

46 Mr. Croteau stated that he has seen some of the ZBA meetings and told Mr. Welch he has been
47 doing a great job.

48
49 Ms. Takesian noted that there was a request from the ZBA to make Mr. Welch's term a three-
50 year term to keep the terms staggering. Otherwise, three members will expire in 2024. Chairman
51 Cote stated that the terms are supposed to be one or two years long each, and they cannot change
52 the terms. He added that they will move forward with him filling the vacancy, and then figure
53 out the term.

54
55

56 **MOTION:** (Corbett/Croteau) To appoint Matthew Welch to fill the remainder of the vacant
57 term on the ZBA, ending in March, 2024.

58

59 **VOTE:** (5-0-0) The motion carried.

60

61

62 **REVIEW AND VOTE OF THE 2024 TOWN BUDGET**

63

64 **Town Assessor**

65

66 Chairman Cote stated that the 2023 budget for the Town Assessor is \$229,193.00. The 2024
67 requested budget is \$240,825.00. This is an increase of \$11,632.00.

68

69 **MOTION:** (Croteau/Corbett) To accept the 2024 requested budget for the Town Assessor.

70

71 **VOTE:** (5-0-0) The motion carried.

72

73

74 **Budget Committee**

75

76 Chairman Cote stated that the Budget Committee has a budget request for \$2.00.

77

78 **MOTION:** (Croteau/Corbett) To accept the 2024 operating budget for the Budget Committee.

79

80 **VOTE:** (5-0-0) The motion carried.

81

82

83 **Cable**

84

85 Chairman Cote stated that the 2023 operating budget for Cable was \$172,837.00. The 2024
86 requested budget is \$172,066.00. This is a \$771.00 decrease.

87

88 Chairman Cote noted that they are removing the Forestry Committee meeting videoing cost of
89 \$2,880.00. Ms. Corbett stated that at the last Forestry Committee meeting, there was discussion
90 in regards to the publication of meeting minutes not being completed in a timely manner. This
91 led her to believe that there might be sufficient interest in the videos for people who cannot make

92 the meetings. Chairman Cote noted that the videos for the meetings are not necessary for any
93 legal reasons, and this is a way they can get the budget down. Mr. Croteau noted that he was the
94 Board of Selectmen representative for the Forestry Committee last year, and he felt the meetings
95 were out of control, so he requested the meetings be recorded to help unite the Board. Ms.
96 Corbett agreed that things have gotten better this year, but there is still public interest in the
97 meetings.

98

99 **MOTION:** (Cote/Croteau) To remove \$2,880.00 from the Cable budget for the video taping
100 of the Forestry Committee meetings.

101

102 **VOTE:** (3-2-0) The motion carried.

103

104 Chairman Cote asked Mr. Demers what the new budget is for Cable after removing the video
105 taping of the Forestry Committee meetings. Mr. Demers stated that it is \$169,186.00.

106

107 **MOTION:** (Corbett/Croteau) To accept the 2024 operating budget for Cable.

108

109 **VOTE:** (4-1-0) The motion carried.

110

111

112 **Cemetery**

113

114 Chairman Cote stated that the 2023 operating budget for the Cemetery was \$177,573.00. The
115 2024 requested budget is \$281,002.00. This is an increase of \$103,429.00.

116

117 Chairman Cote stated that the Board of Selection does not have say in the Cemetery budget,
118 since they are their own independent agent, therefore no motion or approval is needed.

119

120

121 **Conservation**

122

123 Chairman Cote stated that the 2023 operating budget for Conservation was \$10,700.00. The 2024
124 requested budget is \$11,000.00. This is a \$300.00 increase.

125

126 **MOTION:** (Takesian/Croteau) To accept the 2024 operating budget for Conservation.

127

128 **VOTE:** (5-0-0) The motion carried.

129

130

131 **Debt Services**

132

133 Chairman Cote stated that there is no motion or approval needed for Debt Services. The 2023
134 operating budget for Debt Services was \$68,881.00. The 2024 requested budget is \$52,857.00.
135 This is a \$16,024.00 decrease.

136

137

138 **Debt Service Principle**

139

140 Chairman Cote stated that there is no motion or approval needed for Debt Service Principle. The
141 2023 operating budget for Debt Service Principle was \$487,416.00. The 2024 requested budget
142 is \$363,170.00. This is a \$124,246.00 decrease.

