

**TOWN OF CHESTERFIELD
BUDGET COMMITTEE
MEETING MINUTES
JANUARY 18, 2024**

Present: George Goulet, Chairman; Alex Winn, Vice-Chair, Greg Pratt, Gregg Denzler, Dan Cotter, Judy Idelkope, Selectboard Representative; Bob Sutherland, Burt Riendeau, Sandra Jaskolski and Rick Cooper (arrived at 7:35 PM), Chesterfield Fire Representative.

Absent: Ege Cordell, School Board Representative; Rob Hodgkins, Spofford Fire Representative; and Peter Browne

Chairman Goulet called the meeting to order at 7:01 PM.

Minutes- Pratt moved January 2nd minutes for discussion. The motion was seconded by Winn. Cotter moved January 2nd as amended. The motion was seconded by Pratt and passed by majority. Sutherland Abstained.

ARTICLE 4: Operating Budget at \$4,389,249. Goulet remarked that the omnibus budget is up 4.6%. CPI is currently at 3.6%; PPI at 2.5%.

ARTICLE 5: To see if the town will vote to establish an Office of Emergency Management Expendable Trust Fund under the provisions of RSA 31:19-a for the purpose of having funds available if an emergency (weather related, natural disasters, terrorism, and the like) is to arise and associated costs and to raise and appropriate the sum of \$1,000 to be placed in this fund. Further, to name the Board of Selectmen as agents to expend from said fund. (Majority Vote Required)

ARTICLE 6: To see if the Town will vote to raise and appropriate the sum of \$29,000 to be added to the already established IT Expendable Trust Fund, or act in any way related thereto. (Majority Vote Required).

Idelkope indicated this would be a recurring request for \$29,000 into the IT Expendable Trust Fund to accommodate their IT capital replacement plan.

ARTICLE 7: To see if the Town will vote to raise and appropriate the sum of \$12,200 to purchase two new laptops, one Toughbook, server storage increase and Firewall firmware update and associated costs for installation and authorize the withdrawal of the sum of \$12,200 from the IT Expendable Trust Fund. (Majority Vote Required)

ARTICLE 8: To see if the Town will vote to raise and appropriate the sum of \$383,320 for the purpose of resurfacing of paved roads and maintenance of gravel Town roads, or act in any way related thereto, said appropriation to be partially offset by the Highway Block Grant funds from the State of New Hampshire in the amount of \$150,900 and the Special Highway Block Grant in the amount of \$42,616. If the grant is not fully received, the remainder to be raised through taxation along with the \$189,804 that will be raised from taxation. This is a special warrant article per RSA 32:3 VI (c). (Majority Vote Required).

Alissa stated that the wording had been approved by DRA.

ARTICLE 9: To see if the Town will vote to raise and appropriate the sum of \$160,000 to be added to the already established Highway Heavy Equipment Capital Reserve Fund, or act in any way related thereto. (Majority Vote Required)

ARTICLE 10: To see if the Town will vote to raise and appropriate the sum of \$256,000 to purchase a new 35,000 GVW Truck and associated equipment for the Highway Department and authorize the withdrawal of the sum of \$256,000 from the Highway Heavy Equipment Capital Reserve Fund. (Majority Vote Required)

For Articles 9 & 10 the word Heavy needs to be removed. The Highway Equipment CRF was created in 1959.

ARTICLE 11: To see if the Town will vote to raise and appropriate the sum of \$25,000 to be added to the already established Roadways Construction/Reconstruction Capital Reserve Fund, or act in any way related thereto. (Majority Vote Required)

ARTICLE 12: To see if the Town will vote to raise and appropriate the sum of \$26,400 to be added to the already established Revaluation Capital Reserve Fund, or act in any way related thereto. (Majority Vote Required)

ARTICLE 13: To see if the Town will vote to raise and appropriate the sum of \$24,000 for year two of a five year full cyclical revaluation and authorize the withdrawal of the sum of \$24,000 from the revaluation capital reserve fund. (Majority Vote Required)

This is actually year 3 of a 5 year cyclical schedule.

ARTICLE 14: To see if the Town will vote to raise and appropriate the sum of \$30,000 to be added to the already established Town Buildings Maintenance Capital Reserve Fund, or act in any way related thereto. (Majority Vote Required)

ARTICLE 15: To see if the Town will vote to raise and appropriate the sum of \$108,880 and authorize the withdrawal of the sum of \$108,880 from the Town Buildings Maintenance Capital Reserve Fund, to support the following, or act in any way related thereto. This is a special warrant article per RSA 32:3 VI (c). (Majority Vote Required)

Paving of Town Hall and Town Office Parking Lot	78,880
Caulking of Town Hall	1,000
Caulking of Historical Society	6,000
Transfer Station Light Fixtures	3,000
Library Front Door	13,000
Library Window	2,000
Town Office Light Fixtures	5,000
TOTAL	108,880

The Town Office Parking Lot was a 2023 project put off from last year. Goulet was going to verify the Library front door at \$13,000.

