Town of Washington

Board of Finance

Special Town Budget Meeting

**April 12, 2018**

Present: Members: Michael Jackson, Craig Schoon, Sally Cornell, Edward Bent, Liddy Adams

Alternates: Keith Templeton, Phyllis Allen, Matt Cain

Selectmen: Mark Lyon, Dave Werkhoven, Jay Hubelbank

Treasurer: Linda McGarr

The meeting was called to order at 4:59 by Michael Jackson.

First Selectman, Mark Lyon presented the 2018-2019 Budget with highlighted items in the Operating Budget:

* Largest percentage change is in salaries. Town Clerk, Tax Collector, and Assessor have above average increase. Selectman Hubelbank prepared a spreadsheet from the information the town receives NHCOG salary survey. He took an average of like size towns to come up with the average salaried for certain positions. He then took 71% of those salaries. We have been under paying those positions and they are all doing excellent work. Two years ago the clerk’s salaries were adjusted.
* A question was asked if length of service has been taken into account. Some more tweaks are being considered for that. Jay said he did take into account of longevity.
  + Phyllis Allen felt that the custodian position should be looked at since he also does the computer work.
* Question was asked if we had job description and Mark said that we did. Jay said it was on his list to compare that to other towns in the future.
* Many positions jobs description are based on state statues.
* Mark stated that there is a review but not written. Something on the to do list in the future
* On State Police contract we budgeted a lower amount that would be for a resident trooper with the grade level between Greg Kenney and Steve Sorti. We won’t know what that number is until one has been assigned. Not sure on the timing of the Resident Trooper. There are five candidates. They are working with their Human Resource department to come up with the question to ask.
* In the Town Police budget we eliminated half a year of one fulltime constable. The theory is to wait for the new Resident Trooper gets settled and then work with him to see what will be needed.
* Sanitation is contracted out and the contract has been the same for three years. There will be e some changes at the transfer station like a compactor which will change how somethings are done. Possible some savings.
* Health Insurance (Anthem) quotes came in with a 25.5 % increase, if we stay with the same insurance. Art Mulligan, our insurance agent, did have other options (UNH/Oxford) which we are in the process of seeing how that would affect the employees. Because of the change in employees with some retiring the total increase will not be the whole 25.5% to the town.
* Pension – Defined Benefit is a 100,000 contribution. The estimate from Pension Consultants was $83,000. Thomas Gershwin from Pension Consultant said this should stay a pretty consistent number since this plan was closed.
* Pension – Defined Contribution increase is due to new employees being hired and eligibility for this pension.
* EMT award went down due to less Volunteers eligible.
* Annual Repairs is for all Town buildings and small project.
* Library went up $7,000 but there was no increase last year.
* The school budget decrease from what was original thought but still an increase to Washington.

**Non - Recurring**

* Several line Items are putting money aside each year for future Equipment purchase.
* Tennis Courts - Artificial Turf Overlay - $30,000
* Bee Brook Firehouse Floor - $31,000
* Titus Road Restoration will be done. Extra funds to complete that
* No new information on Mygatt Road - Hope to have done in the coming year
* Road & Reconstruction for $600,000 which would be in its 6th year. Great strides have been made in the roads. It is voted separately each year at the town meeting. One year $300,000 was used toward the new Highway Garage.
* A request for Kevin Smith to give an update on roads to project if the $600,000 may not been needed in the future.
* For Paving & Drainage we budget based on the state grant. It is budgeted based on what we have received in the current budget year. Since there is a good chance we will not receive our second payment we can only budgeted for the $164,982 that we have received this fiscal year. The state grant is usually around $325,000.

There are two projects that will need to be done. The Rabbit Hill Bridge (culvert) and the Lake Waramaug dam valve. They are not in the 2018-2019 Budget. These two projects would be $500,000. $400,000 for Rabbit Hill and $100,000 for the Dam Valve. The Rabbit Hill is not eligible for state grant. Because our general fund balance is more than the recommended balance per the state and our auditor, the Selectmen recommend that at the Town Meeting to propose Ex-Budget appropriation of these two projects in the amount of $500,000 to come out of the fund balance. We have had a surplus for the last two years of over a million dollars.

The town has been putting $300,000 a year in the budget for bridge work. The town is presently working on several bridges. The bridge work is 80/20 with the state paying 80%. The Rabbit Hill Bridge does not fall under the 80/20 payment because it is not long enough. The town will have to pay for the total repair.

The Board of Finance would like the Rabbit Hill Bridge and the Lake Waramaug dam valve in the 2018-2019 Non-Recurring Budget.

The Board of Finance would like to have no mil rate change.

A motion to adjourn at 6:03

Respectfully submitted,

Linda Kennedy Gomez Financial Administrator