

UNAPPROVED

Town of Warner
Budget Committee



Meeting Minutes

Wednesday, February 5, 2020

7:00 PM Warner Town Hall

I. OPENING STATEMENT at 7:00 PM

Before reconvening the Public Hearing the Chair asked the public to identify themselves clearly for the record. The Chair asked the comments to be short and to the point and respectful.

II. OPEN MEETING and ROLL CALL

Martha Bodnarik
Jonathan Lord
David Minton

Mike Cutting (Chair)
Ray Martin (Water District)
Judy Rogers (BOS)

Alfred Hanson
Martha Mical (V. Chair)

In Attendance: Diane Ricciardelli (Town Administrator), Clyde Carson (BOS), Mr. Peter Savlen (Water District)

III. OPERATING BUDGET - RECONVENE PUBLIC HEARING OF JANUARY 30, 2020 at 7:02 PM

A. Water District – Ray Martin, Business Administrator

Ray introduced himself as the business administrator for the water district. They provide water and sewer for the precinct, which includes the downtown and Exit 9 areas. They have been in existence since 1896. Their 2020 operating budget is up 1.2%. Their budget is up to \$453,944 which represents a 1.22% increase over last year's appropriated number of \$448,482. Their budget increased a total of \$5,500. In general government office expenses, they upgraded to high speed internet. The superintendent is provided a phone, there are more things he can control with a cell phone. The healthcare costs went up 7.4% or \$2,500.

In the sewer system the chemicals line is up quite a lot. They are trying to reduce phosphorus in the discharge. They are under a federal order from the EPA Boston Region to control copper levels and to cease dumping in the Warner River. They spent three years investigating how to lower copper levels. They are closer to a solution and construction will begin next year. The budget items to mitigate the copper levels were approved in last year's budget. Their chemicals expenditure went up between \$500-to-\$700 a month.

He addressed the sludge removal line. In 2019, they cleaned out the ditches. This removes all the sludge and they had to build it back up. The sludge is left over after treating the sewer and wastewater. That is converted into water and is discharged into the river. The only test they have not passed is for copper levels. The minimum standards for copper. When the bins were cleaned they did not haul sludge to Concord. Concord does the final treating on the sludge at \$1,200-to-\$1,300 a month. They pay to haul and treat, test and accept it at Concord. Nothing was hauled from January to late April. The sludge cost has increased because they are back on a schedule.

He noted the water system overall is down a bit.

Debt capital outlay, capital reserve the main change is due to adding a clarifier and some projects. The solar array is doing well. Since 2016 they appropriated \$67,000 for principle and interest. This year it up to \$109,000 because of some big loans. The clarifier was necessary and contributed \$20,000. Due to borrowing to extend the life of items, keeping cashflow and tax rate down a portion of the budget has increased by \$40,000. Various loans and balances as of December 31, 2019 total \$1.2 million.

There is a new construction capital line. They received a \$30,000 grant from the Department of Agriculture for preplanning for groundwater discharge. This will replace the current Warner River dumping system. The \$30,000 is to purchasing town land on Route 103 East towards lower Warner. The purchased land will adjoin land they own and are proposing for the groundwater discharge. This property is across the river from their plant. The property cost is \$30,000 and is payable to the town for 10 years. Contingent on the Water District passing the relevant warrant article at the annual meeting.

The revenue line has a notation indicating there could be a possible 2% rate increase this year. He said that is not planned for 2020. Ray said 70% of their annual budget comes from metered water. The past six years they have seen a decrease in usage or billable gallons of water. They were pumping out 3.5 million gallons it is down to 3 million gallons. This represents 500,000 gallons less which is a significant loss of revenue. Two years ago, they conducted a survey. They learned a lot of people in the precinct have water saving devices. Over the last few year irrigation systems have been shut off and there aren't a lot of pools. They sent out 180 surveys and received 85. About 10 houses in the precinct have more than two people living in the home. The other 70 had two people living in a house. There used to be four or more people living in a house. The population has aged, and two people occupy a house. Although, recently houses have sold to younger three-to-four person families. Usage has started to change and billing to increase.

Ray said overall their tax rate will stay about the same it may go up four-or-five cents.

James Gaffney said regarding the purchase of town property. He recalls the town purchased the property for around \$90,000. Various committee members disagreed and thought it was \$70,000. Martha M. believes the price was determined by the BOS. Ray said they are buying the property for \$30,000 at \$3,000 a year over 10 years. The Chair said the town had the property on the market for a couple of years. James asked how the property was marketed and what was the asking price? Martha B. thought he should discuss this question with the BOS. The Chair felt it was appropriate for Ray to answer and discuss how they settled on a price. Ray believed the best offer the town had for the property was \$10,000. There hadn't been another offer for a year-and-a-half. They were buying property next to the town property. They offered \$30,000 at a rate of \$3,000 over 10 years. The district agreed to a recreational easement on the property (rail trail, etc.). James thanked Ray for the information.

David wanted clarification whether the 2% will be charged this year. Ray said not this year. He said they raised revenue three year ago to 5% and found their revenue stayed flat. The usage went down. He thinks they are starting to see a slight increase in the amount of water used. Ray said 2% would probably raise \$2,000.

Tim Blagden asked if revenues from water bills accounts for 75%. Ray said about 70%-to-75% the rest comes from real estate tax. Residents who live within the precinct have a \$2.42 per thousand tax instituted a long time ago. The idea was to create balance in terms of ability to pay.

Ray addressed the district's warrant articles. They were for the purpose of choosing a commissioner, a clerk, and a moderator. Also, the article asking for approval of \$3,000 a year to purchase property located on Map 29, Lot 1, for \$30,000. Finally, there is an article to approve their budget. Ed M. noted the budget total on the warrant article is \$445,000. Although, his presentation indicates the total is \$453,944. Ray said he would change it to the correct figure. No further questions or comments.

Martha M. made a motion to close the public hearing for the Water District. Martha B. seconded the motion. No discussion. *The Chair moved the motion for a vote. The voice vote tally: Yes – 7 to No – 0. The motion passed.*

B. Fire Department Budget – Sean Toomey, Fire Chief

Sean worked with Diane to develop graphs and data showing what the department accomplished in 2019. He reviewed a handout made available to the public. (Attached: 2020 Budget Process Fire Department Fact Sheet)

There were 408 calls made by the department in 2019, of that 306 were medical calls. The average responders to a call are 6. Average responders to a medical were 2. The average call duration is 1.2 hours. Some members go to one-to-two calls a month, while some go to 15-to-17 calls a month. This is determined by availability. From a staffing perspective they have 40 members, their bylaws allow for up to 43 members. Of that 40 there are 37 members considered part of the firefighting crew. There are 3 emergency medical responders. There are 5 certified as EMT's and 2 as advanced EMT's and 3 Paramedics. The Chair said if you add those figures it does not total 40. Sean said there may be some people with multiple certifications.

Sean said Wednesday is the day with the most calls, while Tuesday is the slowest day. He said 10:00 AM in the morning is the busiest and there is a spike around 3:00 PM and 5:00 PM. He reviewed the call history from 1990 to 2020. They had a steady increase and have doubled their calls since 1990. A spike of calls in 2017, may have been storm related.

Sean addressed wage scale proposal on his handout which shows levels and certifications. He said this was approved by the BOS.

The third sheet of the handout was a Fire Department Incident Report. The Chair said the wage proposal details the pay rate noting the Lieutenants, Captains and the Chief get paid a stipend. Is that correct? Sean said the stipends are paid to the Chief, the two Deputy Chiefs, and the Clerk Treasurer. The Clerk Treasurer does their purchasing and is paid a stipend. The Chair asked what the current and proposed stipends are? Sean said the Clerk Treasurer would be \$1,160. The two Deputy Chiefs will receive \$1,680. The Chief's position will get \$8,250. Those figures were developed by reviewing the 2019 stipend amounts and an hourly rate based on calls. He came up with 5.3 hours per week on average for the Chief's position. Then 1.3 hours per week for the Deputies and one-and-a-half hours a week for the Clerk. The administrative work they do has not been submitted time. It has been accounted for in the stipend figures. The Chief's average indicates 5.3 but he actually puts in more time.

