Dublin Budget Committee  
Meeting Minutes  
December 4, 2018

Present: Steve Baldwin, Nancy Campbell, Bill Gurney, Judy Knapp, Sturdy Thomas (Selectman’s Representative) and Susie Vogel

Absent: Charlie Champagne (Chair)

Also present: Sherry Miller (Town Administrator), Allan Pinney and Beth Pinney

Meeting called to order by Judy Knapp at 7:01 pm.

Minutes from November 27, 2018 were moved, seconded and approved as written.

Review of draft warrant articles:

1. **Police Cruiser - $36,000** to purchase and equip with $36,000 coming from the Police Cruiser Capital Reserve fund. Funding for the computer for the car will come from the Burt Fund. Sherry will ask Chief Suokko if the state bids have come out yet and what they are. The old cruiser will either be traded in or put out to bid (estimate for bid $4,000-$4,500)

2. **Paint exterior of Police Station - $6,000** to prepare, prime and paint with $6,000 coming from the Town Buildings Maintenance Capital Reserve fund. The original estimate came from a company that is now using subcontractors. The BOS has asked the chief to get additional estimates. The Budget Committee questioned whether $6,000 was a realistic figure, whether the need was critical (yes) and whether clapboards needed to be replaced (unknown).

3. **Replace carpet in Police Station - $7,000** to replace with carpet tiles with $7,000 coming from the Town Buildings Maintenance Capital Reserve fund. Sherry will ask the chief if the subfloor needs to be replaced.

4. **Replace water lines in Police Station - $1,500** with $1,500 coming from the Town Buildings Maintenance Capital Reserve fund. It was noted that this money is also in the maintenance budget line and should be removed from that line.

5. **Town Hall Roof Replacement- TBD**- If this is done in 2019 the funds would come from the Town Buildings Maintenance Capital Reserve fund. If something happens to the roof before a new roof is put on the Town has the ability to replace it using funds from the Town Building Repair Expendable Trust Fund.

6. **350 Pickup Truck for Highway Department - $38,938** with $38,938 coming from Heavy Highway Equipment Capital Reserve Fund (this includes a 9 ½ foot plow which is interchangeable with the 1-ton truck). It is unknown if the sander in the 1-ton would fit a 350. The Budget Committee had concerns about the need for another truck given the space constraints at the garage and the number of employees we currently have. Additional concerns were raised about buying new, instead of an auction vehicle and buying a more expensive truck when something smaller would allow the road agent to have a Town vehicle to use. This would be a gas vehicle.

7. **Loader for Highway Department - $148,615** with $10,000 coming from trading in the current loader at the Recycling Center and withdrawing $25,000 from the Recycling Fund to purchase the Highway Department loader for the Recycling Center. The balance ($113,615) will come from the Heavy Highway Equipment Capital Reserve Fund. Concerns were raised about how much use the loader gets at the Recycling Center (plowing and compacting), whether a smaller machine
would work and what it would cost to repair the Highway Department loader. Sturdy will find this out from Roger.

8. **Highway Garage addition** - $80,000 which would come from taxes. Steve feels this needs to wait because of the 2018 tax increase. Judy feels that the employees need a place to rest and get a cup of coffee while plowing and would support this before 350 truck or loader.

9. **Fire Department self-contained breathing apparatus** - $84,710 with $84,710 coming from the Fire Equipment Capital Reserve Fund. The current ones do not meet current NFPA standards. A grant has been applied for, although we won’t know anything for a while.

10. **Heating System for Post Office building** - TBD - No estimate yet. Money for this would be withdrawn from the Town Buildings Maintenance Capital Reserve Fund.

11. **Replace Library Carpet** - $15,000 with $15,000 coming from the Library Major Maintenance & Repair Capital Reserve Fund. The Library and Police Department will work together to replace their carpets. The Town has not received any estimate for this or the painting article. Sherry will ask for the estimates from the Library.

12. **Paint Library Function Room** - $2,500 with $2,500 coming from the Library Major Maintenance & Repair Capital Reserve Fund.

13. **Capital Reserve Funds contribution** - $350,000. This will come from taxation. The BOS feels this amount is adequate for 2019, but will have to be increased in future years, particularly for road and bridge projects. The Budget Committee would like to see a Trustee of Trust Funds monthly report-Sherry will ask for it.

14. **Dublin Advocate** - $4,000.

15. **Dublin Community Center** - $8,000 to fund the operation of the center.

16. **Health and Welfare Agencies** - TBA - Several of the agencies have not submitted their paperwork. Discussion about having a certain dollar figure in the warrant with the BOS allocating the funds to those organizations that apply. The BOS will not do this.

17. **Expendable Trust Funds contributions** - TBD - unknown at this time.

18. **Lawn Mowing Tractor for Cemetery Use** - $3,500. This will come from taxation. The mold remediation in the Town Hall basement still has to be paid for. Nancy asked if the Remediation Expendable Trust Fund could be used. Nancy will check into what the fund can be used for.

There will be no warrant article to replace the stairs and the ramp at the Post Office as more research needs to be done to figure out what should be done.

Nancy asked how the Library is funding the extra hours that they are open because the Library Trustees April minutes reflect that their funds would pay for the increased staff hours in 2018. Sherry will find out. Sherry reported that the Highway Department budget had been changed to reflect the new employee. The telephone budgets should be the same as 2018. The tax rate has been set-$28.43 up $4.21. The bills will be due January 7th.

The next meeting will be December 11, 2018 at 7 pm. The agenda includes budget and schedule review. There being no further business the meeting adjourned at 8:20 pm.

Respectfully submitted,

Nancy E. Campbell, Co-Secretary