143

144 Ms. Takesian asked if there is a decrease due to a loan falling off. Ms. Penny stated that two
145 loans have fallen off. The two loans are the 2013 Conservation bond and the 2014 fire rescue
146 pumper and Ford Focus.

147

148

149 **Elections**

150

151 Chairman Cote stated that the 2023 operating budget for Elections was \$18,143.00. The 2024
152 requested budget is \$65,868.00. This is a \$47,725.00 increase.

153

154 Chairman Cote noted that there are four elections next year, and the budget increases by this
155 much every four years.

156

157 **MOTION:** (Corbett/Croteau) To accept the 2024 operating budget for Elections.

158

159 **VOTE:** (5-0-0) The motion carried.

160

161

162 **Emergency Management**

163

164 Chairman Cote stated that the 2023 operating budget for Emergency Management was
165 \$10,673.00. The 2024 requested budget is \$10,781.00. This is a \$108.00 increase.

166

167 **MOTION:** (Croteau/Corbett) To accept the 2024 operating budget for Emergency
168 Management.

169

170 **VOTE:** (5-0-0) The motion carried.

171

172

173 **Fire Department**

174

175 Chairman Cote stated that the 2023 operating budget for the Fire Department was \$2,918,972.00.
176 The 2024 requested budget is \$3,178,554.00. This is a \$259,582.00 increase.

177

178 **MOTION:** (Croteau/Corbett) To reduce the 2024 increase for the vacant deputy chief salary
179 over the 2023 number from the Fire Department's budget in the amount of
180 \$18,720.00.

181

182 Chairman Cote motioned this for discussion.

183

184 Chairman Cote suggested making the deputy chief position a part-time position at the cost of
185 \$56,160.00. He explained that this position was offered to current employees but was declined,
186 and they have operated with this as a part-time position in the past. He suggested keeping it as a
187 part-time position until the Fire Department can decide how they want to proceed with the
188 position. He added that they currently do not have anyone in the role, and are struggling to fill
189 the position.

190

191 Ms. Takesian asked if they cannot fill the position as a full-time position at \$93,000.00, why
192 would they drop it to a part-time position. Chairman Cote stated that the position was filled when
193 it was a part-time position, and part-time positions are geared towards experienced fire fighters
194 who are retired but still want to work part-time as they collect their retirement. Ms. Penny stated
195 that this is accurate.

196

197 **MOTION:** (Corbett/Croteau) To reduce the 2024 increase for the vacant deputy chief salary
198 over the 2023 number from the Fire Department's budget in the amount of
199 \$18,720.00.

200

201 **VOTE:** (2-3-0) The motion failed.

202

203

204 **MOTION:** (Cote/Takesian) To reduce the deputy chief position from a full-time position to a
205 part-time position at \$56,160.00.

206

207 **VOTE:** (2-3-0) The motion fails.

208

209 Chairman Cote explained that since both motions failed, the deputy chief position will remain a
210 full-time position at the requested salary.

211

212 Chairman Corbett requested to bring her original motion back to the floor.

213

214 **MOTION:** (Corbett/Bergeron) To reduce the 2024 increase for the vacant deputy chief salary
215 over the 2023 number from the Fire Department's budget in the amount of
216 \$18,720.00.

217

218 **VOTE:** (3-2-0) The motion carried.

219

220 Ms. Takesian asked if the position will remain full-time. Chairman Cote confirmed that it will be
221 full-time, but they can still hire someone part-time if needed.

222

223 Chairman Cote wanted to discuss the line item for the HP Laserjet Pro 400 and supplies. He
224 wondered why the line item increased to \$2,070.00. He added that this is the highest print budget
225 in Town.

226

227 Lieutenant Ignatowicz approached the Board to discuss the printing budget. Chairman Cote
228 asked him if they are able to decrease the budget to \$1,800.00 like in 2023. Lieutenant
229 Ignatowicz explained that this number is based on the price of supplies and amount they use.

230 Chairman Cote asked if they used the whole \$1,800.00 last year for printing. Lieutenant
231 Ignatowicz stated they did.

