 days a week from 9-4 (28 hrs.). This is not a full-time position.

Legal: Remain the same ($25,000) as prior year. Was higher this year due to a lawsuit. Do not anticipate anything for 2017.

Prosecutor: Remain the same ($10,500) as prior year

Personnel Administration:
   Recruiting: Sherry said that it was supposed to be for department heads. We would like to either know why it is still needed or remove it.

General Government Buildings:
   Custodian: decrease by $166. It is only for shoveling.
   Cleaning Supplies: increase by $300 to $500
   Town Hall Maintenance: decrease by $1,000 - Do not have to do the elevator load test in 2017. Maintenance does include generator maintenance and Monadnock Security. Eversource will recommend on the replacement of fluorescent lighting
   Post Office Maintenance: decrease by $200
   Archive Building: decrease by $500
   Church Clock: the only cost this year was for repair due to lightning strike

Other General Government:
   Computer Expenses: There is no figure on computers yet.
   Town Report & Ballots: increase of $200 to $2,700 since ballots for town election increased.
   Town Meeting Expense: higher in 2016 for bus since the meeting went longer than anticipated.

Building Inspector:
Consultant: - decreased because he hasn't used a consultant as much as anticipated. This individual is needed if the building inspector goes away, will inspect work that the building inspector does in town, since he won't inspect his own work, and if the building inspector needs advice on something he is not expert in. Consultant will not be needed for Phase II.

Animal Control: Did the BOS discuss our concerns? Paul suggested that it could cover an expense if someone other than the police had to deal with animal control. The BOS feels that it has always been like this and should remain. Charlie suggested that this could be an area where the Budget Committee and the BOS might be in disagreement.

Welfare: remains the same as prior year

Recreation: the only expenses are those that Sherry can do, e.g., Halloween party. BOS will be meeting with the former members of the committee after the election in November.

Warrant Articles: nothing has changed

Review of 3rd Quarter Expenses and Revenues:

Executive Clerical: is low since the employee had been out sick for most of the year.

Elections: Meals does not include Primary

Financial Administration: the reason that there is only 21% left is due to Bank Charges and Trust Fund and overage in Budget Committee due to training expenses.

Legal: Already over and there will be more expenses this year.

Revaluation: Due to part of a lawsuit involving our assessor.

Personnel Administration:
    Recruiting: charge will be moved out to the correct departments

PB Secretary: not working more than 25 hours per week in all of his positions. Some of the charge is because of the Master Plan and will be offset when the invoice is submitted. Should be submitting monthly invoices so the cost of the Master Plan can be tracked.

PB Mileage: Mileage is over and has not increased for 2017 and 2016 still has a quarter to go.

ZBA: Is under since they have not met that often.

CEM Electricity: Last December's bill was paid this year

Insurance: It is paid twice a year and will be spent by the end of the year

TO Supplies: will be over

PD Chief: Will it be over due to payout of vacation to departing Chief? Sherry will check.
**PD Cruiser Repair/Maintenance:** due to a number of unexpected repairs. Special detail charges are $60 with cruiser and $50 for officer alone. Is this enough? Seems a little low since it is only $10 for the cruiser.

**HWY Contract Services:** high because of the culvert work in the town hall parking lot

**Solid Waste:** Is Sunday opening included in the 2017 budget? Not definite if it will be open on Sundays next year. Will this increase the part-time budget? If he plans to continue being open on Sundays the budget will need to be adjusted.

**Conservation Commission:** Invasives money will be spent by end of year.

**Warrant Articles:** Charcoal Road Bridge - We have not been reimbursed by the State for the Charcoal Road bridge. Have one more bill to pay before we will be reimbursed.

**Revenue:**

**Land Use Tax:** There was a lot that had been owned by one member of a family and was split to be owned by the other members of the family. Half will go to Conservation Commission.

**Misc Revenue:** Reimbursement of legal fees on Trillium Pines.

**Police Income** is mostly from special details

**Dog Violation Fee:** This is a new line. Police Department fined an individual whose dogs were not under the owner's control. Police department fines the individual and the fee is collected by the town clerk.

**New Business:**

Charlie asked if there any committee chairs we should be talking to that we haven't scheduled. It is recommended that we speak to Cemetery re the proposed new building.

Selectmen will be meeting on Warrant Articles and Salaries on 11/7. Try to put Cemetery on the 15th or the 22nd.

Next meeting will be held on Tuesday, November 15 with Cemetery and possibly Warrant articles and salaries and missing Executive figures.

Meeting was adjourned at 8:09 p.m.

Respectfully submitted,

Judith A. Knapp, Co- Secretary