Sean addressed the Incident Report, every call they respond they complete this form. The dispatch time is noted, the time they responded, the arrival time, the time they clear the scene and the time they complete the call. The type of alarm, what apparatus went to the call, if a fire what type, property use/type, if there was mutual aid which they always have for medical calls (i.e., Hopkinton). Then a brief synopsis of the action taken, life support or advanced life support care. Whether the patient was transported or not. Also, if a fire was suppressed, noting the losses and potential costs and cause, the specific location, occupants and the owner of the property. The officer in charge is noted and approves the time and who filled out the report. If the officer is not available, the senior person is noted. He said very often that person is Ed Mical, he has the second highest number of responses to calls in 2019. The information is entered into the National Fire Incident Reporting System. The Chief said they lost that software when the computer crashed. The state is supposed to get a grant and release the program soon. The Incident Report is entered into the computer and submitted to the state and then to the US Fire Administration. Those statistics instruct firefighters to target cooking fires or smoking fires. It ties public education and grant funding to trends in fire service across the country. Also, on the report form is a check list of Warner firefighters. The senior officer can check off who participated on the call. During a long call when someone has to leave they note the hours they attended the call. If a severe call a EMS person may go on the ambulance to help out and will be paid for their time.

Diane helped him put together this pie graph showing 306 EMS calls in 2019. He noted 25% of calls have 2 EMS responders. He said 28% of calls have 1 EMS responder. While 17% of the calls have 3 EMS responders on the scene. There were 43 calls last year with no EMS responders on scene. He said that creates a delay in care for the town's people. They would have to wait for Hopkinton, or possibly New London. They need to get more EMS people involved in the department. This year they have 2 new members. One is a new EMT and one has experience. The Chair asked if he wants two EMS people on every emergency response? Sean said on a complicated call the more the better. They need them for respiratory arrest, cardiac arrests and deal with the increase in drug overdoses. A severe diabetic or an unconscious diabetic patient when revived can become combative. If the police aren't available, we need the people to handle a difficult call especially when someone is combative. It is critical to our safety.

The final page of the handout is a pie graph summary of all calls. He said 40% of their calls last year had 3-to-5 responders. Then 34% had 6-to-10 responders. They missed 14 calls last year, he would like to see that number be zero. Without full-time people working 24-hours a day 7-days a week, that is difficult. There are 10 members of the department which respond to greater than 25% of the calls. There are 6 members of the department which respond to 10-to-25% of the calls in a year. They are very fortunate in this town. There is a recruitment and retention problem in NH in fire service as well as across the country. He attended an New Hampshire Association of Fire Chief's and asked other members about budget issues and practices. Some of them struggle with 15 people in their departments, with up-to-5 people going out on calls. Sean said they have a very dedicated group of people. Clyde said the state committee he serves on has visits from fire departments and volunteer departments from across the state. They have a rough time and are looking for assistance from the state. A lot of towns do not have enough people to staff their departments. Clyde said they are lucky in that respect, and the town needs to embrace and support it.

The Chair said the town pays them to respond to a scene and for a minimum of one hour. Sean said the town currently pays for two hours of fire training. They train for a minimum of once per month. They reserve their December meeting for a Christmas gathering. They are also members of two compacts, the Kearsarge Mutual Aid Compact with neighbors to our north. As well as, the Capital Area Mutual Aid Compact which is the remaining surrounding towns. They do drills with those compacts usually in the evening or on a Saturday morning. They also have some special training sessions. They pay people for that training. Current EMS training is not paid. He has budgeted 20 hours of training for EMS. All EMS personnel are required to maintain their license. Which requires between 8 and 30 hours of training per year. EMS personnel were paying for this and it accounts for 75% of the service they provide for the town. They ask new members to get a fire certification or an emergency medical responder certification or above within the first year. If they complete the class, they reimburse them \$3,000 tuition costs. EMT classes are \$800 to \$1,200 depending on the program. The fire training is much less than the NH Fire Academy and they do not pay them for that training. The Chair said the firefighter takes 116-hours of training and are not paid. Sean said, correct. The Chair said EMR takes 80-to-120 hours of training and 16-hours every two years to maintain certification and are not paid. Sean said currently they are not paid. The Chair said EMT takes between 120-to-150 hours and put in 40-hours every two years and are not paid. Sean said, correct. The Chair said the AEMT is 200-hours of training and put in 50-hours every two years and are not paid. He said a paramedic is 1,200-hours just to become certified and 60-hours every two years and are not paid. Sean said, correct.

Sean said they conduct one officer meeting per month for an hour for planning purposes. They have 10 officers; he has requested money for them to attend one-hour of a meeting per month. That cost is \$2,346. He has put in a proposal for festival coverage and people are volunteering for that. They were experiencing a decline of people being available. He proposed seven people for eight hours for two days for an estimated \$2,200. There is Sunday duty, typically in the summer months they have three people for three hours. They do a lot of maintenance during those times. They strip all the trucks down, inventory a lot of items and he budgeted \$1,850. He said those are part of the hours he put in as unpaid hours. There is about \$2,300

budgeted to make sure people were paid to complete a call. When they go on a medical call they are required by law to complete a report within 24 hours. He said it could take 15 minutes to a half-hour to complete a report and they are not paid for that time. People are completing the form on their own time, currently. This jeopardizes their personal license and the department unit license as a non-transporting agency. Sean sees this task as part of the call and part of patient care.

David asked Sean if he worked in the Concord Fire Department? Sean said, yes. David asked how many firefighters do they have? Sean said there were 21 per shift, about 101 in total. David said they have 40 people in Warner with associated costs. He said only 8% are calls for fire. He asked Sean if they need 40 people in the department? Although, he understood they need more EMS rescue personnel. Sean said they need the 40 people, because not everyone shows up on a call. Typically, 10% of their calls 11-to-15 people respond. David asked is it the same on fire calls? Sean said, if they get 4 people show up for a fire, they cannot fight the fire. He said they need at least 4 people on an engine, and they have two engines. They need at least 2 people on a tanker, they have three tankers to efficiently and safely fight a fire. The air packs they have last for 30 minutes. A fire scene is very labor intensive, and they need people. They have 16 people that respond to the most calls. The other individuals show up when there is a big incident. A roll over on the highway is a bad call and they have a lot of people helping. They have had two chimney fires. They need a lot of people to effectively handle those incidents. David asked if 20 people show up at a chimney fire, do they all go out on the call? Sean said no, they probably would not all go out. Some would stay at the station if we didn't need them. Although, last year they only had two calls attended by 20 people. They happened to be at the station at an unpaid event and all 20 of them responded. It would have been difficult for him to pick and choose who would respond and who would not.

James G. said this information was very instructive. He believes the whole town would benefit from hearing this information. Especially the challenges in terms of retention. He asked Sean if he is considering presenting at Town Meeting? Sean said he has been working with Diane and Clyde to submit a monthly report to the BOS to provide an activity summary.

Ray referenced line 212 and line 215 of the budget for \$75,000. If you divide that by 40 individuals, they would be paid on average about \$1,800 a year. He believes \$1,800 a year for a full complement of firefighters that are well trained is a good deal. David was concerned about the other costs that go along with that expense. Ray said it does not include training. David said it is not just stipends that need to be considered. Martha B.'s concern was they were an on-call pay-per-call volunteer fire department. She said if this changes and they become town employees then it needs to come before the town. The Chair said they are not going to be part of an employee-based system. They had to change from classification from being volunteer to an on-call department. The Chair sent to the committee, Diane and Sean emails about what defines on-call versus volunteer and how they are paid. Although, different documents from varying sources are contradictory. This is going to take some time to figure out. The Chair said they can go to the Department of Labor and the NH State Firemen's Association to gather information. John Leavitt had contacted the Chair to say how unbelievably complicated this issue is. The Chair said the town has diligently tried to make sure all their employees are paid fairly and equitably.

Martha B. said included in the email information was a court case labeled Mendel vs. Gibraltar. It says quite clearly that a volunteer firefighter paid \$15 per hour when responding to a call would make them employees. She believes they need to talk with the state about the criteria making firefighters employees, or not. Also, the town's people need to say whether they are willing to go from an on-call volunteer department to an employee department. Sean said the current town personnel policy calls them on-call employees. Martha B. said how they were referred to didn't matter as much as what they were paid that would determine whether they were employees. Clyde said in terms of reporting they do with the government the fire department are considered employees. They are on-call employees or basically employees. A volunteer is not paid money, if you are paid

money you are an employee. Martha B. said there is a difference between a nominal amount versus a reasonable amount. She said the amount that was paid made a difference according to the courts. Clyde said they have been recording the fire department as employees of the town for a while.