232

233 Ms. Takesian asked what the copies are for. Lieutenant Ignatowicz stated they issue over 2000
234 burn permits per year, as well as medical documents for patient care reports and other permits.
235 There is also more printing used for other daily operations. Ms. Takesian asked if they charge
236 people for the permits or paperwork. Lieutenant Ignatowicz stated they do not charge people.

237

238 Chairman Cote explained that he does not think they print more than the Planning Department,
239 and their printing budget was lower than the Fire Department's.

240

241 Mr. Croteau stated that the Planning Department sent \$600.00 last year for printing supplies, and
242 Town Hall spent \$550.00 for printing supplies.

243

244 **MOTION:** (Cote/Croteau) To reduce the budget for printing and supplies back to \$1,800.00.

245

246 **VOTE:** (5-0-0) The motion carried.

247

248 Mr. Croteau told Lieutenant Ignatowicz that there is still time to come back in and prove why
249 they need the budget for printing increased during reconsideration. Lieutenant Ignatowicz stated
250 he will bring in their information on printing.

251

252 **MOTION:** (Corbett/Bergeron) To remove the engineering costs of the four-bay garage,
253 reducing the budget by \$20,000.00.

254

255 **VOTE:** (5-0-0) The motion carried.

256

257 Lieutenant Ignatowicz stated that he has reached out to multiple engineers but have not heard
258 back on any numbers yet. Mr. Croteau added that there were questions on the deed restrictions as
259 well. Lieutenant Ignatowicz explained that looking into this was part of the engineering costs.

260

261 Chairman Cote asked Lieutenant Ignatowicz how many staff cars they have. Lieutenant
262 Ignatowicz stated that they have a car for the chief, the inspector, the deputy and they kept the
263 old inspector car, so there are four total cars. Chairman Cote asked if there is enough driving to
264 have a \$1,000.00 budget for tires every year and asked if they can reduce the number to one for
265 next year. Lieutenant Ignatowicz stated that they put this in the budget in case they need it.

266 Chairman Cote asked if they checked the tires recently to see their condition. Lieutenant
267 Ignatowicz stated the tires are currently in good condition, but if they need to be replaced they
268 like to have the money in the budget.

269

270 Mr. Croteau asked what they use the extra staff car for. Lieutenant Ignatowicz explained that if a
271 staff member needs to get parts or medications, they use the staff car instead of a fire truck or
272 ambulance. He added that the staff car is cheaper to operate and they like having the fire trucks
273 and ambulances available for emergencies.

274

275 **MOTION:** (Cote/Croteau) To remove the \$500.00 increase in line 305 in the general
276 maintenance budget, to make this budget level-funded at \$3,500.00.

277

278 **VOTE:** (4-1-0) The motion carried.

279

280 **MOTION:** (Cote) To remove the \$500.00 increase on line 306 in the preventative
281 maintenance budget, to make this budget level-funded at \$2,000.00.

282

283 There was no second motion. The motion failed.

284

285 Chairman Cote asked how much trash is produced weekly at the Fire Station. Lieutenant
286 Ignatowicz stated that he is unsure of the amount. Chairman Cote asked if they would be able to
287 bring the trash to the dump a couple times per week. Lieutenant Ignatowicz stated that they do
288 not have a pickup truck. Chairman Cote suggested they hook up their trailer to the SUV they
289 have to haul the trash. Lieutenant Ignatowicz stated that they used to do this, but then he got
290 sprayed by a skunk. Chairman Cote noted that this is not the only department he is suggesting do
291 this. Mr. Croteau asked if they are in a contract with the dumpster. Town Administrator Roark
292 stated that he has to look into this, but he thinks they can cancel at any time.

293

294 Chairman Cote asked what the new budget is for the Fire Department. Mr. Demers stated that the
295 new requested budget is \$3,137,264.00.

296

297 **MOTION:** (Croteau/Bergeron) To accept the 2024 operating budget for the Fire Department.

298

299 **VOTE:** (5-0-0) The motion carried.

300

301

302 **Health Officer**

303

304 Chairman Cote stated that the 2023 operating budget for the Health Officer was \$87,956.00. The
305 2024 requested budget is \$75,892.00. This is a \$12,064.00 decrease.

