

Joint Lyndeborough & Wilton Budget Committee Meeting Minutes

TOWN OF WILTON BUDGET COMMITTEE

Town Hall Courtroom
FINAL MEETING MINUTES
December 13, 2022

Members Participating: Cary Hughes, Chair; Sara Spittel, Vice Chair; Dawn Tuomala, Secretary; Kelly Eshback, Kellie-Sue Boissonnault, Gail Agans, Sandy Zielie; Select Board Rep DJ Garcia

1. **Call to Order & Roll Call** – Chairman Hughes called the meeting to order at 6:30 PM and did the Roll Call.
2. **Review and Approval of Minutes of December 6, 2022** – Ms. Boissonnault moved to approve the minutes of December 6, 2022; Ms. Spittel seconded. All were in favor of approving the minutes except Mr. Garcia who abstained; motion passed.
3. **Public Comment & Questions:** None
4. **Town Administrator Update:** Mr. Germain said the dam situation hasn't changed much; they did finish stabilizing the dam. There are a few more steps we'll need to take care of and the NH DES may have some comments to offer. The Planning Board budget will be finalized this week. The Select Board met with NH DES regarding Stormwater; it was a very informative meeting, eye-opening to see some of these things. He wants to be sure the efforts of our personnel aren't wasted and we're in a position to move forward in the future. We're going to start working on Warrant Articles and Encumbrances at the next Select Board meeting.
5. **Budget Presentations:**
Recycling Center – Carol Burgess presented her budget. She noted the Labor line has increased because we have a full-time person and a part-time person who moved to full-time. Her new hire will be going for his Solid Waste Certification and his Weighmaster's license and each step comes with an increase. Kevin Boette, member of the Lyndeborough Budget Committee, asked why the Labor line had increased so much and Ms. Burgess explained about the 4% COLA increase in addition to the increase in hours budgeted for, the step increases for certifications, and the new Holiday Pay Out for Monday holidays. When asked why the Health Insurance line decreased, she explained that we budgeted for a new hire with a family plan but he only needs a single plan.

Training & Travel has increased slightly because the cost of the conference they attend increased. Contract Services (JP Pest, Fire Extinguishers and the Security System) increased slightly. Chairman Hughes asked about the Admin Fees line which has not been billed yet; this will remain the same for 2023. Mark Chamberlain asked what that covered, and Ms. Pack explained it covers all of the paperwork, deposits, A/P and payroll administration. Ms. Zielie asked about the increase in the Equipment Repairs Line; Ms. Eshback said it was for a one-time cost – at least they

hoped it was a one-time cost. Advertising & Printing has increased slightly; the cost of scale tickets has increased. Dues are those from the NRRA which increased, as well as the scale house certification fees. General Supplies is down from the 2022 budget. Mr. Boette asked if she was tracking the usage of diesel fuel by the gallon. Ms. Burgess said she does track both gallons and costs. He asked how much she budgeted for and she said \$5/gallon. He asked if her annual usage was around 1800 gallons; she said they use between 150-200 per month.

Ms. Burgess omitted the cost for Sand & Gravel. State Testing fees are increasing. Mr. Boette asked if she used Chemserve; she said she does. He confirmed he had received their price increase today, too. She is keeping the costs for SW Disposal the same. We have had an increase in volume and she expects another one next year. Tires – she is being conservative; she'd like to not have to handle those. Mr. Boette wondered if a company like Tire Warehouse would leave a trailer there. She said she deals with Bob's Tire. Many of her lines will remain the same; Glass Removal was decreased to \$7,500. Commodities Expense, which is hauling metals, came in a little low this year so was decreased proportionately. Their Electric line has increased; she hopes she's added enough to cover it. She noted that the Building Repairs Line did not get used much this year, mainly because of her personal situation. She does hope to get some of those projects done in 2023. Chairman Hughes noted that the Capital Expenses will come out of the Revolving Fund.

Looking at the Revenues, they were blessed last February to have a full load that paid 83 cents/pound. Right now, it's at 41 cents. Batteries went from 37 cents to 12 cents. For Paper they were making up to \$95/ton but right now it is an expense so she has been holding it and hoping there will be a market for it again soon. Scrap metal started out at \$205 a gross ton, right now its at \$70. Unfortunately, there is no space for storage. Steel – she had one load go out and there is another one almost ready but the prices for steel have also dropped. Clothing is a new vendor so we don't have a lot of history. Tire prices are increasing; we used to pay \$5-\$10 each for a truck tire; now they are up to \$20. Her Miscellaneous Revenue includes non-ferrous metals; she is running out of room on what she has to sell but wants to wait just a little bit longer in the hopes that they will bounce back up. Mattresses – there are vendors that will recycle them but they want \$60 each minimum to pick them up. Electronics to date is at \$1,800; she's keeping her projection at \$1,000. Plastics were paying about 40 cents a pound; right now, it's at 26 cents. White goods (dryers, washers, etc.) is also slightly down. Freon will remain the same.