Alfred said the reason they have 40 firefighters is to ensure they get 20 on a call. He said what is confusing is they are not considered a volunteer, but, on-call. How does this effect the partnership between the fire department, their bylaws, and the town? He suspected their bylaws describes the employee or work force of their department. Alfred wondered if this changes their status with the town as employees and effects their bylaws. Sean said all the firefighters have signed employee handbooks. Alfred asked if their bylaws conflict with the change in the relationship they will have with the town? Clyde said the misconception is that something has changed this year. Martha B. said when the committee has discussed employees of the town the fire force has never been included in the definition of town employees.

Judy said part of the confusion and problem she was having was the fire department has bylaws. The town doesn't hire firefighters, they hire from within. Their pay is set from within. Her concern was they are coming to town and specifying people and salary amounts and asking for BOS approval. The town has not done a wage study on them.

Sean said RSA 154:1 outlines different ways to form a fire department. There are guidelines for various ways to set up the makeup of a department and their officers and firefighters. In the past, set up a screening group as an interviewing committee within the department. They ensure candidates are committed to the certification and the training process. The group then recommends to the body who to bring into the department. The body vote amongst themselves and then go before the BOS. The BOS say whether they are okay with the hire. The last four-to-five people have not gone through that process, he does not know why. Sean said 11 years ago, he came before the BOS before officially becoming a member of the department. He said they are asking for a pay change to create equity and fairness. His main concern was the pay fluctuations. An EMT that started recently would get the same pay as a Captain who is an EMT. Also, most of the supervisors are getting paid less than some of the paramedics. They also gave back \$14,000-to-\$15,000 from the initial estimate to the town that they were no longer going to get paid for.

John L. said legally they cannot have a volunteer on-call fire department. On-call fire fighters are employees of the town, but he believes legally they are not if they are on-call. There are some liabilities the town should be concerned with, when an on-call firefighter becomes an employee. This is very complicated and needs to be looked into. John said the way the town has done things with the firefighters hasn't changed. What has changed is the legal interpretation of what on-call and an employee is from the courts. The Chair said they do not have a decision from the NH Supreme Court, they do not know how they would interpret this issue.

Michael S. said it may be important to determine what RSA's apply to the fire department in comparison to town employees. He said there are RSA pertinent to the Library that lays out how things are done differently. For instance, they just discovered that libraries by statute cannot have probationary periods for employees.

The Chair said he has sent a number of emails to the committee and to the BOS this past week. He just emailed another document which deals with pay. There is the Mendel document which Martha B. referenced and another document which discusses nominal pay. There is no definition of what nominal pay is. He had asked Sean what the Chief is paid in Concord. The Chief pay in Concord is \$130,000 which is about \$65 an hour. He said the 20% rule would have the town pay our Chief \$12.50 which doesn't make any sense.

Don Hall said a few years ago they had an individual that was paid by somebody to be on-call five days a week in Warner. Sean said that is not what he is proposing. When the pager goes off each firefighter is faced with the decision of whether they can go on a call. If they can maintain the great department they have today,

pay them fairly and treat them well, they will not have a problem for a long time to come. No further questions or comments.

- C. Board of Selectmen's Budget:** The total is \$159,576. No questions or comments.
- D. Election Budget:** The Chair said there are five elections this year, more than in 2019. The budget total is \$7,151. No questions or comments.
- E. Finance Budget:** The total is \$70,608. No questions or comments.
- F. Tax Collector's Budget:** The total is \$53,890. No questions or comments.
- G. Treasurer's Budget:** The total is \$5,000. No questions or comments.
- H. Town Clerk's Budget:** The total is \$79,513. No questions or comments.
- I. Trustee of Trust Funds Budget:** The total is \$550. No questions or comments.
- J. Assessing Budget:** The total is \$28,317. No questions or comments.
- K. Legal Budget:** The total is \$11,000. No questions or comments.
- L. Benefits Budget:** The total is \$176,869. Alfred asked if they changed companies? Clyde said they did not. Alfred asked why it has gone up so much? Clyde said they are an experience rating they are charged if there is a claim. Kimberley E. (BOS) said they had a vacation last year and now they are back to normal. Last year the vacation gave them a discount. Martha B. said it amounted to \$27,000. No further questions or comments.
- M. Land Use Budget:** The total is \$27,7388. No questions or comments.
- N. Town Hall – Government Buildings Budget:** The total is \$18,586. No questions or comments.
- O. Old Graded School – Government Buildings Budget:** The total is \$17,159. No questions or comments.
- P. Old Fire Station Building Budget:** The Total is \$800. No questions or comments.
- Q. The American Legion Cemeteries Budget:** The total is \$26,001. No questions or comments.
- R. Public Liability and Unemployment Insurance and Workmen's Compensation Budget:** The total is \$93,784.
- S. Central New Hampshire Regional Planning Budget:** The total is \$29,989. No questions or comments.
- T. Police Department Budget:** The total is \$554,150. No questions or comments.
- U. Ambulance Budget:** The total is \$82,000. No questions or comments.
- V. Building Inspector Budget:** The total is \$4,700. No questions or comments.
- W. Emergency Management Budget:** The total is \$14,125. No questions or comments.

X. Highway Department Budget: The total is \$1,069,776. No questions or comments.

Y. Street Lighting Budget: The total is \$11,500. No questions or comments.

Z. Transfer Station Budget: The total is \$250,270. No questions or comments.

AA. Health and Welfare Budget: The total is \$18,863. No questions or comments.

BB. Parks and Recreation Budget: The total is \$40,566. No questions or comments.

CC. Library Budget: The total is \$193,546. No questions or comments.

DD. Memorial Day Budget: The total is \$1,500. No questions or comments.

EE. Conservation Commission Budget: The total is \$1,038. No questions or comments.

FF. Principle and Bonds Budget

The Chair asked for questions or comments from the public on the outstanding principle on bonds. The fire truck principle and interest maturity date is September 8, 2025 (lines 368 and 371). James asked if this line item is for all town loans? The Chair said, no. The maturity date on line 369 for the fire station principle and the fire station interest line 371(?) is August 1, 2038. The maturity date on the solar array bond which is line 370 and solar array interest which is line 372 is April 1, 2030. The Hopkinton Landfill doesn't have a maturity date. The landfill closure goes on in perpetuity to pay for the expense of monitoring. The total in debt is \$246,429. James asked if that is every loan the town has that is outstanding? The Chair said, yes. He said they do have leases which are reflected in the individual departments. The Highway department has a lease outstanding for a grader. No further questions or comments.

GG. Highway Department – Tim Allen, Director

Tim went over the individual labor lines. He referenced line 258 last year's total for full-time labor was \$202,020. Line 270 which is Building Supervisor wages that was \$20,000, for last year. The sum of those two lines is \$222,020 which represents the full-time labor for 2019.

The same two lines for 2020 total \$217,737. He referenced line 270 which is budgeted at \$41,796. Those two numbers added together are \$259,533. That represents the full-time labor cost for 2020. The difference between those two numbers is \$37,513. That increase represents the 27-pay periods increase for a total of \$8,100. Also, the wage increases recommended by the BOS for people who didn't get step increases last year for a total of \$8,000. It also includes the request for another full-time position which is \$21,500. That full time position will start on May 1, 2020. That salary represents eight months in 2020.

He has five full-time people currently. Tim Hayes started out as a full-time position split 50/50-to-60/40 mix between buildings/grounds and the Highway Department. He would like to have the sixth full-time person. This would give the department a seven-man crew including himself. This would allow the department to get a program started on sidewalk repairs. More attention could be paid to basic labor items such as sign repairs, intersection mowing, etc. During the past seven-to-eight months there have been ample buildings/ground maintenance and he hasn't been able to help the Highway dept. Tim is trying to give Tim Hayes more time to pay attention to the buildings/grounds and sidewalks. This will enable them to repair and maintain the condition of the sidewalks.

The Chair asked what is the estimated cost to recondition the sidewalks? Tim said if they contract out for the work it ranges from \$22-to-\$25 per square foot. They would realign the curb, regrade and reset new brick. He said in total it is just under 8,000 lineal feet or 40,000 square feet. The cost would be potentially \$800,000. The goal is for the department to work on a section of the sidewalk themselves, each year. He estimated 4,200 feet that really needs to be addressed. The Chair asked how many years to get this done? Tim said they couldn't get more than 500 lineal feet done in a year with a five-man crew. A lot of projects would be cost effectively managed by the Highway department rather than hiring contractors.