306

307 Chairman Cote asked if they could reduce the number of hours per week from twenty hours to
308 sixteen hours. This would bring the salary budget from \$31,200.00 to \$24,960.00, saving
309 \$6,240.00.

310

311 **MOTION:** (Cote/Takesian) To reduce the number of hours per week for the Health Officer
312 from twenty hours to sixteen hours.

313

314 This was motioned for discussion.

315

316 Town Administrator Roark stated that if there is a pandemic event, they may need more hours
317 for the position, but other than that he is comfortable with the change. Chairman Cote agreed and
318 stated they can divert funds if this is the case. Ms. Corbett agreed with Town Administrator
319 Roark, and added that she wants the Town to be ahead of any issues that may arise.

320

321 Ms. Corbett asked how many hours the Health Officer is currently working per week. Town
322 Administrator Roark stated that he is consistently working under twenty hours per week, and
323 added that the position is event based.

324
325 Mr. Croteau asked how many hours the Health Officer worked during the Covid Pandemic.
326 Chairman Cote stated that the position was forty hours per week during the height of the
327 Pandemic.

328
329 **MOTION:** (Cote/Takesian) To reduce the number of hours per week for the Health Officer
330 from twenty hours to sixteen hours.

331
332 **VOTE:** (4-1-0) The motion carried.

333
334
335 Chairman Cote explained that they have \$2,100.00 in the budget for tick control, but he does not
336 think they need that much.

337
338 **MOTION:** (Cote) To remove the \$2,100.00 from the budget for tick control.

339
340 The motion was seconded for discussion.

341
342 Mr. Bergeron stated that \$2,100.00 is not a lot of money to protect children from Lyme Disease.
343 Chairman Cote asked if the Town was liable for this. Ms. Takesian stated that the Town is not
344 liable, but he does not want kids getting Lyme Disease. Chairman Cote asked Town
345 Administrator Roark where they spray for ticks in Town. Town Administrator Roark stated that
346 there is tick control in all of the Town's parks. He added that he has heard there are a lot more
347 diseases from ticks than just Lyme Disease, and high traffic area for kids need to be controlled.

348
349 Chairman Cote asked Mr. Demers for the updated 2024 budget. Mr. Demers stated that, with the
350 one removal, the new 2024 requested budget for Health Services is \$69,652.00.

351
352 **MOTION:** (Takesian/Croteau) To accept the 2024 operating budget for the Health Officer.

353
354 **VOTE:** (5-0-0) The motion carried.

355
356
357 **Health Services**

358
359 Chairman Cote stated that the 2023 operating budget for Health Services was \$73,700.00. The
360 2024 requested budget is \$45,800.00.

361
362 Mr. Croteau asked if this budget is reflecting the five organizations that applied for funds
363 through the Town. Ms. Penney stated that it is, and they left the Red Cross in the budget for
364 contingency because they did make other donations last year.

365
366 **MOTION:** (Corbett/Croteau) To accept the 2024 operating budget for Health Services.

367
368 **VOTE:** (5-0-0) The motion carried.

369
370
371 **Highway Maintenance**

372
373 Chairman Cote stated that the 2023 operating budget for Highway Maintenance was
374 \$2,254,522.00. The 2024 requested budget is \$2,336,633.00. This is an increase of \$82,111.00.

375
376 **MOTION:** (Corbett/Bergeron) To fund the Highway Department's replacement of the 2010
377 dump truck listed in 2024's column of the CIP under Highway, at an estimated
378 cost of \$186,563.00, with Highway Block Grant funds, and remove the
379 \$186,563.00 from the Highway Department's budget.

380
381 **VOTE:** (5-0-0) The motion carried.

382
383 Ms. Corbett stated she would like to commend the Highway Department for being so smart with
384 their grant money, which allows them to have this option. Chairman Cote agreed.

385
386 **MOTION:** (Cote) To Reduce the repairs budget from \$50,000.00 back to a level-funded
387 \$40,000.00, removing the \$10,000.00 increase.

388
389 This motion was seconded for discussion.

