

**Approved
Candia Budget Committee
Meeting Minutes
October 20, 2011**

Members Present: Lynn Chivers, Carla Penfield, Kim Byrd, Carleton Robie, Selectmen's Representative, Ingrid Byrd, School Board Representative, and Cheryl Eastman, Secretary. Christine Watson and Todd Allen arrived late.

Members Absent: Judith Szot

The meeting was called to order at 7:00 p.m.

Meeting with Department Heads Regarding the 2012 Proposed Town Budget
Chuck Whitcher, Solid Waste Department

Chuck said that to come up with the proposed budget he looked at how each line was doing this year, and except for some minor adjustments, was able to keep the budget pretty steady. Lynn Chivers asked if the projected unexpended amount was a total estimate or pretty much true. Chuck replied that there are some expenses that are coming up that are not included in the estimate. He feels there will be a surplus left over, but probably not as much as is estimated at this point. Carla Penfield questioned the new line for part time wages and did this include the part time person that was hired last year. Amanda Soares, the Selectmen's Representative to the Solid Waste Committee replied that she had wanted to see the lines broken out between full time and part time wages. The total wages amount remained the same. There were no new employees proposed. Carleton Robie asked about how the revenues are looking for this year. Chuck replied that they looked good. In the last revenue report he looked at there was approximately \$42,000 and there is about \$5,000 in checks that have not been recorded yet. Carleton Robie asked Chuck about the possible purchase of grapple forks for the skid steer. Chuck confirmed that they would be a big help with baling cardboard because they would save approximately ½ hour of employee time for each bale made. He has no specific cost information yet, but will have some shortly. Carla Penfield asked about the revenues this year in comparison to last year. Chuck reported that the prices on most of the recyclables have gone way down lately. These prices tend to follow the stock market fluctuations. The quantity of recyclables is about the same as last year. He also reported that at the end of 2010, he sold a load of metal and the check was not received and recorded until 2011, so the revenue numbers will be a little off because of that as well. Ingrid Byrd asked why Chuck requested \$1,000 for Clothing Allowance when he has only spent \$300 so far this year. Chuck replied that he will soon be ordering cold weather equipment out of that line and this year all the employee's coveralls will need to be replaced. Ingrid Byrd asked about the request of \$1,750 in Certifications, Dues & Training when so far only \$823 has been spent. Chuck reported that there are three certifications that will be coming out of that line before the end of the year. Ingrid Byrd asked about the Transportation Of Recyclables line as well. In 2011, the line has a budget of \$3,500 and so far only \$1,859 has been spent. Chuck explained that there will be another \$1,000 coming out of that line before the end of the year and he reduced that line by \$500 to keep the budget steady. Chuck also explained that the Communications line includes the phone and internet costs.

Dennis Lewis – Highway Department

Dennis explained that he kept his budget the same as last year. Some lines are already overspent and we are into the Excess Winter Road Maintenance warrant article already. He reported that the Gravel line is overspent due to the mud season. Gravel costs have gone up a lot and he used to regravels two roads a year, but now he does repairs just as needed. Another line that suffers is Asphalt Maintenance. Last year the Selectmen voted to encumber some funds, which in combination with the budget amount enabled him to do paving. He reported that the pavement is failing on Chester Turnpike and Brown Road. Pavement typically has a lifetime of 13 years, maximum. The road bases are fine, just the pavement is failing. Dennis talked about the possibility of doing a warrant article every year for paving, or to encumber funds out of the operating budget at the end of the year for the following year. With asphalt costs now, about \$60,000 will do about ½ to ¾ of a mile of road. Carleton Robie said that the CIP has plans for paving and states that the budgeting should be done for this, but it needs to be seen through. Dennis reported that the town has been keeping pace with paving, but the last three years of floods and severe weather have left us behind. Carleton Robie said that the Board of Selectmen may be looking to do some encumbrances at the end of the year for paving just like last year. Ingrid Byrd asked about the Impact Fees and if any of those can be used for paving. Dennis replied that the impact fees are small amounts and they have to be used within a certain number of years or the funds go back to the developer. In order to use those funds to be enough for paving of any substantial distance of road, the town needs to add some funds out of the budget as well. Dennis reminded the Committee that neglecting pavement maintenance results in the road having to be ground down and reshaped before it can effectively be re-paved. There was continued discussion of the merits of an asphalt maintenance warrant article vs. having the funds included in the operating budget. If it is done as a separate article and removed from the operating budget, if the article fails, then there are no funds for any paving that year. A separate warrant article will ensure that the funds are used only for the purpose of that article (whichever road is specified) and not able to be moved to other purposes. Dennis feels that if it is a separate warrant article, it should be for about \$75,000 to \$100,000. The recent paving of Old Candia Road, which was about 7,000 feet, cost \$90,000 – although they had to do a lot of shimming on that road prior to paving. It was discussed that the warrant article for the next phase of reconstruction of Patten Hill Road will allow Dennis to do some of the top coat on the road. One more year of a warrant article will be enough to finish coat the whole road. Other roads that Dennis will be looking at doing something with are Lane, Green, and Depot Roads. Lynn Chivers commented that all these plans depend on weather and natural disasters as well.

At 7:32, Christine Watson made a motion to adjourn. Seconded by Carleton Robie. All voted in favor. Motion carried.

Minutes respectfully submitted by,
Cheryl Eastman