The BOS asked him to find ways to save money. The part-time line 260 last year was \$34,500. This year it is \$28,452 that is a \$6,000 difference. He decided to eliminate the \$15,000 summer position if the department could get one more full-time position. They also eliminated a proposed \$7,480 position for clerical help. Deb Moody will come to the office and help on Fridays. Tim said they had to add \$350 into the part-time labor line for a wage increase.

Alfred asked what was the wage for the new position? Tim said \$15.50. Alfred asked what is it with benefits? Tim said the insurance could be \$6,000 for a single plan. Alfred said that would bring the position to \$23-to-\$24 an hour. Tim said, probably. Alfred asked what was the part-time labor cost for summer help? Tim said one thousand hours at \$15 an hour or \$15,000. The Chair said so they are paying roughly \$10 more for a full-time position. Alfred asked if Tim had a part-time position in the winter? Tim said, he does. Alfred asked what was their wage for winter part-time help? Tim said \$14.25 for the low end to a high of \$20.17. Alfred noted that was less than a new hire. Tim said one part-time hire for an entire year would make a difference to the department. Alfred asked how many part-time people could they get for \$28,000? Tim responded, three. Alfred said the new position would take away one part-time position. Tim said the new hire would be filling the fourth position he mentioned previously. He said they should have four part-time people with a total of 10 people. This represents the crew plus four part-time people. Currently he has three in the winter and is missing a fourth person. The new full-time person would fill the part-time position in the summer and the part-time position in the winter. This new position would eliminate the fourth part-time employee utilized in the winter.

John L. said considering the Highway department can commit to getting roughly 500 feet of sidewalk done a year. He calculates that a four-foot wide sidewalk at \$22 a square foot would save the town in contracted services about \$55,000. He asked what would be the estimated savings if the department did the work? Tim expects to have this information for Town Meeting. He estimated they could save more than half the cost by doing the work themselves. John L. said that almost pays for the \$27,500 cost of the new hire for 2020. The town has communicated the need for repairing the sidewalks. Tim said they are difficult to maintain in the winter due to their present condition.

Martha M. asked how long for three people to complete the sidewalk repair? Tim said five-to-six weeks. James asked if it would be beneficial to replace them with concrete instead of brick? He believes it creates more time for Tim to manage a stream of part-time people than it would a full-time employee. The Chair believes it would increase productivity the longer you have a person. Tim believes the sidewalks that are brick should remain brick. There are sewer lines, water lines and drains that may have to be accessed. There is equipment that can lift the sidewalk and replace it without destroying it. Concrete must be cut and patched. Stamped sidewalk material is cost prohibitive.

Ray clarified Tim was purposing repairing 500 feet of the sidewalks for five-to-six weeks. Whereas, they will have the full-time person for a full year. The savings in the sidewalk repair done by the department would more than compensate for the new full-time salary and benefits for the year. Ray felt it was a reasonable way for Tim to manage the department.

David asked for clarification whether the department was going to have three part-time or four part-time employees? Tim said if he gets the full-time person, they will only need three part-time people in the winter and the \$15,000 for summer help will be eliminated. Ray mentioned they will no longer be paying an outside contractor for plowing. This new position will take on that responsibility. Alfred noted that \$26,000 will go back into their operating budget. Ray agreed it doesn't entirely go away.

Tim said there hasn't been as much snow this past year. He is tracking what they spend to compare it to the expense of an outside contractor for snow removal. John L. complimented Tim on the detailed explanation of the Highway department. He said, Tim Allen and Sean Toomey have done an exceptional job of presenting to the committee. No further questions or comments.

IV. WARRANT ARTICLES – RECONVENED PUBLIC HEARING FROM JANUARY 30, 2020

The Chair read each of the Warrant Articles and asked the public for questions or comments.

Article 3 – \$3,481,484.72 for the 2020 Operating Budget for general municipal operations. No questions or comments.

Article 4 – \$20,000 Property Revaluation Capital Reserve fund The Chair said currently the balance is \$74,127.98. No questions or comments.

Article 5 –\$3,800 Employees Expendable Health Trust Fund. The Chair said the current balance is \$6,203.31. Kimberley noted the written word in the sum does not include word "eight hundred." Diane noted the change. Kimberley said it was just increased the previous evening. No further questions or comments.

Article 6 – \$10,000 Contingency Fund for unanticipated expenses James asked if the fund needed to be named. The Chair said it is the contingency fund. Diane noted she would change the word contingency fund to upper case. John asked about the wording of this article how was it resolved? Specifically, it says raise and appropriate and it comes out of the general fund. He was concerned it could not be both. The Chair said this is how the DRA requested and mandated the wording. Martha B. said it could be rationalized as they could take it out of the general fund immediately instead of waiting to take it out of money raised by taxes. No further questions or comments.

Article 7 – \$15,000 Police Department Vehicle Capital Reserve Fund. The Chair said currently the balance is \$47,129.23. No questions or comments.

Article 8 – \$100,000 Fire and Rescue Capital Reserve Fund. The Chair said the current balance is \$31,938.98. No questions or comments.

Article 9 – \$6,300 Firefighter Equipment Capital Reserve Fund. The Chair said the current balance is \$14,683.84. No questions or comments.

Article 10 –\$170,000 Highway Road Construction Capital Reserve Fund. The Chair noted the current balance was \$156,081.39. No questions or comments.

Article 11 – \$125,000 Highway Equipment Capital Reserve Fund, The Chair noted the balance was \$159,867.78. No questions or comments.

Article 12 –\$50,000 Bridge Repair/Replacement Capital Reserve Fund. The Chair said the current balance was \$153,248.41. No questions or comments.

The Chair noted that all these articles have been recommended by the BOS.

Article 13 – \$10,000 Capital Reserve Fund for the Preservation of Town Records. The Chair noted this was recommended by the BOS by a 3 to 0 vote. The current balance was \$40,183.86. No questions or comments.

Article 14 – \$10,000 Library Building Renovation and Repair Capital Reserve Fund. The Chair said the current balance was \$14,683. This was recommended by the BOS by a 3 to 0 vote. No questions or comments.

Article 15 – \$10,000 Town Hall Improvement Capital Reserve Fund. The Chair said this was recommended by the BOS by a 3 to 0 vote. The current balance was \$22,199.33. No questions or comments.

Article 16 – \$2,500 Riverbend Community Health, Inc. The Chair said the BOS recommended this article by a 3 to 0 vote. No questions or comments.

Article 17 – \$25,000 Transfer Station Equipment Capital Reserve Fund. The Chair said this was recommended by the BOS by a 3 to 0 vote. The current balance was \$40,540.44. No questions or comments.

Article 18 – Discontinue the Capital Reserve Fund for New Fire Station Site and Design Fund. The Chair said the BOS recommended this article by a 3 to 0 vote. He said approximately \$827.49 is in the fund and will be returned to the general fund. No questions or comments.

Article 19 – Capital Reserve Fund for the Kearsarge Mountain Road Alternate Route project. The Chair said this was recommended by the BOS by a 3 to 0 vote.

Martha M. asked if it should read “plan” instead of “project?” Diane said the BOS have already voted on this article. The Chair said the BOS are here tonight and could continue their meeting and decide if they want to change it. Martha B. wanted to leave the word “project” in the article. She said it is expected a project needs to be planned, otherwise they would have to open an additional fund. Clyde said the BOS had this discussion and they cannot build a road for \$5,000. If the town wanted them to build a road, they could put more money into the account. He said the town has had the approach of naming capital reserve funds as projects. Then when a phase is complete, they go back to the town to ask for more funding for the next phase. Doing individual capital reserves for different phases would represent a change in procedure. The Chair said any money left over can be transferred to the next phase of the project.

James said they have run afoul of that in the past. It enables the request for grant money without any discussion at the town level. His was concerned about the approach taken toward these funds. He believes the fund should be created to do a specific thing such as planning. Then the plan would come to the town for discussion. He referenced the pursuit of the first fire station site. The BOS decided to purchase property and pursue a plan without town discussion. He said the town lost approximately \$250,000. Changing the wording to a plan would ensure the town could vote on the plan. Martha B. said comments have been made as to the difficulty of tracking the multiple capital reserve funds. Judy said they decided if the money is in there for planning purposes and is included in the discussion then the intent of the money is clear. James said legally he does not agree. James said they need to have proper legal naming in place for continuity. Martha M. said it would give a guarantee to the public this issue will come back to them for input. Tim Blagden said that \$5,000 is the limiting factor. The Chair said in order to accept any grants they must have a public hearing. They can apply for a grant but once they are awarded the grant by statute, they must have a public hearing. It can be a public hearing at a BOS meeting but, it doesn't have to be a town meeting for public vote. John L. said they could close one capital reserve before opening a new one.