390
391 Mr. Croteau asked Mr. Hoffman, Highway Director, why he had a \$10,000.00 increase for the
392 repairs budget. Mr. Hoffman explained that he can bring in receipts showing that they have spent
393 more money in the past year, as repair and labor costs continue to rise. Chairman Cote asked if
394 he thinks he will be at \$40,000.00 for this year. Mr. Hoffman stated he will be. Chairman Cote
395 asked if they could meet him half way, at a \$5,000.00 increase. Mr. Hoffman explained that this
396 could work, as they got a new truck and it will not need as many repairs as the old truck it
397 replaced.

398
399 Chairman Cote asked if the Board is okay reducing the repairs budget by \$5,000.00. Mr.
400 Bergeron thinks the \$10,000.00 increase should be left alone. Mr. Croteau and Ms. Takesian
401 agreed.

402
403 Chairman Cote noted that they spend \$37,000.00 per year for street sweeping, but they could
404 purchase their own street sweeper starting at \$55,000.00. Ms. Corbett stated that they could put it
405 as a warrant article. Mr. Hoffman stated that he has wanted to request one in the past, but last
406 year he requested the catch basin instead. He added that they would not need a large street
407 sweeper since the Town is not very large. He stated he can look into it more. Ms. Takesian asked
408 if it would require additional personal. Mr. Hoffman noted that they more things they take on,
409 the thinner his crew is spread for other jobs. Mr. Hoffman stated that he may need another
410 employee if they took on another vehicle. Chairman Cote and Mr. Croteau stated that it is
411 probably better if they spend \$37,000.00 to have someone else do it instead.

412

413 Chairman Cote asked Mr. Demers what the updated budget is for the Highway Department. Mr.
414 Demers stated that the new budget is \$2,150,070.00.

415

416 **MOTION:** (Croteau/Takesian) To accept the 2024 operating budget for the Highway
417 Department.

418

419 **VOTE:** (5-0-0) The motion carried.

420

421

422 **Human Services**

423

424 Chairman Cote stated that the 2023 operating budget for Human Services was \$75,640.00. The
425 2024 requested budget is \$75,650.00. This is a \$10.00 increase.

426

427 **MOTION:** (Corbett/Croteau) To accept the 2024 operating budget for the Human Services.

428

429 **VOTE:** (5-0-0) The motion carried.

430

431

432 **Insurance**

433

434 Chairman Cote asked Ms. Penny if they were ready to discuss the budget for Insurance. Ms.
435 Penny explained that this number is still an estimated place hold, and she will not have the final
436 numbers until October. There is a \$50,000.00 contingency, but one employee just changed plans
437 which changes a lot. She recommends waiting until October to discuss this.

438

439 Chairman Cote stated that, as of now, the 2024 requested budget for Insurance is \$3,380,115.00.
440 No motion or approval is needed at this time.

441

442

443 **Legal**

444

445 Chairman Cote stated that the 2023 operating budget for Legal was \$96,000.00. The 2024
446 requested budget is \$127,500.00. This is a \$31,500.00 increase.

447

448 Chairman Cote stated that there is an increase because they have been spending that amount
449 every year.

450

451 **MOTION:** (Corbett/Bergeron) To accept the 2024 operating budget for Legal.

452

453 **VOTE:** (5-0-0) The motion carried.

454

455

456 **Library**

457

458 Chairman Cote stated that the budget for Library, as of now, is a placeholder. The 2023
459 operating budget for the Library was \$536,656.00. The 2024 requested budget is \$559,072.00.
460 This is a \$22,416.00 increase.

461
462 Chairman Cote stated that there is no motion or approval needed at this time.

463
464

465 **Parks and Recreation**

466

467 Chairman Cote stated that the 2023 operating budget for Parks and Recreation was \$294,414.00.
468 The 2024 requested budget is \$301,123.00. This is a \$6,709.00 increase.

469

470 **MOTION:** (Takesian/Corbett) To accept the 2024 operating budget for Parks and Recreation.

471

472 **VOTE:** (5-0-0) The motion carried.

473

474 Town Administrator Roark asked Chairman Cote if the Board would like to have a discussion
475 about the Muldoon Park playground renovation becoming a warrant article or if it should be
476 added into their operating budget. Ms. Takesian asked if there is any outside money that can help
477 with the renovation. Town Administrator Roark explained that they are in the process of
478 applying for a grant that would cover 50% of the costs. Ms. Takesian asked about ARPA funds.
479 Town Administrator Roark stated that they have discussed different options, and have talked
480 about putting the warrant article out for the 50% they need to match the grant, contingent if they
481 receive the grant money.