ARTICLE 16: To see if the town will vote to raise and appropriate the sum of \$44,000 to be added to the already established Police Cruiser Capital Reserve Fund, or act in any way related thereto. (Majority Vote Required).

A cruiser was purchased last year from Police Budget Surplus.

ARTICLE 17: To see if the Town will vote to raise and appropriate the sum of \$19,500 to be added to the already established Police Department Equipment Capital Reserve Fund, or act in any way related thereto. (Majority Vote Required)

ARTICLE 18: To see if the Town will vote to raise and appropriate the sum of \$13,000 to purchase firearms and associated equipment and authorize the withdrawal of the sum of \$13,000 from the Police Department Equipment Capital Reserve Fund for that purpose, or act in any way related thereto. (Majority Vote Required)

ARTICLE 19: To see if the Town will vote to raise and appropriate the sum of \$3,000 for a cruiser mounted radar and installation and authorize the withdrawal of the sum of \$3,000 from the Police Department Equipment Capital Reserve Fund for that purpose, or act in any way related thereto. (Majority Vote Required)

ARTICLE 20: To see if the Town will vote to raise and appropriate the sum of \$1,200 for a bullet proof vest and authorize the withdrawal of the sum of \$1,200 from the Police Department Equipment Capital Reserve Fund for that purpose, or act in any way related thereto. (Majority Vote Required)

ARTICLE 21: To see if the town will vote to establish a Parks & Recreation Capital Improvements Capital Reserve Fund under the provisions of RSA 35:1 for future capital improvements to Parks & Recreation facilities. Further, to name the Board of Selectmen as agents to expend from said fund. (Majority Vote Required)

ARTICLE 22: To see if the town will vote to raise and appropriate the sum of \$12,706 to be added to the Parks & Recreation Capital Improvements Capital Reserve Fund previously established. This sum comes from unassigned fund balance. This amount is calculated by the amount of income that exceeds the expenses spent by the Parks & Recreation Department budget in 2023. No amount to be raised from taxation. (Majority vote required)

Articles 21 & 22 – These articles seek to establish and fund a new Parks & Recreation Capital Improvements Capital Reserve Fund. If Article 21 does not pass Article 22 will be withdrawn.

ARTICLE 23: To see if the Town will vote to raise and appropriate the sum of \$2,000 to be added to the already established Parks and Rec Pickup Truck Expendable Trust Fund, or act in any way related thereto. This is a special warrant article per RSA 32:3 VI (c). (Majority Vote Required)

ARTICLE 24: To see if the Town will vote to raise and appropriate the sum of \$500 to be added to the already established Parks and Rec 4x4 All-Terrain Vehicle Capital Reserve Fund, or act in any way related thereto. This is a special warrant article per RSA 32:3 VI (c). (Majority Vote Required)

ARTICLE 25: To see if the Town will vote to raise and appropriate the sum of \$500 to be added to the already established Parks and Rec Activities Enhancements Expendable Trust Fund, or act in any way related thereto. This is a special warrant article per RSA 32:3 VI (c). (Majority Vote Required).

ARTICLE 26: To see if the Town will vote to raise and appropriate the sum of \$3,000 to be added to the already established Wildland Fire Suppression Expendable Trust Fund, or act in any way related thereto. This is a special warrant article per RSA 32:3 VI (c). (Majority Vote Required).

These funds are used for fires in Town Forests.

ARTICLE 27: To see if the Town will vote to raise and appropriate the sum of \$6,000 to be added to the already established Cemetery Truck Replacement Expendable Trust Fund, or act in any way related thereto. This is a special warrant article per RSA 32:3 VI (c). (Majority Vote Required)

ARTICLE 28: To see if the Town will vote to raise and appropriate the sum of \$2,500 to be added to the already established Cemetery Mower Replacement Expendable Trust Fund, or act in any way related thereto. This is a special warrant article per RSA 32:3 VI (c). (Majority Vote Required)

ARTICLE 29: To see if the Town will vote to raise and appropriate the sum of \$750 to be added to the already established General Cemetery Care Expendable Trust Fund, or act in any way related thereto. This is a special warrant article per RSA 32:3 VI (c). (Majority Vote Required)

ARTICLE 30: To see if the Town will vote to raise and appropriate the sum of \$500 to be added to the already established ROW (Right-of-Way) Survey Expendable Trust Fund, or act in any way related thereto. This is a special warrant article per RSA 32:3 VI (c). (Majority Vote Required)

ARTICLE 31: To see if the Town will vote to raise and appropriate the sum of \$10,000 to be added to the already established Spofford Lake Control and Remediation of Invasive Species Expendable Trust Fund, or act in any way related thereto. This is a special warrant article per RSA 32:3 VI (c). (Majority Vote Required)

ARTICLE 32: To see if the Town will vote to raise and appropriate the sum of \$20,000 to be added to the already established Transfer Station Heavy Equipment Capital Reserve Fund, or act in any way related thereto. This is a special warrant article per RSA 32:3 VI (c). (Majority Vote Required).