The Chair said capital reserve funds are initiated either by the BOS or by petition. This article was initiated by the BOS. It is up to them to change the wording not this committee. No further questions or comments.

Article 20 - \$22,000 Parks and Recreation. The Chair said it was recommended by the BOS by a vote of 3 to 0. No questions or comments.

Article 21 – \$10,000 Infrastructure Fund (sidewalks).

The Chair asked if we have \$5,000 already established in that fund. Kimberley said it was established two years ago. Martha B. said it was established in 2017, it currently has \$5,035.36 in it. James asked how is the \$10,000 to be spent? Clyde said the first step would be a grant application for planning and engineering as to where the sidewalk would go. They would look at the alternatives going down Main Street. They would come back with a plan to be discussed at Town Meeting. Martha M. thought the article should state that information. David said it was too general. Martha B. said it would be nice if the Town Hall improvement fund said what it going to be used for as well, but it doesn't. Clyde didn't see the value in that approach.

Kimberley suggested they read the original motion that created the fund. The Chair read the motion from 2017:

“Article 21 was created and passed in the original motion it said to establish a capital reserve fund for the purpose of setting aside town funds to be used as matching funds for transportation improvements grants from State and Federal agencies as well as funding repairs and improvements to the town walkways. To raise and appropriate the sum of \$5,000 to be placed in this fund and furthermore to name the BOS as the agents to expend from this fund. Recommended by the BOS. Recommended by the Budget Committee 4 to 3. The moderator read the article, the motion was made and seconded and passed.”

Martha M. was concerned the \$10,000 in this fund could be used for something else. Martha B. said it could be used for the repair and maintenance of sidewalks. Although, the Highway is taking money out of their budget to repair the sidewalks. Martha M. thought the wording should be more specific and asked if the BOS would be willing to change it? Kimberley said if they wanted it to be more specific it should be in separate capital reserve fund specifically for sidewalks. Otherwise, you are mixing and matching. The trustees would have to keep track of what money is being used for sidewalks and what money is used for other things. If they want something specifically for sidewalks it should be a separate capital reserve fund dedicated to sidewalk grants, sidewalk project, etc. Therefore, they would keep the other for transportation. Martha B. said the transportation article references sidewalks. Kimberley said that is why they decided to keep the one general fund.

Tim B. said part of the sidewalk project may be deal with things such as culverts, curbing, lighting and utility poles that someone would say is not a sidewalk. They can't spend on a culvert because it is not a sidewalk. So, naming this an infrastructure fund enables them to get a grant and spend money to for a project that enhances the walkability of our community. Martha M. agreed with Tim B. but she believes the intent should be indicated. Clyde said they are just talking about the wording of an article. James said if the intent is to come up with a plan than that should be stated.

Martha B. said the BOS also told them this was earnest money for an 80/20 grant. If they are looking for grants, it is not just planning. She asked do they need more earnest money than has been allocated? Clyde said they will need more money than what they are requesting this year. They do not have enough money currently to match the grant. Martha questioned whether they needed more money to qualify for the grant. Clyde said typically they put a little money away each year. Martha M. asked how much money they need to qualify for the grant? Clyde said roughly speaking if it was a million-dollar project engineering costs for a project run about 10%. It would be a \$100,000 engineering project and the town's portion would be \$20,000.

Tim B. said the State of NH funding program that typically funds sidewalk projects is the transportation alternatives program. One of the criteria is showing financial readiness to be handle and manage the grant. The application

from the town is stronger if the town can show they have continuously put money aside. It must show a consistent desire on the part of the town.

James said the town needs a discussion about what is feasible, where it would go and how much it would cost. They should come up with a plan and present it for the town to vote. James was concerned he was hearing the desire to execute the project. Some committee members responded, no. Tim B. said this is not the first time the sidewalks have come before the Warner citizens. There was a town-wide survey and the overwhelming response was, yes. There was strong community support at last week's public hearing of the Budget Committee. There are two retail-oriented downtowns in Warner and a third economic engine down by Exit 7 of Route 89. The town supports three interstate exits and a big grocery store. There are retail and arts in the village and the rest of retail at Exit 9. He believed people need to be able to walk between those downtown areas by connecting them with a sidewalk. The Master Plan and the results of surveys reflect strong support for sidewalks.

Michael S. said having specifics from an engineer is necessary to a discussion about alternatives. The engineering plan is important otherwise there are just subjective opinions. Martha M. wanted something in the article that indicated they were talking about the sidewalks. Michael S. said he needs a complete plan and study done in order to make a decision.

Alfred said the grant sounds like it is going to be in stages. So, they apply for a grant for planning, then another grant for design, correct? Clyde said the plan would be a design. Alfred said the grant does not give you money to build the sidewalks. Clyde said, correct. Alfred said the grant they are talking about is a plan. Clyde said that is right. Alfred asked what are the stipulations to build the project? Right now, they are discussing funding of \$10,000 that the town needs to show interest in the project. Alfred said they get the grant and have the design what are the requirements for the next phase? Clyde said the same thing happens. He said once they have a plan, they gain extra points, a good plan that has been engineered would provide some real specifics. These grants come around every couple of years. The town needs to show they support it and we can put aside some earnest money. Alfred said when the planning is done. They keep applying for the grant which could elevate the cost of the project each year. How will they know what the cost is if you don't get the grant in five years? Do they have an estimate of what the planning will cost? Clyde said not at this point. Martha B. asked Clyde if he had mentioned \$100,000 earlier tonight. Clyde said that was an estimated figure. Martha B. clarified it was \$100,000 to plan, and asked if that was just the town's 20%? Clyde said(? inaudible). Martha B. said they should be made clear.

The Chair said this decision is up to the BOS, they can make that decision tonight if they choose. Clyde clarified with Martha M. that she is just interested in the wording. Martha agreed that was her concern. The Chair said that James G. is interested in maintaining it is planning process and not a complete project.

Miscellaneous Comments: Ed. M. made a general comment about the fund balance numbers and preparing those numbers for Town Meeting. Martha M. said the BOS decided not to list the fund balance for Town Meeting. Those numbers change. The numbers will be given to the Town Moderator, Ray, and he will be able to verbally state what the balances are. Ray said when he reads them that night he expects they will be the most accurate figures.

V. REVENUE – PUBLIC HEARING

The Chair stated the anticipated revenue figure for 2020 was \$1,059,733. The Chair asked if the October 31, 2019 was the correct revenue figure? Diane said she cannot answer that questions today. She just received that today and just started learning how it goes into DRA (Department of Revenue Administration). Diane said there isn't a 2020 revenue figure. The Chair said this figure was provided to the DRA last year for revenue projection for 2019. It was determined the revenue figure of \$1,059,733 was for 2019. The Chair asked Diane if she will have it for February 6th? Diane said she would work on it. The Chair clarified Diane will have a revenue figure Thursday, Feb. 6 so they could vote.

At 9:18 PM the Chair closed the Public Hearing.

VI. OPERATING BUDGET 2020

The Chair asked the committee to make recommendations or changes to the operating budget as they review it by department. Martha M. asked if they can suggest changes tomorrow night? The Chair said tonight is changes tomorrow night they vote. Clyde asked if this would be an appropriate time for the BOS members to break away and meet in another room? The Chair said, yes and asked them to come back and brief the committee on any pertinent decisions. Clyde stated that the Selectmen were going to reconvene their meeting upstairs in the Town Hall.

