



Office of Board of Selectmen

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Budget Committee Meeting Minutes

Tuesday, December 14, 2021, 6:30 p.m.

Tioga Meeting Room, Belmont Mill

Chairman Ronald Mitchell called the meeting to order at 6:30 p.m. Also present were Mark Ekberg, Assistant TA Alicia Jipson, Mark Roberts, Tina Fleming, Sel. Rep. Ruth Mooney, Finance Director Katherine Davis, Tracey LeClair and Roland Coffin, Sharon Ciampi, and Land Use Tech Rick Ball; Albert Akerstrom excused.

Present via the Zoom link dedicated to tonight's meeting were members Norma Patten, Gary Grant, Ken Ellis and Justin Borden. Also present via Zoom link was Town Administrator Jeanne Beaudin. Those members not present in person at the meeting had previously confirmed that they had a viable reason for not being able to attend in person. Chairman Mitchell noted that all votes would be by roll call.

Minutes

Mark Roberts moved the minutes of the meeting held on December 7, 2021 as written; seconded by Ruth Mooney. Chairman Mitchell called for a roll call vote and the motion passed unanimously.

Land Use

Planner Sarah Whearty and Candace Daigle were present to provide an overview of the Land Use Budget. Sarah noted that the department had been very busy during 2021 with an increase in Building Permit applications of 46% and all other applications such as subdivisions, site plan review, change of use, etc., are up 29%. She explained that this year's budget contains a proposed increase in the Land Use Clerk's hours; noting that currently the clerk is shared with Building. The intent is to create a new 25-hour position and the hours currently dedicated to land use by the clerk (7 hours) will move to the Building Inspection budget. She continued to explain that it is likely the Land Use office will see two retirements of tenured staff in the next few years, and by bringing in a new position, the person can be trained by current long time staff members. She feels this will create a nature succession. Selectman Mooney commented that the current workload certainly supported the additional staff but the Selectmen did recommend that the need for additional staff continue to be evaluated annually. Sarah assured the Committee that she will be able to defend or amend the need based on demand in the department. Chairman Mitchell asked about anticipated projects on the horizon; it was noted that Mr. Brouillard may be moving forward with his project on Mile Hill. Candy noted that the Planning Board will be considering two amendments to the Zoning Ordinance at an upcoming public hearing relative to subordinate dwelling units and road standards. She also commented that it had been 20 years since staff had been added to the Land Use office unlike some other departments. Tina Fleming noted that she would be concerned that finding a part-time staff member with the necessary qualifications may be difficult and suggested that perhaps it

would be more beneficial to fill a full-time position. She feels the Town has sacrificed in some ways to keep taxes down.

Norma Patten moved line items 4191-101 through 710 for discussion; seconded by Mark Roberts. Tracey LeClair inquired about the intent to reclassify the Administrative Assistant's position; Candy explained that the intent was to move some of the functions currently undertaken by the Planner to the reclassified position. The title is anticipated to be Land Use Coordinator. Mark Ekberg inquired about the potential of the new hire being a 40-hr position, however felt it should be deferred to the Land Use office and Board of Selectmen. Norma Patten inquired about the increase in the training and mileage line; Candy explained that the department no longer had a vehicle dedicated to its use and staff is now paid a mileage reimbursement for use of their own vehicle in the field. The training amount is used for all of the Land Use committee members as well as staff trainings such as webinars. She also noted that our new Planner is a Professional Engineer and the Planning Board had supported her training and educational needs related to this licensing. Candy also noted there are funds in Legal and Professional fees which would be used for consulting; Candy is anticipated to work a few hours per week through Sarah's 6-month review. Chairman Mitchell noted there were no further questions and called for a vote of the Committee; roll call vote was taken and the motion passed unanimously.

Conservation Commission

Tracey LeClair moved line items 4600-101 through 506 for discussion; seconded by Mark Ekberg. Chairman Mitchell inquired about the Invasive Species Management; Land Use Tech Rick Ball explained that it has been used primarily for mill foil remediation in our lakes and also it has been used for some knotweed in the Andrew Sanborn Farm property, noting that it had been a small amount. Chairman Mitchell noted there were no further questions and called for a vote of the Committee; roll call vote was taken and the motion passed unanimously.

