



# Warner Budget Committee

Meeting Minutes  
Thursday, November 1, 2018  
**UNAPPROVED**

Mike Cutting opened the meeting at 7:00 pm.

Committee members in attendance: Mike Cutting, Martha Bodnarik, Martha Mical, David Minton, Alfred Hanson, John Dabuliewicz - Selectman's Rep. and Ray Martin - Water District Rep.

Absent: John Leavitt

Others present: Jim Bingham, Peter Anderson, Ed Raymond, Bill Chandler, Varick Proper, Marianne Howlett

## **1. Meeting Minutes**

**A.** Martha M. made a motion to approve the September 20 meeting minutes. Alfred seconded the motion, the motion passed unanimously.

**B.** Martha B. talked about an email response from the Landuse office regarding a statement made in the October 18 minutes saying:

Computer Expenses is over spent, a new laptop was purchased for the Landuse Office as well for the Treasurer, updates on firewalls were also done. Jim and IT- Dan Watts are trying to track in more detail so they know what's needed year to year.

Email response from Landuse: The laptop purchased for the Landuse office was not used by Landuse, and is used by the Treasurer. Jim said Landuse is correct and he will report back to the Budget Committee on the detail expenses for the Computer Expense line.

## **2. Capital Improvement Plan Presentation**

**A.** Planning Board member Peter Anderson, presented the CIP to the Budget Committee. Peter explained there was no Committee this year, he put the plan together himself. Mike said the CIP was originally designed to have a Committee collect the information and review it before it was presented to the Budget Committee. Peter said the Planning Board reviewed it for the Public Hearing, the work itself has been reduced to the point where a Committee is not needed. Mike asked Jim if the Selectmen received copies of the CIP and reviewed it. Jim said copies were provided to the Board at the October 30 meeting, he couldn't confirm the Board reviewed the document.

**B.** CIP highlights:

- The Fire Department is considering a lease option for their next vehicle purchase per the CIP.
- Martha B. feels if the town is going to enter into more lease programs then funding the capital reserves related to those leases need to be funded at a lower level. The lease payments are in the operating budget.
- There will be no purchases in 2019 from the Fire Department, Ed Raymond feels the next purchase will be in 2021.
- The Economic Development Advisory Committee is requesting \$12,000 for computer mapping. The Assessing Clerk is also obtaining a quote for digital mapping, a determination will need to be made if the digital mapping is the same mapping the EDAC was considering. Ray Martin said the Water District is working on digitizing the District equipment.
- Peter Anderson passed out a history of taxation for all NH towns.
- The Police Department will not be considering a lease option for their next purchase. The Police Chief did some research, he spoke to other towns that tried the lease option and found there is no benefit in leasing a cruiser for about 3 years.
- The Cemeteries CIP submission needs clarification because the amount requested could be requested in the operating budget.

## **Committee Action**

Martha M. made a motion to include the Cemeteries request in the operating budget and requested the Town Administrator speak to the Cemetery Trustee's to make sure the amounts are correct. David seconded the motion, the motion passed unanimously.

- The Budget Committee is concerned there is no Capital Improvement Plan Committee. John told the BC that there was no one on the Planning Board that wanted to be on the Committee so Peter Anderson did the plan

himself. John said there is no requirement to have a CIP Committee, the requirement is the Planning Board has the obligation to present a CIP. The CIP was reviewed by the Planning Board.

- Varick Proper, Transfer Station Foreman, spoke about his CIP for replacing the compactor and relocating it, the benchmark for this project is \$100,000. Varick is creating various layout options of the facility for the Selectmen to look at.
- The fire suppression system for the Public Works Department and the Transfer Station will be presented in a 2019 warrant article.
- Jim will check with the Department of Revenue on how to encumber the funds needed for the suppression system at the Town Hall. The time frame for the project is June 2019. The Water District is looking for a grant for their part of the project. Martha B. requested the Selectmen reconsider their request for the entire balance amount (\$62,000) when there is a \$26,000 balance in the capital reserve fund for Town Hall Improvements.
- Martha B. is not in favor of the sidewalk development project in the CIP.
- Marianne spoke on behalf of record preservation and encouraged the importance of funding the capital reserve another \$20,000 for 2019. Record preservation is a State requirement. The Record Preservation Committee is working on putting forward a plan.

### **3. Contract Services**

Jim informed the Committee the Selectmen approved contracted snow removal for this upcoming plow season.

### **4. Trustee's of the Trust Funds**

Martha M. said the Trustee members are David Karrick, Nancy Bassett and Mike Ayotte.

### **5. Adjournment**

Meeting adjourned at 9:15 pm

Recorder of the minutes: Mary Whalen