- A. Board of Selectmen Budget:** The total is \$159,576. No recommendations or changes.
- B. Elections Budget:** Total is \$7,151. No recommendations or changes.
- C. Finance Budget:** Total is \$70,608. No recommendations or changes.
- D. Tax Collector's Budget:** Total is \$53,890. No recommendations or changes.
- E. Treasurer's Budget:** Total is \$5,000. No recommendations or changes.
- F. Town Clerk's Budget:** Total is \$79,513. No recommendations or changes.
- G. Trustee of Trust Funds:** Total is \$550. No recommendations or changes.
- H. Assessing Budget:** Total is \$28,317. No recommendations or changes.
- I. Legal Budget:** Total is \$11,000. No recommendations or changes.
- J. Benefits Budget:** Total is \$176,869. Martha M. asked if this figure included the new person in the Highway Department? Diane said, yes. Martha B. asked if they could remove the comment, needs to be calculated next to the life insurance line. The Chair said that has already been done.
- K. Land Use Budget:** Total is \$27,7388. No recommendations or changes.
- L. Town Hall – Government Buildings Budget:** Total is \$18,586. No recommendations or changes.
- M. Old Graded School – Government Buildings Budget:** Total is \$17,159. No recommendations or changes.
- N. Old Fire Station – Government Buildings Budget:** Total is \$800. No recommendations or changes.
- O. The American Legion Cemeteries Budget:** Total is \$26,001. No recommendations or changes.
- P. Public Liability and Unemployment Insurance and Workmen's Compensation Budget:** Total is \$93,784. No recommendations or changes.
- Q. Central New Hampshire Regional Planning Budget:** Total is \$29,989. No recommendations or changes.
- R. Police Department Budget:** Total is \$554,150. Martha M. asked if the wages line include a new person. Chief Chandler said, yes, for the position they are currently filling. This is not a new position but a vacated position. That position is budgeted for \$21,000 pay periods to begin possibly in April. David asked if they have

a couple of applicants? The Chief said they had four applicants. David asked if they must go through the academy? The Chief said not necessarily, if an applicant is currently certified. That equates to a savings of 16-weeks' worth of pay. Martha M. said they pay them during that time but do not have them at the station. The Chief said the big forfeit would be the time they are not in the community while at the academy. Although, time spent at the academy is beneficial. The hiring pool presently is suffering in the law enforcement services. Alfred asked if the town will be covered the same if they no longer have part-time officers? The Chief said, no. As a result of decreasing the part-time line by \$15,000 they have increased their overtime line by \$3,800 bringing the total of that line to \$11,000. Which would be roughly depending on who worked the overtime based on time-and-a-half rate of pay it would be around 230 hours. So, a portion of that yes, all of it, no.

S. Ambulance Budget: Total is \$82,000. No recommendations or changes.

T. Fire Department Budget: Total is \$195,435. The Chair said this includes all the changes Sean Toomey discussed at tonight's meeting. Diane said they received the electric bill for the fire department for the first month. That line has \$7,200 in it and Diane didn't think that was going to be enough. Sean believes that had to do with the radiant floor sensors failing. The make up heaters in the ceiling ran almost constant for a period of time. There was something wrong and it is being fixed. Martha M. asked if it is possible to shut off the Modine heaters? Sean said, no, they can turn them down, but have to be careful because the radiant heaters don't work. Sean said he and Diane will meet to figure out why this happened and what was the reason and who is responsible. Martha B. asked about the untraceable phone lines and whether Mr. James Gaffney could help with that issue. Sean said they spoke about it tonight.

U. Building Inspector Budget: Total is \$4,700. No recommendations or changes.

V. Emergency Management Budget: Total is \$14,125. No recommendations or changes.

W. Highway Department Budget: Total is \$1,069,776.

Martha M. made a motion to reduce line 258 which presently has a budget of \$217,737 to remove \$21,500 from that line. Alfred seconded the motion. Discussion: Martha B. said they have discussed this quite a few times and she feels Tim Allen made his case for the new position. Ray said he agrees, and this represents a small increase in the budget. *The Chair moved the motion for a vote asking for a yes or no vote for the reduction of \$21,500. Roll Call Vote: Alfred – Abstain, David – No, Martha M – Yes, Jonathan – No, Martha B. – No, Ray – No. The vote tally is Yes – 1, No – 4, Abstain – 1. The motion failed. The Highway Department full-time labor line will not be changed.*

Martha M. made a motion to remove \$20,000 from the Building Supervisor's wages line 270. Martha M. said since they have had this position it has been set at 20 hours and things were getting done. Therefore, she doesn't see a reason to change it. The Chair restated the motion to be reduce line 270 which presently has a budget of \$41,296 by \$20,000. **Alfred seconded the motion.** Discussion: Martha B. said sidewalk maintenance is becoming time and money consuming. She said they also heard about buildings that have not been properly maintained. Specifically, maintenance not cleaning. She thinks Mr. Allen made his case for this position and she is not in favor of cutting this item. Ray agreed. *The Chair moved the motion for a vote asking for a yes or no vote for the reduction of \$21,500. Roll Call Vote: Alfred – Abstain, David – No, Martha M. – Yes, Jonathan – No, Martha B. – No, Ray – No. The vote tally is Yes – 1, No – 4, Abstain – 1. The motion failed. The Highway Department building supervisor's wages line 270 will not be changed.*

Alfred made a motion to remove \$21,500 from the Part's line 286. Alfred said taking into consideration the new equipment in the department and the idea the part's line would decrease. There is another new vehicle this year. Therefore, Alfred thought the parts line could safely be changed to \$30,000 which would be

a reduction of \$10,000. The Chair restated the motion to reduce line 286 from \$40,000 to \$30,000 which is a reduction of \$10,000. **Martha M. seconded the motion.**

Discussion: Ray yielded to Tim Allen. Tim said he went back to 2015 the 10-wheeler was purchased, and they received it in November. He went back to the expenditure in 2015 and reviewed the outside repairs, the supply line and the parts line. All those lines have to do with maintenance. In 2015 they spent \$134,000, in 2019 they spent \$84,000. Using those three lines as parameters the costs are coming down. They may not be coming down as fast as they may like. Also, the electronic equipment on the new equipment cost more. *The Chair moved the motion for a vote asking for a yes or no vote for the reduction of \$21,500.*

Ray asked what is the new equipment that was purchased in the last six years. Tim said the 10 wheeler is a 2014 and received it in November of 2013, the F550 was purchased the following year. He doesn't have the list with him, but said they bought a piece every year. Ray said they have been buying new equipment and those three lines have decreased. He said if he bought a vehicle in 2014, 2015, 2016 he would probably have to do maintenance in 2020. If they bought six brand new pieces of equipment in 2020, the part's budget would probably be reduced to zero. Although, they buy them staggered so there will be an on-going issue with maintenance. The amount of those three lines has come down \$50,000.

Martha B. asked if they manage to find a bucket for the tractor to be shared with Parks and Recreation, is this the line it would be purchased from? Tim said no, it would probably come out of the new equipment line. Diane noted there was only \$2,500 in that line. Tim said the 2019 loader is the only piece of equipment where they worked with the dealer, so the department does not do the maintenance. They paid for the first 5,000 hours of use of the loader. They do not have to buy filters, oil, etc., for that machine. It may be beneficial to get all the equity they can out of a machine, and maybe get rid of it at that point. Tim said it is 5 years or 5,000 hours. Alfred said the department has been fixing items in their shop that are 50 - 20 years old. Tim said, yes. Alfred said if they have saved \$50,000 why isn't \$10,000 cut from the budget. Ray asked if the part's lines have changed? The Chair said the budget show three years back and the part's line has remained at \$40,000. They spent \$41,900 and two years ago they budgeted \$40,000 and they spent \$51,225. Last year they budgeted \$40,000 and spent \$33,772. Martha M. said the supply line is \$30,000 this year and was \$31,000 last year and they spent \$33,000. Tim said the supply line this year is \$32,500. *The Chair moved the motion for a vote stating the motion was made on line 286 the Part's line which is presently at \$40,000 to be reduced to \$30,000 or a \$10,000 reduction. Roll Call Vote: Alfred – Yes, David – Yes, Martha M – Yes, Jonathan – No, Martha B. – Yes, Ray – No. The vote tally is Yes – 4, No – 2, Abstain – 0. The motion passed. The Highway Department Part's line 286 will be reduced by \$10,000 to \$30,000.*

The Chair said the Highway Department budget is currently \$1,059,776

- X. **Street Lighting:** Total is \$11,500. No recommendations or changes.
- Y. **Transfer Station Budget:** Total is \$250,270. Martha M. said they voted to put \$1,000 into deposal cost line 306. She noticed the change had been made. Alfred asked if that is enough. Varick said the reason the \$1,000 was put back in was because he was having second thoughts about the amount necessary in that line. Last year \$11,000 was budget in order to move a significant amount of mixed paper and the cost to dispose of it. It hasn't turned out to be quite as expensive as they thought. Based on that they reduced it to \$9,000. However, market conditions have deteriorated and the quotes are anywhere from \$20 to \$60 a ton to move mixed paper. That was the reasoning in increasing that line.
- Z. **Health and Welfare Budget:** Total is \$18,863. No recommendations or changes.
- AA. **Parks and Recreation Budget:** Total is \$40,566. No recommendations or changes.

BB. Library Budget: Total is \$193,546. No recommendations or changes.

