



Town of Middleton

182 Kings Highway, Middleton, New Hampshire 03887

Middleton Budget Committee

SLVD Public Hearing & Regular Budget Meeting

April 17, 2023

Present: Kathleen Blaney – Chair, Andrea Bowden – Vice, Bonnie Gagnon, Sierra Pawnell, Janelle Guarino, Rebecca Eastman-Derrow. Tracy Donovan-Laviolette BOS Representative

Kathleen called the meeting regular budget meeting to order at 6:30 PM.

Pledge of allegiance

Approval of Minutes:

Tracy makes motion to approve minutes as written for 1/18/2023. Bonnie seconds. All in favor.

Andrea makes motion to approve minutes as written for 2/15/2023. Tracy seconds. All in favor.

Sierra makes motion to approve minutes as written for 3/23/2023. Andrea seconds. All in favor.

SLVD Public Hearing:

Kathleen calls SLVD Public Hearing to order at 6:31 PM.

SLVD Rep Jerri reads draft warrant aloud. Warrant attached. Andrea questions when the bond will be paid off. Jerri states August.

Janelle questions what is covered in the operation/maintenance line. Jerri states \$6800 for mowing, \$4100 for hiring of scuba diver for washing the gate, \$10,000 gate mechanism has been sticking so needs to be replaced, \$4200 due to damage to grounds from new houses being built, \$200 for concrete repair due to snowmobiles. That is the breakout for \$25,300 for the operations. Bonnie asks if the damage to grounds from new houses should be paid for by those who caused the damage. Jerri states they will be reimbursed.

Janelle asks how big the dam area that they maintain is. Ken Kalar states one side is about the size of a football field, the other side is a little bit bigger.

Bonnie asks when will the dam bond be paid off. Jerri answers August.

Janelle asks how often the damn area is mowed. Ken Kalar states every two weeks. Janet Kalar states its not just mowing. Jerri states its not just for mowing, its brush cutting. Kathleen asks if the maintenance is just during the summer months. Jerri answers that is basically it. Janet states its April – October. Janelle states so it averages about \$250 a mowing. Jerri states yes, so \$500/month. Janelle states so on top of that you have two clean ups, a fall and spring at \$250 each time. Janet states \$175 in the beginning, and \$175 at the end. Jerri gives a break out for the \$6800 mowing line. States \$1696.15 for materials, \$3500 labor, mowing and brush, \$350 for seeding, \$165 painting, \$1001.70 for liability One Million coverage, comes out to \$6712.85, rounded up to \$6800. Kathleen asks what the 2022 budget was for maintenance, Jerri states \$7336. Janet states normally was \$6500, but prices have all doubled for materials.

Kathleen asks what the insurance is for the \$2500. Janet states it is for liability on the dam.

Bonnie asks what the special warrant article for \$4000 is. Janet states its for the Capital Reserve Fund. Kathleen asks if they do the same amount every year for the special warrant article. Jerri states that is what they have done for the last 3 years. Janet states last year they did \$4000 and the year before that they did \$3000. Kathleen asks if anything has been expended out of it. Janet states no. Tracy asks how much is in the fund balance. Janet states as of 12/31/2022 \$15,350.

Andrea makes a motion to accept warrant article 2 as written. Janelle seconds. All in favor.

Sierra makes a motion to accept warrant article 3 as written. Janelle seconds. All in favor.

Andrea asks if SLVD needs a budget member at annual meeting. Janet states no. Andrea asks when the annual meeting is, Janet states May 13th. Janet requests a copy of meeting minutes for SLVD annual meeting.

Other Agenda Items:

Kathleen questions holding monthly meetings vs quarterly. Does the board prefer monthly meeting or quarterly meeting. If we are going to go monthly we should at least get the budget for the month we are in, not half way through the month. Bonnie states monthly as she feels if there is any questions we can get those answered and they will not fall through. Tracy recuses. Andrea states could do that for second quarter, but should do monthly for September on through the end of March. Janelle states she likes Andreas idea. Sierra states we could do quarterly the first two quarters and then monthly for the third and fourth especially when getting into budget season. Kathleen states we'll keep with the monthly and possibly take July and August off.

Kathleen touches on the answers that the Selectmen Secretary/Admin. Assistant was able to get back to us with from last meeting. Kathleen questioned about the copier line, that prior that bill was split between the police and town hall. Tracy states that this was changed last year.

Andrea questions where we should be in the budget. Kathleen states march should be 25%, so April should be just a little more than that.

Kathleen states postage line is the first one she has noticed. 4130-20. We are already at 39%, and they still haven't done liening, deeding, taxes, monthly dmv notices. Janelle states that there will be another increase in postage price as well. Tracy asks when that is taking

place. Janelle states July. Discussion on when tax bills were mailed as a possible reasoning for this line being high.

