DUBLIN BUDGET COMMITTEE
Meeting Minutes
January 9, 2018

Present: Steve Baldwin, Nancy Campbell, Charlie Champagne (Chairman), Bill Gurney, Judy Knapp, Walter Snitko (Selectmen's Representative) and Susie Vogel

Also Present: Sherry Miller and Allan Pinney

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

Minutes from the December 19, 2017 meeting were moved by Steve, seconded by Charlie and approved as written.

The purpose of the meeting we will be to begin reviewing and voting on the departmental operating budgets and any warrant articles that we have not voted on to date.

Executive: Nancy moved and Charlie seconded a motion to approve the Executive budget at $120,825 Passed by 5 aye, 1 nay (Steve), 1 abstain (Nancy)

Steve asked if he could amend the motion. Judy moved and Susie seconded a motion to re-open the discussion on the Executive budget. Steve moved to amend the budget by reducing the Executive Clerical line to reflect 28 hours per week versus 30 hours per week with the COLA increase of 2.2%. This would change the line from $26,520 to 25,297 a reduction of $1,223. Sherry stated that this would also reduce the health insurance line by $9,700 and Social Security and Medicare. Walter stated that the increased hours were required due to changes and increases in the position's responsibilities and new procedures/processes that are now required by the state (e.g., more online filings of reports). Bill stated that as a position changes, resulting in a need for increased hours, the Budget Committee should be consulted because of the impact it has on the budget.

Bill made a motion, seconded by Steve, to approve the Executive budget at $119,518 by reducing the Executive Clerical line from $26,520 to 25,297 and reducing Social Security to $6,465 ($76 reduction) and Medicare to $1,512 ($18 reduction) to reflect the salary reduction. Motion passed 5 aye, 1 nay (Walter), 1 abstain (Nancy).

Elections: Bill moved and Nancy seconded a motion to approve the Election budget at $6,677. Passed 7-0

Financial Administration: Bill moved and Charlie seconded a motion to approve the Audit portion of the Financial Administration budget at $14,250. Passed 7-0

Charlie moved and Bill seconded a motion to approve the Town Clerk/Tax Collector portion of the Financial Administration budget at $62,459. Passed 7-0

Bill moved and Judy seconded a motion to approve the Treasurer portion of the Financial Administration budget at $2,894. Passed 7-0
Judy moved and Charlie seconded a motion to approve the Bank Charges portion of the Financial Administration budget at $5,280. Passed 7-0

Total Financial Administration budget is $84,883.

Revaluation: Nancy moved and Bill seconded a motion to approve the Revaluation budget at $22,903. Passed 7-0

Legal: Nancy moved and Bill seconded a motion to approve the Legal budget at $30,500. Passed 7-0

Personnel Administration: Bill moved and Susie seconded a motion to approve the Personnel Administration budget at $205,492 (Health Insurance line reduced by $9,720 to $183,846). Motion passed 6 aye, 1 nay (Walter)

Planning and Zoning: Charlie moved and Bill seconded a motion to approve the Planning and Zoning budget at $7,799. Motion passed 7-0.

General Government Building: Judy moved and Bill seconded a motion to approve the General Government Building budget at $26,371. Passed 7-0

Cemetery: Bill moved and Charlie seconded a motion to approve the Cemetery budget at $21,555. Passed 6 ayes, 1 abstain (Nancy)

Insurance: Charlie moved and Bill seconded a motion to approve the Insurance budget at $30,393. Passed 7-0

Regional Association: Bill moved and Charlie seconded a motion to approve the Regional Association budget at $3,252. Passed 7-0

Other General Govt.: Bill moved and Charlie seconded a motion to approve the Other General Government budget at $37,662. Passed 7-0

Police: Nancy moved and Bill seconded a motion to approve the Police budget at $344,662. Passed 7-0

Fire: Bill moved and Charlie seconded a motion to approve the Fire budget at $222,011. Passed 7-0

There is no new information on how the firemen’s extra insurance that the Fire Company has been paying for compares with the Workmen’s Compensation provided by Primax. Still an open question.