CC. Memorial Day Budget: Total is \$1,500. No recommendations or changes.

DD. Conservation Commission Budget: Total is \$1,038. No recommendations or changes.

VII. MISCELLANEOUS CONVERSATION

The Chair said the Operating Budget total is \$3,471,484 which represents a 4.85% increase over last year.

The Chair discussed whether to vote on the budget tomorrow, February 6, or at tonight's meeting. Ray clarified if they vote tomorrow night there will be no further changes. He proposed the committee vote tonight. **The Chair asked members if they wanted to vote tonight, the voice vote was Yes – 6 to No – 0.** The Chair clarified they will vote on the articles tonight.

The Chair asked Clyde to report on the decision by the BOS on the Warrant Articles changes. Clyde said they determined the best way was to establish a new capital reserve fund. The intention is that fund is strictly for the planning and design for the sidewalk from the downtown district to the intervale district. The Chair asked if this replaces the article. The general agreement was this changes the wording on Article 21.

Article 21: *Shall the town vote to establish a capital reserve fund under the provisions of RSA 35:1 for the engineering design of a sidewalk connecting the downtown village district to the intervale district and to raise and appropriate the sum of \$10,000 to be placed in that fund. The Board of Selectmen are the agents to expend.*

Martha M. asked the word "plan" be added to read "engineering design and plan." Martha B. asked if this is going to a sidewalk or a bike lane, as well. Bicycles are not supposed to go on sidewalks. She cautioned that it be clearly communicated what this project is going to include. Clyde said they do not know what it is yet.

The Chair asked Chief Chandler to comment on the particular area where this sidewalk is being proposed. The Chief said from the CAP building to the Exit 9 traffic circle in 2019 they had 418 motor vehicle contacts. For a variety of reasons although a little over half are speed related. The total motor vehicle activity and contacts for 2019 was between 1,200-to-13,000. They pay more attention in that area due congestion in the center of town and down at the traffic circle. Part of the 418 could be due to stationary radar incidents. That number does not include any activity the state police may have covered. In the mid 1980's there was an unfortunate fatality between a bicycle and a motor vehicle. It was investigated and there was no driver misconduct. In 2011 there was another unfortunate bicycle fatality involving a motor vehicle. Which also was not driver misconduct. It is not because of sidewalks that it happened or didn't happen.

Tim B. said sidewalks are four-to-five feet wide, while a multi-use path which is off the road is eight-to-ten feet wide. The multi-use path is okay to have a bike lane on. Bike lanes are on the street. Clyde said they will probably get a couple different alternatives. He does not know if a bike lane would be included. Alfred said if you put a curbed sidewalk in it will take away bike riding space. Martha M. said that is why they are doing a plan. The Chief said if they do an engineering study to explore a couple difference options or to find out if a bicycle lane is possible. Then the town can decide what they want. Kimberley said they had discussed the word feasibility and they decided an engineering study would include feasibility. Tim B. said the town gets traffic counts done by Central NH on Route 103 in front of the park-and-ride there is roughly 4,700 cars a day. It is the busiest section of road except for the section of road between the traffic circle and Exit 9 which is 8,900 cars a day. He looks at this information all over the state that is a horrible piece of road to bike and walk on. He hopes they fix it.

Alfred asked what is the language the grant is looking for? Clyde said the last time they went for a grant it was up to the way the town defines it. Then usually they must come up with matching funds within the next town meeting. This is a two Town Meeting process. Clyde read the BOS amended Article 21.

Article 21: *Shall the town vote to establish a capital reserve fund under the provisions of RSA 35:1 for the engineering design and **plan** of a sidewalk connecting the downtown village district to the intervale district and to raise and appropriate the sum of \$10,000 to be placed in that fund. The Board of Selectmen are the agents to expend.*

Martha M. suggested they could put the word “feasibility” in front of the word “plan.” John L. said \$11,000 is not a feasibility study or a plan. They want a conceptual cost that can be presented to the town. Inform the town where the potential sidewalk is going to go and let the town decide if they want to spend \$100,000.

Martha B. is the state going to let us have the right-of-way, will TDS let us have their right-of-way, how much to move water and sewer. That is the type of plan they will need to sell to the town. So, what type of plan are the BOS looking for? Clyde said they are looking for seed money to get a matching grant so they can do a design of the sidewalk with alternatives. Then the town can have a discussion on how to proceed.

Ed M. reminded the committee the public hearing was previously closed.

The Chair took a roll call vote on the wording of the BOS amended Article 21. **Roll Call Vote: Alfred – Yes, David – Yes, Martha M – Yes, Jonathan – Yes, Martha B. – No, Judy – Yes, Ray – Yes. The vote tally is Yes – 6, No – 1, Abstain – 0. The motion passed.**

Kimberley was concerned last year they established a capital reserve fund for the same general purpose. So, now they are going to have two capital reserve funds for sidewalks. Article 21 is very specific. The other one is generic for repairs of sidewalks and whatever else.

The Chair said they will need to meet tomorrow night to approve the revenue. The committee discussed taking the remaining votes tomorrow, Thursday night. Kimberley said there is nothing that can be changed in the revenue numbers. The Chair said they could either recommend or not recommend the revenue.

VIII. WARRANT ARTICLES 2020 - VOTE

The Chair asked Martha M. and Jonathan to keep track of all the voting for recording purposes.

Article 3 – Shall the Town vote to raise and appropriate the sum of \$3,471,484.72 (three million, four hundred seventy-one thousand, four hundred eighty-four dollars and seventy-two cents) as the 2020 Operating Budget for general municipal operations? This amount does not include appropriations contained in special and individual warrant articles addressed separately. *Roll Call Vote: Alfred – No, David – Yes, Martha M. – Yes, Jonathan – Yes, Martha B. – Yes, Judy – No, Ray – Yes. (The article was recommended by the Budget Committee Yes – 5, No – 2, Abstain – 0.)*

Article 4 – Shall the Town vote to raise and appropriate \$20,000 (twenty thousand dollars) to be added to the previously established Property Revaluation Capital Reserve fund? **Discussion:** Martha B. asked why is it noted a “majority vote required.” Diane said she took it from DRA and from the previous time. Martha B. said all of the articles require a majority vote. Martha M. said that is fine. Kimberley said there was one that had a two-thirds vote. Kimberley said they will take it out. *Alfred – Yes, David – Yes, Martha M. – Yes, Jonathan – Yes, Martha B. – Yes, Judy – Yes, Ray – Yes. (The article was recommended by the Budget Committee Yes – 7, No – 0, Abstain – 0.)*

Article 5 – Shall the Town vote to raise and appropriate the sum of \$3,800 (three thousand eight-hundred dollars) to be placed in the previously established Employees Expendable Health Trust Fund? This fund is used to partially reimburse participating town employees for deductible health expenses. *Roll Call Vote: Alfred – No, David – Yes, Martha M. – Yes, Jonathan – Yes, Martha B. – Yes, Judy – Yes, Ray – Yes.* **(The article was recommended by the Budget Committee Yes – 6, No – 1, Abstain – 0.)**

Article 6 – Shall the Town vote to establish a contingency fund for the current year for unanticipated expenses that may arise and further to raise and appropriate the amount of \$10,000 (ten thousand dollars) to be placed into the fund? This sum is to come from the General Fund. Any appropriation left in the fund at the end of the year will lapse to the General Fund. *Roll Call Vote: Alfred – Yes, David – Yes, Martha M. – Yes, Jonathan – Yes, Martha B. – Yes, Judy – Yes, Ray – Yes.* **(The article was recommended by the Budget Committee Yes – 7, No – 0, Abstain – 0.)**

Article 7 – Shall the Town vote to raise and appropriate \$15,000 (fifteen thousand dollars) to be placed in the previously established Police Department Vehicle Capital Reserve Fund? *Roll Call Vote: Alfred – Yes, David – Yes, Martha M. – Yes, Jonathan – Yes, Martha B. – Yes, Judy – Yes, Ray – Yes.* **(The article was recommended by the Budget Committee Yes – 7, No – 0, Abstain – 0.)**

Article 8 – Shall the Town vote to raise and appropriate the sum of \$100,000 (one hundred thousand dollars) to be added to the previously established Fire and Rescue Capital Reserve Fund? *Roll Call Vote: Alfred – Yes, David – Yes, Martha M. – Yes, Jonathan – Yes, Martha B. – Yes, Judy – Yes, Ray – Yes.* **(The article was recommended by the Budget Committee Yes – 7, No – 0, Abstain – 0.)**