Sunray Shores Water District

TA Beaudin provided an overview of the process of reviewing the district's proposed budget noting that they are self-sufficient and fund their budget through user fees. Tracey LeClair moved the Sunray Shores budget proposal of \$109,106; seconded by Mark Ekberg. Chairman Mitchell noted there were no further questions and called for a vote of the Committee; roll call vote was taken and the motion passed unanimously.

Capital Outlay

Finance Director Katherine Davis provided an overview of requests from the Fire Department for a new Command Vehicle, Replacement of 3 Utility 1 and the Rescue Boat; noting that Chief Newhall was present to provide detailed information. TA Beaudin noted that the Selectmen had not supported the purchase of the Utility vehicle.

Chief Newhall noted that the Department had previously had two command vehicles however when the Town entered into the contract Chief's position with Laconia, one had been transferred to another Town Department for use. He noted that since Assistant Chief Black was hired, she had been using the utility truck. He noted that in most instances they (Chief and Assistant) respond from different locations to a scene and it is important that there be two vehicles. He explained that the new vehicle would be set up as well for fire inspections and investigations. Tracey LeClair moved line item 4902-xxx

Command Vehicle; Sharon Ciampi seconded the motion. Chairman Mitchell noted there were no further questions and called for a vote of the Committee; roll call vote was taken and the motion passed unanimously.

Chief Newhall explained that he had asked the Selectmen to support the replacement of 3 Utility 1 as it is 11 years old with 83,000 miles. He noted that his initial request had included a sander which would not be necessary; he assured everyone that the DPW department does an excellent job maintaining the yard in the winter. He did explain that the Selectmen had been concerned that using the funds at this time for the replacement could impact the future funding for a new ambulance. Mark Ekberg inquired about the annual revenue to the fund; it was noted it is usually about \$250k. Chairman Mitchell strongly recommended that members of the committee visit the departments to see what they have for equipment. Chief Newhall reviewed the current equipment. Tracey LeClair moved the Selectmen's recommendation of -0- for the Utility vehicle; seconded by Tina Fleming. Chairman Mitchell noted there were no further questions and called for a vote of the Committee; roll call vote was taken and the motion passed unanimously.

Chief Newhall reviewed the proposed boat purchase noting that the proposal includes two boats; one for use on the big lake and the other on our smaller lakes, both boats come with trailers. He explained that TA Beaudin had applied for a grant, which Finance Director Davis further explained as the Local Equipment Purchase Program of which there is a potential for \$50,000. The boats are proposed to cost about \$75,000, which would leave \$25,000 from the Ambulance Special Revenue Fund. Selectman Mooney commented that the warrant article would contain language that specified the boats would not be purchased unless the Town is successful in getting the grant. Chairman Mitchell feels it is important to purchase the boats even without the grant. Tracey LeClair moved the \$75,000 for the rescue boats; Tina Fleming seconded the motion. Chairman Mitchell noted there were no further questions and called for a vote of the Committee; roll call vote was taken and the motion passed unanimously.

Discussion followed regarding the proposed Iron and Manganese Treatment Facility estimated to cost \$3,192,000. TA Beaudin explained the need for the facility and that the Town had been awarded \$638,400 in grant funds toward the project from NHDES/ARPA. The importance of clean drinking water was discussed and it was noted that this is the same facility the Town had attempted 2 years ago but the vote had failed. It was noted that the previous warrant had 50% grant funding. TA Beaudin commented that there are other grant funds available for planning purposes that do not require a match. TA Beaudin will be submitting prior to the application deadline. The balance of the project would be bonded however the Town anticipates there will be additional ARPA funds or Build Back Better funds that could be applied for. Tracey LeClair moved the Iron and Manganese Treatment Facility; seconded by Mark Ekberg. Chairman Mitchell noted there were no further questions and called for a vote of the Committee; roll call vote was taken and the motion passed unanimously.

