



TOWN OF NEW LONDON, NEW HAMPSHIRE

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**BOARD OF SELECTMEN
BUDGET COMMITTEE
JOINT MEETING MINUTES
Monday, October 28, 2019
6:30 PM**

SELECTMEN PRESENT: Nancy Rollins (Chair), Janet Kidder, John Cannon

BUDGET COMMITTEE MEMBERS PRESENT: Rob Prohl (Chair), Joe Cardillo (Vice Chair), Suzanne Jesseman, Jerry Coogan, John Raby, Michael Williams, , Mark Christensen, Chris Lorio

STAFF PRESENT: Kimberly Hallquist, Town Administrator

OTHERS PRESENT: Jay Lyon, Fire Chief; Bob Harrington, Public Works Director; Steve Ensign, Board of Firewards Chair

Chair Rollins called the joint meeting to order at 6:30 PM.

FY2021 Budget Preparation: Public Works

- Highway
- Sewer
- Transfer Station
- Cemeteries
- Town Buildings

Bob Harrington reviewed the line items in the budget that are changing:

General Government Buildings

Highway Garage Maintenance – this line item has been increased by \$1,000. There is an area of the roof that is leaking and needs repair and areas of vinyl siding replacement.

Whipple Hall - There are always repairs that need to be done and there are safety and lighting issues as well.

Cemeteries

Equipment Maintenance and Repair – This amount increased by \$100 due to an increase in prices for supplies and repairs.

Maintenance and Repair Supplies – This line item increased by \$200.

Highway Administration

Full Time Wages – Mr. Harrington noted a significant increase in this line item as he would like to move the Buildings and Maintenance employee to full-time. He explained that there are 25 town-owned buildings to maintain and it would help to have a full-time person to create and organize a maintenance schedule. There is an ample amount of work to be done. The position is currently 20.5 hours per week. This full-time person could help in the winter keeping the sidewalks maintained.

Chair Prohl asked if having a full-time person would help cut down on overtime. Mr. Harrington stated this is difficult to predict as overtime is largely weather driven. John Raby commented that Mr. Harrington seems to be trying to increase the availability of people to do what needs to be done, particularly when conditions are poor or when the unexpected comes up. Mr. Harrington agreed.

Joe Cardillo stated that the Building and Facilities Committee has discussed having a Facilities Director that would oversee and keep track of the buildings and the work that needs to get done. Mr. Harrington stated there is a lot to keep track of and he doesn't have the time. The Building and Facilities committee is working on a long-term plan and this position might overlap with what Mr. Harrington is recommending. Mr. Harrington stated that Mr. Grimes is a major asset to the town.

This plan would result in a decrease in the part time hours. Overtime hours usually goes over budget but this is weather dependent as well.

Telephone – There is an increase in this line item due to providing stipends to Matt Grimes, Bob Harrington and Michael Murphy for cell phone usage. There has never been a stipend for cell phones. These are the employee's personal phones and the town pays a stipend each month towards their plan.

Travels and Meals- this amount has been lowered by \$300.

Conferences and Training – This amount has been increased by \$300. The cost for classes has increased and there is a need for more classes especially when it comes to safety.

Office Supplies – This amount has increased by \$500.

Uniforms & Safety Equipment – This line item has increased by \$500. Safety gear is always needed.

Highway and Streets

Radio Repair – This line item increased by \$200. Radios needed repair last year and more will need repair this year.

Paving Services – No change to this budget amount. Selectman Kidder asked why no paving has been done this year. Mr. Harrington replied that he has been in touch with the paving company but weather has pushed them back and they hope to come this week. The dirt roads that will be paved are Pine Hill and Stoney Brook. Other roads to be paved are Bog Road, Mountain Road and Hillcrest Road. Once frost hits they aren't able to continue with the paving.

Gasoline & Diesel – This line item is also weather driven and Mr. Harrington is anticipating an increase.

Sand – This line item is weather driven and the price went up last year and went over budget. Mr. Harrington increased it from \$45,000 to \$55,000 this year.

Transfer Station

Disposal of Recyclables - This amount increased from \$1,500 to \$5,000. There has been an issue with rising costs and Mr. Harrington has had to use the revolving fund for disposal of certain recyclables (i.e. Fluorescent bulbs, removal of Freon gas from refrigerators and air conditioners).

Chair Rollins stated this continues to be an issue as fees increase for the disposal of propane tanks, electronic waste etc. and asked what other towns and cities are doing. Are they passing any of that on to people that are disposing of these items? Mr. Harrington responded yes, and New London is considering charging fees to help offset the cost. Chair Rollins would like to come up with a fee schedule as there has been such a dramatic increase in cost for the town to dispose of these items.

Equipment Maintenance and Repair – Mr. Harrington increased this amount by \$500 due to aging equipment.

Conferences and Training – This line item was also increased by \$500. There is a solid waste certification that needs to be done through the state. Highway and Transfer station employees all attend this training.

Office Supplies – This line item went up \$50.

Sewer

Wages – Mr. Harrington would like to add a full-time person over at the Sewer Department. He feels this is a safety issue and would like to be able to have an employee do inspections more often. This could be a cost savings in the long run, and it will also help during vacations and time off.

Telephone & Pagers – This was increased due to the tablet they recently received.

Contracted Professional Fees – This item increased by \$1,300.

Conference and Training – This line item increased by \$300 as Mr. Harrington has been sending two employees to more classes. He would like to send them to more classes in the future.

Solid Waste Cleanup

Mr. Harrington reported that the landfill monitoring refers to the monitoring at the Mountain Road facility and the metal facility. The state requires different testing at different times.

Special Waste Drive – New London just hosted a hazardous waste drive which was very busy. The recent invoice that was just received was double what was expected and was a little over \$8,000. The RPC organizes this and then they bill us; they report that 200 cars that we were billed for were New London residents.

Review Minutes from the October 21, 2019 meeting – Deferred until the next meeting.

IT WAS MOVED (Michael Williams) AND SECONDED (Suzanne Jesseman) to adjourn the meeting. THE MOTION WAS APPROVED UNANIMOUSLY

The meeting adjourned at 8:00PM.

Respectfully submitted,

Trina Dawson,

Recording Secretary
Town of New London