Building Inspection: Bill moved and Susie seconded a motion to approve the Building Inspection budget at $19,250. Passed 7-0

Emergency Management: Bill moved and Charlie seconded a motion to approve the Emergency Management budget at $8,685. Passed 7-0

Highway: Bill moved and Charlie seconded a motion to approve the Highway budget at $443,008. Passed 7-0

Street Lighting: Bill moved and Charlie seconded a motion to approve the Street Lighting budget at $9,200. Passed 7-0
Solid Waste: Bill moved and Nancy seconded a motion to approve the Solid Waste budget at $147,829. Passed 7-0

Judy pointed out that Solid Waste revenue might have to be reduced in 2018 since China is no longer accepting plastic and cardboard and thus the market and reimbursement for these items has been reduced.

Health Administration: Bill moved and Charlie seconded a motion to approve the Health Administration budget at $8.00. Passed 7-0

Animal Control: Nancy moved and Charlie seconded a motion to approve the Animal Control budget at $2,039. Passed 5 aye, 2 nay (Bill and Steve)

Welfare Administration: Nancy moved and Bill seconded a motion to approve the Welfare Administration budget at $19,513. Passed 7-0

Parks and Recreation: Charlie moved and Susie seconded a motion to approve the Parks and Recreation budget at $2,331. Judy moved and Nancy seconded a motion to amend the budget to $1,881 by reducing the Special Events line by $450 to $0. Amended motion passed 6 aye, 1 nay (Walter)

Summer Playground: Bill moved and Nancy seconded a motion to approve the Summer Playground budget at $21,191. Passed 7-0

Library: Charlie moved and Nancy seconded a motion to approve the Library budget at $84,059. Passed 7-0

Memorial Day: Judy moved and Bill seconded a motion to approve the Memorial Day budget at $1,200. Passed 6-0

Conservation Commission: Bill moved and Charlie seconded a motion to approve the Conservation Commission budget at $5,284. Passed 7-0

Warrant Articles:

Walter discussed the Highway Construction bond in the amount of $500,000. There will be a public hearing on this bond on January 16 at 7 p.m. The roads selected for repair by Brian, in consultation with the CIP committee are: Boulder Dr., E. Harrisville Rd., Gowing Ln, Greenwood Rd., Korpis Rd., West Lake Rd., and Spring Rd. It is estimated that the total cost of these projects will be $497,103. The bond, probably with TD Bank, will be for 4 installments, beginning in 2019, of $125,000 each year. Judy moved and Charlie seconded to recommend approval of the $500,000 Highway Construction Bond (Article 4 in the draft Warrant Articles). Passed 7-0

Archive Roof: no vote was taken since it was felt we still do not have enough information as to what would be covered by the project.

Expendable Trust: Nancy moved and Judy seconded a motion to recommend approval of the Expendable Trust warrant article in the amount of $7,900. Passed 7-0
Remaining Warrant Articles to recommend or not recommend: Archive Roof and Broadband Engineering Study.

Review of 4th Quarter Operating Budget:

Town Clerk/Tax Collector - Other: This reflects a charge of $1,380 to upgrade the electrical system to allow for the installation of an air conditioner and the purchase of that air conditioner. The purchase of a $70 heater is in the Office/Computer line.

Library - Building Repair and Maintenance: This reflects repairs due to a broken water line and repair of a roof leak where the old and new portion of the roof are joined.

Next meeting will be held on Tuesday, January 16, 2018 after the public hearing on the Highway Construction bond at 7 p.m. Hearing will be held on the lower floor of the Town Hall. Possible topics for discussion at the meeting are votes on outstanding warrant articles (Archive roof and Broadband) and Revenue budget.

Meeting was adjourned at 8:36 p.m.

Respectfully submitted,

Judith A. Knapp, Co-Secretary