482

483 Ms. Takesian asked how much is needed for the renovation. Ms. Penny stated that they will need
484 to appropriate around \$122,000.00. Mr. Johnson, the Parks and Recreation Director, stated that
485 they have been officially invited to apply for the grant and he is confident they will receive the
486 grant. He added that the State approving them means they are happy with the project. If they
487 receive the grant, they will need to match it at around \$66,000.00.

488

489 Mr. Croteau asked what happens if they are awarded the grant but the warrant article fails. Ms.
490 Penny stated that they would have to decline the grant. Town Administrator Roark asked if they
491 would be able to use ARPA funds if available, since there are no tax implication when using
492 those funds. Ms. Penny stated that they could. Ms. Takesian questioned if they were allowed to
493 go against the warrant article. Town Administrator Roark explained that he though they could
494 since they would not be using tax money if they used ARPA funds. Ms. Penny explained that she
495 would have to check the grant document, since not all grants allow you to use ARPA funds to
496 match a grant. Ms. Corbett suggested they add the funds to match the grant into the budget for
497 now, so they can find out for about the grant, and they can discuss it again at consideration. Mr.
498 Johnson stated that they will not know if they are receiving the grant money until the middle of
499 2024. Chairman Cote asked how long they have to accept or decline the grant if they are
500 awarded. Mr. Johnson stated that he would have to look into it. Ms. Corbett stated that they can
501 look into using ARPA funds before consideration. Chairman Cote explained that if they get the
502 grant next year, it can be added into the budget for the following year since they know they have
503 the grant. Mr. Johnson stated that he believes, if awarded, they can expect the funds by October

504 of 2024. He added that they think they can put the project of until 2025, but needs to look into
505 the timeline of the grant in more detail. Town Administrator Roark stated that he is confident the
506 warrant article will pass, especially with the 50% match. Mr. Bergeron asked if they need to
507 renovate due to a failed inspection. Mr. Johnson explained that they did not fail inspection, but
508 there were areas of concern and liability. Chairman Cote stated that the Board of Selectmen can
509 write in their approval for the warrant article. Mr. Croteau and Ms. Takesian agreed that they are
510 confident the warrant article will pass.

511

512

513 **Planning Department**

514

515 Chairman Cote stated that the 2023 operating budget for the Planning Department was
516 \$571,215.00. The 2024 requested budget is \$671,296.00. This is an \$100,081.00 increase.

517

518 Ms. Corbett stated that they have received a quote from the engineering firm, and invited Ms.
519 Hoffman to come up before the Board to discuss this. Ms. Hoffman and Ms. Beauregard, Town
520 Planning Director, approached the Board. Ms. Corbett stated that after receiving the quote from
521 the engineering firm they are able to reduce that line item in the budget significantly. Ms. Corbett
522 asked if there were alternatives for a smaller scale project available. Ms. Hoffman stated that
523 according to the engineer, the project they already suggested is the best small scale project they
524 can do. Another option they looked into was rain barrels, but this would not improve the problem
525 as well and is a lot more work. She added that this solution would only be temporary.

526

527 **MOTION:** (Corbett/Bergeron) To reduce the BMP structure at PVMP from the Planning
528 Department's budget line 220 from \$100,000.00 to \$38,000.00. Reducing it by
529 \$62,000.00.

530

531 The motion was seconded for discussion.

532

533 Mr. Croteau asked if there is a maintenance plan for the structure. Ms. Hoffman stated that it is
534 low maintenance, and mostly takes care of itself. She added that majority of the maintenance will
535 come in the first couple of years, making sure it is working the way it is supposed to and the
536 plants are growing properly. Mr. Croteau asked if they it would cost around \$1,000.00 per year
537 for maintenance. Ms. Beauregard stated that they currently host yearly park clean ups, which are
538 run by volunteers, and this could be a part of that. She also added they can get the camp kids
539 involved as well.

540

541 **MOTION:** (Corbett/Bergeron) To reduce the BMP structure at PVMP from the Planning
542 Department's budget line 220 from \$100,000.00 to \$38,000.00. Reducing it by
543 \$62,000.00.