ARTICLE 33: To see if the Town will vote to raise and appropriate the sum of \$14,200 for the complete set-up for video and audio conferencing in the Jon McKeon meeting room with associated equipment, or act in any way related thereto. This sum to come from taxation. (Majority Vote Required).

Alissa indicated that our current set-up is unsatisfactory and that participants frequently complain about poor audio quality. Idelkope advised that all secretaries and committee chairs will be trained on its use.

ARTICLE 34: To see if the Town will vote to raise and appropriate the sum of \$16,000 for new radios, antenna, and base stations with associated equipment for the Highway Department, or act in any way related thereto. This sum to come from taxation. (Majority Vote Required)

The committee questioned the need. The answer is there are some cell dead spots in town where these radios would enable communication. Winn then suggested that we revisit the personal cell phone stipends that are awarded to the Highway Department. Jaskolski indicated that once benefits like these are given, they are very difficult to withdraw. Cooper indicated the fire department does not award phone stipends, and that all fire department calls are directed to the personal phones of his volunteers.

ARTICLE 35: To see if the Town will vote to raise and appropriate the sum of \$30,000 for the development of the Master Plan. This will be a non-lapsing appropriation per RSA 32:7, VI and will not lapse until the Master Plan is completed or by December 31, 2028, whichever is sooner, or act in any way related thereto. (Majority Vote Required)

ARTICLE 36: To see if the Town will vote to raise and appropriate the sum of \$10,500 to enable the Chesterfield Revitalization Group, a subcommittee of the Economic Development Committee, to pursue the revitalization of the Old Electrosonics property. Funding to be used for legal support, grant writing, marketing, office supplies, printing, application fees, and other related expenses of investigating the feasibility of rehabilitation of this property. This sum comes from taxation. (Majority vote required).

It was indicated there are some forthcoming public information sessions. The committee discussed the risk related to the contamination at this “brown field” site. Cotter indicated the town should never take ownership of this property.

ARTICLE 37: To see if the Town will vote to raise and appropriate the sum of \$29,388 to support the following, or act in any way related thereto. This is a special warrant article per RSA 32:3 VI (d). (Majority Vote Required)

Home Health, Meals on Wheels	8,662
Monadnock Family Services / Mental Health	4,440
Community Kitchen	2,758
The Gathering Place	1,000
Chesterfield Senior Meals	2,000
VNA & Hospice	1,500
Monadnock Child Advocacy Center	1,100
Big Brothers Big Sisters	400
MCVP Crisis & Prevention Center	963
Hundred Nights Inc	1,333
CASA	500
Community Volunteer Transportation	500
Southwestern Community Services	<u>4,232</u>
TOTAL	29,388

Estimated Revenues - Revenues are reported conservatively at \$1,909,991. These are revenues and interfund transfers. They are reconciled in September in advance of our 2nd property tax invoice.

Capital Reserves and Expendable Trust Fund Deposits and Withdrawals - The Committee asked for estimated balances. Goulet questioned the Parks & Rec Activities Enhancement expendable trust fund. It was indicated that this fund is for the start-up of new programs such as; starting the kayak rental operation. If successful, costs transfer into the operating budget the next year.

Corrected Budgets - Ambulance is down \$4,000. The final Library Budget was reviewed. Minor Changes for Misc Health Agencies, Planning Board and General Government Buildings were reviewed.

Ex Officio Reports – There were no reports given.

Other - Filing for candidacy is 1/24 – 2/2. We have 2 1-year and 3 3-year terms to fill. Peter and Dan agreed to file for the 1-year terms. If you become an elected Selectman, you cannot also hold an elected position on the Budget Committee. However you can be assigned to represent the Select Board on the Budget Committee.

School – The School offered space to meet with the Budget Committee for presentation of the 2024-2025 school Budget at 10 AM on Saturday.

Pratt moved to adjourn at 8:35 PM. The motion was seconded by Dan and passed unanimously.

Respectfully Submitted,

Amy LaFontaine
Secretary