Copier line was under budgeted.

Sierra questions if website payment is monthly or yearly. Roxanne states that payment is to cover for the next three years, we had to pay up front.

Kathleen asks about the assessor line, if it's a one time payment, or monthly. Roxanne states it's a monthly payment, but we are coming up on our revaluation and they will have to use the capital reserve fund.

Kathleen questions the tax map line, usually that is a quarterly bill and we are already at 75% on that. Andrea states all that was spent last year was \$975.00.

Bonnie questions why the town attorney line is so high. Tracy states may be things we cannot discuss. Roxanne states continuation of what they have been working on. Janelle asks if there is a reason we didn't budget more than \$15,000. states they asked that last year, and the consensus was they weren't expecting it to increase. Tracy asks how much was spent last year. Andrea states last year was \$52,294.

Kathleen questions what repairs have been done on the Municipal Building. Tracy believes it's for security but for three different buildings. Roxanne asks if that is a one time fee. Tracy states she believes so.

Kathleen questions why the police dues line is so high at \$1650. Believe last year was somewhere around \$350.

Kathleen asks if the PD has really only spent \$55.02 for vehicle fuel. Andrea states could be possible that percentage may be wrong. Kathleen asks why did we lower the budget for diesel and gas. Tracy states she will have to go back and look. Andrea states she believes that the way it was being paid out was being revamped.

Sierra states in the last selectmen meeting it was brought up that the Fire Chiefs salary was underbudgeted. Asks how much it was underbudgeted by. Tracy states it was budgeted under what he currently makes so he would have taken a pay cut.

Andrea states that the gas for FD at \$587 seems high when it is just the ambulance that uses gas. Kathleen states there has got to be a better way that we as a budget committee can figure out gas/diesel/electric than what has been done, like what is the price for gallon now. Tracy asks if that is something a program can do. Kathleen states she believes that it is.

Kathleen states overall budget is at 21% which is pretty good for what they have. Andrea asks where we should be at with the budget.

Bonnie states that at the most recent school board meeting they voted in a raise for bus drivers \$20/hr, effective next pay check. They also discussed ESSR grant, looking into a storage shed. Rebecca states its more of a garage, multi-tiered gamble garage so that there would be storage for snow removal equipment as well as extra things the school needs stored. Tracy asks where they would put that. Rebecca states she believes it is over where the pad is by the old garage. Roxanne states she believes where the old playground was.

Rebecca states the school did purchase the wheel chair bus, so \$70,000 and \$400,080 ESSR funds. Roxanne questions estimate for the garage. Rebecca states they have not gotten that information yet. Roxanne states the school should still have \$400,000 left, she assumes they are not spending it all on the garage. Rebecca says that's hers as well, fairly certain will have enough money. Talking about an outdoor classroom area and numbers on that were about \$5000.

Roxanne asks if there is progress on solar. Rebecca states looks like there are grants out there, does not qualify for ESSR. Budgeted \$20,000 for last year so thinks this would be really helpful. Tuftonboro has solar and has seen significant impact.

Bonnie states spoke with Krystal. Asked her questions from last meeting, which was how many middle school students there are, 35, and high school students, 74, for a total of 109.

Kathleen asks if she ever got back to us where they are at for their budget. Rebecca states 74.38%. Kathleen asks when the budget starts. Rebecca states July 1 – June 30.

Bonnie states the building maintenance line they are taking \$90 a month out for storage unit. Rebecca states still have other storage building so should have enough until the garage is built. Kathleen asks if they are doing any matching grants. Rebecca states there are a few grants out there that, need to see if we qualify, anywhere from \$100,000 - \$1 Million.

Janet asks how much is in the revolving fund for the police department. Kathleen states she is not sure. Janet asks if we are still purchasing cruisers out of that. States we have a CRF that has \$47 in it. Kathleen states that would be a question for the selectmen.

Bonnie asks for school reps to bring copies of financials. Rebecca states they will or at the minimum email them.

Discussion on changing of meeting time. Andrea makes a motion to have meetings at 6:30 pm. Tracy seconds. All in favor.

Next meeting will be Monday 5/15 @ 6:30pm.

Rebecca asks if meeting during the summer. Kathleen states haven't decided that yet, but will at next meeting.

Kathleen makes motion to adjourn public hearing. Sierra seconds. All in favor. Public meeting adjourned at 7:31pm.

Bonnie makes motion to adjourn regular budget meeting. Sierra seconds. All in favor. Meeting adjourned at 7:31pm.

Action Items:

Tracy Donovan-Lavolette to look into detail for postage line.

Tracy Donovan-Lavolette to look into tax map bill to see if its quarterly.

Respectfully Submitted,

Sierra Pawnell