Ruth Mooney moved line item 4909-022 Environmental Contingency for discussion; seconded by Mark Roberts. Finance Director Davis explained what the line is typically used for and what the funds had been used for in 2021. Chairman Mitchell noted there were no further questions and called for a vote of the Committee; roll call vote was taken and the motion passed unanimously.

Ruth Mooney moved the Sewer Pumpstation Improvement project for discussion; seconded by Tracey LeClair. TA Beaudin explained the project, noting that the Coons Point Pumpstation had been new at the time the Town last upgraded pumpstations. She also noted the project includes a new generator for the Shaker Road Pumpstation. The funding is subject to 20% principal forgiveness. Chairman Mitchell

noted there were no further questions and called for a vote of the Committee; roll call vote was taken and the motion passed unanimously.

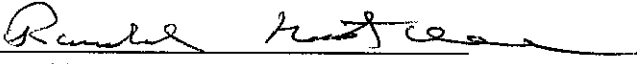
Ruth Mooney moved line items 4915-001 through 702 for discussion; seconded by Tracey LeClair. Sharon Ciampi explained the request by the Cemetery Trustees for \$5,000. Chairman Mitchell inquired of Selectman Mooney the plans for the funds being requested for the Municipal Facilities Capital Reserve. Ruth pointed out the importance of moving forward with the renovations to the Mill which would facilitate Town Hall moving. Chairman Mitchell expressed his opinion that it needs to get done this coming year.

TA Beaudin responded to a question regarding the Road Reconstruction Capital Reserve request, noting Solar Village will be completed in 2022 and that engineering was underway for a section of Seavey Road that had not been paved this past year. She also highlighted the Water System Capital Reserve and the ongoing work to repair Well 1 using ARPA funds.

Chairman Mitchell noted there were no further questions on the Capital Reserve requests and called for a vote of the Committee; roll call vote was taken and the motion passed unanimously.

TA Beaudin noted the Committee's next meeting would be January 4th to wrap up any outstanding items and that the first public hearing would be January 11, 2022.

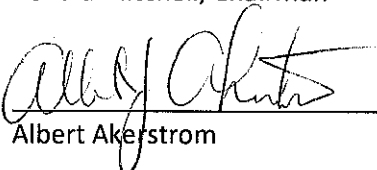
Tracey LeClair moved to adjourn the meeting at 8:30 p.m.; the motion was seconded by Roland Coffin and roll call was taken and there were no objections.



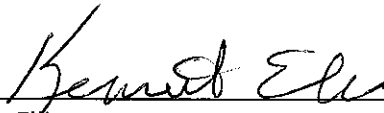
Ronald Mitchell, Chairman



Tracey LeClair, Vice Chairman

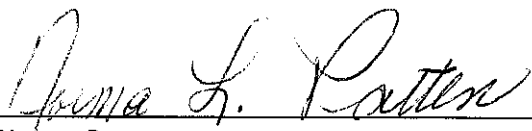


Albert Akerstrom

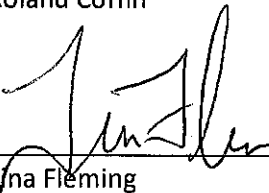


Ken Ellis

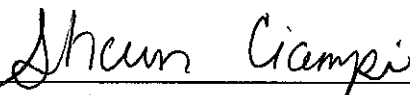
Roland Coffin



Norma Patten



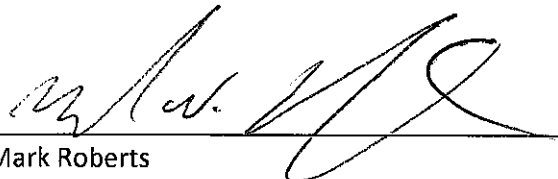
Tina Fleming



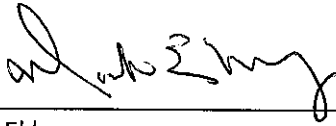
Sharon Ciampi



Justin David Borden



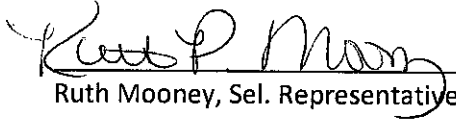
Mark Roberts



Mark Ekberg



Gary Grant



Ruth Mooney, Sel. Representative