544

545 **VOTE:** (5-0-0) The motion carried.

546

547 Chairman Cote asked Mr. Demers what the updated budget was for the Planning Department.
548 Mr. Demers stated that the new 2024 requested budget is \$609,296.00.

549

550 **MOTION:** (Corbett/Takesian) To accept the 2024 operating budget for the Planning
551 Department.

552
553 **VOTE:** (5-0-0) The motion carried.

554
555

556 **Police Department**

557

558 Chairman Cote stated that the 2023 operating budget for the Police Department was
559 \$3,788,639.00. The 2024 requested budget is \$3,899,690.00. This is an increase of \$111,052.00.

560

561 **MOTION:** (Corbett) To switch the funding for the animal control shelter from the Police
562 Department's operating budget to ARPA funding.

563

564 The motion was seconded for discussion.

565

566 Ms. Penny stated that the animal control shelter is not currently in the Police Department's
567 budget, and is currently recommended to be a warrant article. Ms. Corbett stated although she
568 thinks it may pass as a warrant article, she would like to remove the uncertainty by using ARPA
569 funds if they can. She asked if they should wait to discuss this, since it is not in their budget. Ms.
570 Takesian asked if they need a warrant article to spend ARPA money. Ms. Penny stated that they
571 do not need a warrant article to spend ARPA money. Town Administrator Roark added that they
572 need to appropriate the ARPA money by 2024 and spend it by the end of 2026, and these things
573 can take a lot of time, so they should start figuring it out now. Chairman Cote suggested they
574 have a meeting to discuss how they can spend the ARPA funds. Town Administrator Roark
575 agreed. Ms. Takesian stated that she fully supports the animal control shelter project and thinks it
576 would be a good idea to use ARPA funds if they are available.

577

578 Chairman Cote asked Chief Perriello to approach the Board to discuss the budget. Chairman
579 Cote asked if they could level-fund the budget for weapons back to \$22,000.00. Chief Perriello
580 explained that they will support what the Board is requesting but wanted to mention that they
581 now have two additional officers, which increases the costs. She added that the cost of
582 ammunition also continues to increase.

583

584 Chairman Cote asked if the budget for training seminars and tuition is set in stone. Chief
585 Perriello explained that these are true numbers, and she has had to go into general expense
586 money in the past to cover training, as they had to go over their budget. She added that many
587 training classes are increased in cost since the Pandemic.

588

589 Chairman Cote asked about the budget for computer repairs. Chief Perriello explained that this
590 covers specialized software purchases for detectives and media specialists, and any replacements
591 they may need. She added that everything is requiring technology these days.

592

593 Chairman Cote asked about the budget for fleet maintenance and vehicle repairs, and if all their
594 vehicles are leased. Chief Perriello stated that their frontline cruisers are leased, but not all of the
595 vehicles. When the leases are up, they sometimes purchase the vehicles and either utilize them or

596 pass them to other departments. Chairman Cote asked if they could reduce the budget for this by
597 \$2,500.00. Chief Perriello stated that they just cycled into new vehicles, but one car they just got
598 needed a new water pump, and other repairs add up quickly. She added that they are having a lot
599 of issues with their older Ford vehicles. Chairman Cote asked how many vehicles they have that
600 are not covered under warranty. She stated there are seven under warranty and nine not under
601 warranty. The cars not under warranty are usually used for details, animal control, administration
602 and detective.

603

604 Mr. Croteau suggested that they reduce the budget for OHRV enforcement by \$3,000.00, leaving
605 it at \$2,346.00 for the year. Chief Perriello stated she supports this.

606

607 **MOTION:** (Croteau/Bergeron) To reduce the Police Department's budget for OHRV
608 enforcement by \$3,000.00.

609

610 **VOTE:** (5-0-0) The motion carried.

611

612 Mr. Bergeron wanted to discuss their wish-list item for new scheduling software. Mr. Bergeron
613 asked Chief Perriello if they could afford it with their budget from this year. Chief Perriello
614 stated that she thinks they will be able to afford it this year since they lost their records clerk who
615 was a top salary tiered employee, a few months ago and they just filled her position. They also
616 had another officer step down, and his salary will not have to be paid for about three months. The
617 Board supported this.