Mr. Boette asked about the Hazardous Waste line; Eric Window will check that. Ms. Burgess also asked him to check on a line called All White Goods. Mr. Boette asked if she was a little conservative on the projected revenues; she said the way they have been dropping, she'd rather be safe than sorry. Mr. Boette noted that aluminum looks like it will be going up. Ms. Spittel asked about glass. Ms. Burgess said there's no market for it; the best thing you can do is use it in your town, crushing it up to mix with gravel or for drainage. Things are constantly changing. Mr. Boette said this summer the State came out with a rule that you had to puncture all of the pressurized cans, and then they changed their minds and said it would be hazardous waste.

Ms. Tuomala asked if the breakdown for the towns would remain the same; we will check the census numbers but we should continue to use the 2020 numbers until a new census is done. When asked when the final budget would be available, Chairman Hughes said we will have a combined meeting on January 17th. Mr. Germain noted that some capital items that are coming up at the Recycling Center. These costs

would be coming from the Revolving Fund. The main roof needs to be replaced. Mr. Garcia said the Select Board wants to present the Capital costs to the partner towns. Ms. Boissonnault cautioned him about putting out a warrant article for repairs as all of the partner towns would need to pass the same warrant article at their Town Meeting. When asked about the balance in the revolving fund, Ms. Agans said as of yesterday the balance was \$468,000. Ms. Burgess spoke about the roof on the main building which needs to be done. The back side of the area where the construction dumpster sits needs to be torn down and rebuilt. The roof is okay, but its to the point where they cut off supporting beams and didn't replace them. She wants to address that next year, too. The area where the construction trailer sits is very muddy and she would like to repair that with concrete and stone. Mr. Boette asked if she had multiple bids on the roof. Mr. Germain said sealed competitive bids will be required. Ms. Agans would like to see the appropriations from the five towns stay the same rather than increase. Ms. Pack would like to see them decrease. Ms. Burgess gave some estimates for some of the upcoming projects. Mr. Garcia asked if last year the revolving fund funded the capital expenses, Ms. Burgess answered Yes.

6. **Other Business** – The next meeting date will be December 20, 2022 at 6:30 PM. Ms. Tuomala asked Mr. Window to have the November numbers to her by Friday, December 16th so she can have them ready for the meeting on the 20th.

Chief Nourse said the Dram Cup Lease Budget which he provided before has changed; he needs to add a new line of about \$4,700 for emergency response for Beltronics in the event we have an incident. It also covers a service visit annually. Another line to be added is the Abbot Hill site lease. MACC Base was leasing the site from High Mowing. With the upgrade, none of those radios are required but we do need them for the Highway Department and it will be much more economical to go to the High Mowing site. They're working together to forge a lease agreement at \$45/month. Mr. Window said it would be under Other Public Safety. Communications Tower Equipment Maintenance & Repair will be the new line, as well as the Abbott Hill Transmit Site Lease which will be funded at \$540. The other question he has is that we have an electric bill for the Crown Hill site. Would it be appropriate to add it to the Dram Cup line? It is \$600. Ms. Tuomala thought that would be fine. The other thing we'll need to think about longer term is what happens if something breaks? Right now, it's under warranty but we will need to think about how to fund that at some point. Ms. Spittel said it sounds like a CIP thing. Chairman Hughes thought the new line would be the place to put it.

Review of CIP – The Planning Board had a few minor changes to the CIP and this will be presented to the Select Board on Monday night, December 19th. Ms. Tuomala said they added a new line for Building Repairs which could be used for emergencies at one of the town-owned buildings; they have funded this with \$25,000. Ms. Agans asked about the L-Chip funds and the cupola and the best way to fund the repairs that are needed. Mr. Germain said L-Chip may pay for some things but we're dealing with time-sensitive projects and you can't depend on L-Chip to come through. Ms. Tuomala talked about Chief Nourse's plan to combine 2 trucks into 1 vehicle which makes a lot of sense to her. She noted that the Highway Garage Design fund has another \$75,000 going into it. Ms. Tuomala noted we're not funding bridges this year because we're focusing on the dams. Ms. Agans asked about the sprinkler system for the Library; Ms. Tuomala said that was for the lines outside. She was unclear what we were responsible for. Mr. Germain said the Water Commission would be covering anything over what the ARPA money covered. Ms. Agans noted that it would be good to have a solid 5 to 10-year plan for the revolving fund accounts. There was a

discussion about permitting required for any work to be done at the Recycling Center because of its location.

Ms. Tuomala noted she hasn't received anything from Water or Sewer yet. She'd like to have them in next week; otherwise, it will be January 10th.

Mr. Garcia thanked Ms. Tuomala for her work on the CIP but was concerned about the final numbers. In the next 25 years we'd have to raise 13 million dollars and not replace anything else in order to make this Plan happen.

7. Adjournment – A Motion for adjournment was made by Mr. Garcia and seconded by Ms. Boissonnault. All were in favor; motion passed.

The meeting adjourned at 8:00 PM.

Respectfully submitted,
Janice Pack, Recording Clerk