Article 9 – Shall the Town vote to raise and appropriate the sum of \$6,300 (six thousand three hundred dollars) to be added to the previously established Fire Fighter Equipment Capital Reserve fund? *Roll Call Vote: Alfred – Yes, David – Yes, Martha M. – Yes, Jonathan – Yes, Martha B. – Yes, Judy – Yes, Ray – Yes.* **(The article was recommended by the Budget Committee Yes – 7, No – 0, Abstain – 0.)**

Article 10 – Shall the Town vote to raise and appropriate the sum of \$170,000 (one hundred seventy thousand dollars) to be added to the previously established Highway Road Construction Capital Reserve Fund? *Roll Call Vote: Alfred – Yes, David – Yes, Martha M. – Yes, Jonathan – Yes, Martha B. – Yes, Judy – Yes, Ray – Yes.* **(The article was recommended by the Budget Committee Yes – 7, No – 0, Abstain – 0.)**

Article 11 – Shall the Town vote to raise and appropriate the sum of \$125,000 (one hundred twenty-five thousand dollars) to be added to the previously established Highway Equipment Capital Reserve Fund? *Roll Call Vote: Alfred – Yes, David – Yes, Martha M. – Yes, Jonathan – Yes, Martha B. – Yes, Judy – Yes, Ray – Yes.* **(The article was recommended by the Budget Committee Yes – 7, No – 0, Abstain – 0.)**

Article 12 – Shall the Town vote to raise and appropriate the sum of \$50,000 (fifty thousand dollars) to be added to the previously established Bridge Repair/Replacement Capital Reserve Fund? *Roll Call Vote: Alfred – Yes, David – Yes, Martha M. – Yes, Jonathan – Yes, Martha B. – Yes, Judy – Yes, Ray – Yes.* **(The article was recommended by the Budget Committee Yes – 7, No – 0, Abstain – 0.)**

Article 13 – Shall the Town vote to raise and appropriate \$10,000 (ten thousand dollars) to be placed in the previously established Capital Reserve Fund for the Preservation of Town Records? **Discussion:** Alfred asked how much is in that fund currently? The Chair said according to the bookkeeper it is \$33,491. *Roll Call Vote: Alfred – Yes, David – Yes, Martha M. – Yes, Jonathan – Yes, Martha B. – Yes, Judy – Yes, Ray – Yes.* **(The article was recommended by the Budget Committee Yes – 7, No – 0, Abstain – 0.)**

Article 14 – Shall the Town vote to raise and appropriate \$10,000 (ten thousand dollars) to be placed in the previously established Library Building Renovation and Repair Capital Reserve Fund? *Roll Call Vote: Alfred – Yes, David – Yes, Martha M. – Yes, Jonathan – Yes, Martha B. – Yes, Judy – Yes, Ray – Yes. (The article was recommended by the Budget Committee Yes – 7, No – 0, Abstain – 0.)*

Article 15 – Shall the Town vote to raise and appropriate the sum of \$10,000 (ten thousand dollars) to be added to the previously established town Hall improvement Capital Reserve Fund? **Discussion:** Alfred asked Clyde if the money for the sprinkler system in this fund or in the working budget. Clyde said it was a combination of the money brought forth last year. The money that is in this fund currently will be used for the sprinkler system. There is also money they encumbered. Alfred asked will they get the sprinkler system done this year? Clyde said, yes. *Roll Call Vote: Alfred – Yes, David – Yes, Martha M. – Yes, Jonathan – Yes, Martha B. – Yes, Judy – Yes, Ray – Yes. (The article was recommended by the Budget Committee Yes – 7, No – 0, Abstain – 0.)*

Article 16 – Shall the Town vote to raise and appropriate the sum of \$2,500 (two thousand five hundred dollars) to help fund the Riverbend Community Health, Inc.? *Roll Call Vote: Alfred – Yes, David – Yes, Martha M. – No, Jonathan – Yes, Martha B. – Yes, Judy – Yes, Ray – Yes. (The article was recommended by the Budget Committee Yes – 6, No – 1, Abstain – 0.)*

Article 17 – Shall the Town vote to raise and appropriate the sum of \$25,000 (twenty-five thousand dollars) to be added to the previously established Transfer Station Equipment Capital Reserve Fund? *Roll Call Vote: Alfred – Yes, David – Yes, Martha M. – Yes, Jonathan – Yes, Martha B. – Yes, Judy – Yes, Ray – Yes. (The article was recommended by the Budget Committee Yes – 7, No – 0, Abstain – 0.)*

Article 18 – Shall the Town vote to discontinue the Capital Reserve Fund created in March 2015 for New Fire Station Site and Design Fund and return the balance of the funds and accumulated interest to date of withdrawal to the municipality's general fund? *Roll Call Vote: Alfred – Yes, David – Yes, Martha M. – Yes, Jonathan – Yes, Martha B. – Yes, Judy – Yes, Ray – Yes. (The article was recommended by the Budget Committee Yes – 7, No – 0, Abstain – 0.)*

Article 19 – Shall the Town vote to establish a Capital Reserve Fund under the provision of RSA 35:1 for the Kearsarge Mountain Road Alternate Route project, and to raise and appropriate the sum of \$5,000 (five thousand dollars) to be placed in this fund? The Board of Selectmen are the agents to expend. *Roll Call Vote: Alfred – Yes, David – Yes, Martha M. – Yes, Jonathan – Yes, Martha B. – Yes, Judy – Yes, Ray – Yes. (The article was recommended by the Budget Committee Yes – 7, No – 0, Abstain – 0.)*

Article 20 - Shall the Town vote to establish a Capital Reserve Fund under the provision of RSA 35:1 for Parks and Recreation Commission, and to raise and appropriate the sum of \$22,000 (twenty-two thousand dollars) to be placed in that fund? The Board of Selectmen are the agents to expend. *Roll Call Vote: Alfred – Yes, David – Yes, Martha M. – Yes, Jonathan – Yes, Martha B. – Yes, Judy – Yes, Ray – Yes. (The article was recommended by the Budget Committee Yes – 7, No – 0, Abstain – 0.)*

Article 21 – Shall the town vote to establish a capital reserve fund under the provisions of RSA 35:1 for the engineering design and plan of a sidewalk connecting the downtown village district to the intervale district and to raise and appropriate the sum of \$10,000 to be placed in that fund. The Board of Selectmen are the agents to expend. *Roll Call Vote: Alfred – Yes, David – Yes, Martha M. – Yes, Jonathan – Yes, Martha B. – No, Judy – Yes, Ray – Yes. (The article was recommended by the Budget Committee Yes – 6, No – 1, Abstain – 0.)*

IX. WATER DISTRICT BUDGET 2020 - VOTE

Alfred made a motion to recommend the Water District budget for \$453,944. Jonathan seconded the motion. No discussion. *The Chair moved the motion for a vote. Roll Call Vote: Alfred – Yes, David – Yes, Martha M – Yes, Jonathan – Yes, Martha B. – Yes, Ray – Yes. (The Water District budget was recommended by the Budget Committee Yes – 7, No – 0, Abstain – 0.)*

X. WATER DISTRICT WARRANT ARTICLES 2020 - VOTE

Article 4. To see if the Warner Village Water District will vote to raise and appropriate \$30,000 for the purpose of purchasing a tract of land (Map 29, Lot 1, Fire Station Proposed Site) for District use and to authorize the payment of \$3,000 per year for ten years to the Town of Warner, NH and further, to raise and appropriate the sum of \$3,000 for the first year's payment.

Martha M. made a motion to recommend the Water District Article 4. Jonathan seconded the motion. Discussion: Kimberley asked because it is a 10-year appropriation do they need a two-thirds vote. Ray said, yes. *The Chair moved the motion for a vote. Roll Call Vote: Alfred – Yes, David – Yes, Martha M – Yes, Jonathan – Yes, Martha B. – Yes, Ray – Yes. (The article was recommended by the Budget Committee Yes – 7, No – 0, Abstain – 0.)*

XI. MEETING CONCLUDED AT 10:36

Alfred asked when they should meet on Thursday to go over revenue. It was determined they will meet Thursday at 6:00 PM. Kimberley asked if another BOS member could attend in Judy's absence. The Chair said, yes.

Alfred made a motion for the committee to reconvene Thursday, February 6 at 6:00 PM in the Town Hall lower meeting room. Martha M. seconded the motion. No discussion. No vote was taken.

Transcribed and Submitted by: Janice L. Loz

Attachments: Fire Department graphs and Charts