618

619 Mr. Bergeron stated that he reached out to a mechanic about the Animal Control Officer vehicle,
620 and the mechanic stated that the rust is really bad, and they might get one more year out of it.
621 Mr. Croteau stated that as long as it passes inspection, they can wait another year to replace it.
622 Chief Perriello stated that something underneath the vehicle is rotted out, and the Animal Control
623 Officer has to travel long distances frequently. She added that if there is a larger safety issue,
624 they may need to address it sooner. Chairman Cote agreed they should try and get another year
625 out of the vehicle. Chief Perriello stated that they can hold off a year if they need to.

626

627 Mr. Bergeron also wanted to discuss the possible warrant article the CIP recommended to the
628 remodel and expansion of the Police Department. Chief Perriello stated that if the warrant article
629 fails and they cannot expand the Department, she is unsure what they will do. She added that
630 they have worked to make the expansion as low cost as possible, and they are simply running out
631 space currently. She asked if they can put it into the budget for next year if they are unable to put
632 it into this year's budget. Town Administrator Roark stated that the "No Means No" law is just
633 for one budget cycle, so they would not be able to do it for that one year, but they could discuss
634 it again the following year. He added that they can discuss using the ARPA funds for this project
635 as well. Chairman Cote stated that the Board is entertaining it but does not think they should put
636 it into this year's budget.

637

638 Chairman Cote asked Mr. Demers what the updated budget is for the Police Department. Mr.
639 Demers stated that the new budget request is \$3,896,330.00.

640

641 **MOTION:** (Corbett/Croteau) To accept the 2024 operating budget for the Police Department.

642
643 **VOTE:** (5-0-0) The motion carried.

644
645
646 **Retirement**

647
648 Chairman Cote stated that the 2023 operating budget for Retirement was \$2,449,993.00. The
649 2024 requested budget is \$2,564,906.00.

650
651 **MOTION:** (Corbett/Takesian) To accept the 2024 operating budget for the Retirement.

652
653 **VOTE:** (5-0-0) The motion carried.

654
655
656 **Selectmen**

657
658 Chairman Cote stated that the 2023 operating budget for the Selectmen was \$670,640.00. The
659 2024 requested budget is \$707,040.00.

660
661 **MOTION:** (Cote/Croteau) To reduce line item 212 by \$1,000.00, bringing it \$2,675.00.

662
663 The motion was seconded for discussion.

664
665 Mr. Croteau asked Ms. Penny if she knew what they spent last year for this line item. She stated
666 that last year they spent \$4,877.00. Ms. Takesian asked what exactly this line item is for. Ms.
667 Penny explained that it used for sympathy baskets or flowers, and a lot of other things. Town
668 Administrator Roark stated that it can be used for many things like retirement plaques, framed
669 photos and more. The Board decided to leave the budget as it was.

670
671 **MOTION:** (Cote) To reduce the budget by \$6,300.00, removing the Board of Selectmen
672 stipend from the budget.

673
674 This motion was seconded for discussion.

675
676 Chairman Cote noted that on the state level, Selectmen get a lot less than they do. Mr. Croteau
677 agreed, stating that he does not do this for the money. Ms. Takesian added that she does not think
678 any of them do it for the money, but she also does not think the Town expects them to do it for
679 nothing. Mr. Bergeron agreed, and added that if they have people in the future who want the
680 money, they will have to add it back into the budget. Mr. Bergeron stated he is okay with
681 whatever the Board wants to do.

682
683 Mr. Croteau suggested leaving a \$1.00 as a placeholder in the budget for the stipends so future
684 Boards can reconvene the discussion.

685
686 **MOTION:** (Cote/Croteau) To add a \$1.00 place holder into the budget for the Selectmen
687 stipends.

688

689 **VOTE:** (4-1-0) The motion carried.

690

691 Chairman Cote asked Mr. Demers what the updated 2024 requested budget was. Mr. Demers
692 stated that the new requested budget for the Selectmen is \$700,741.00.

693

694 **MOTION:** (Corbett/Croteau) To accept the 2024 operating budget for the Selectmen.

695

696 **VOTE:** (5-0-0) The motion carried.

697

698

699 **Senior Center**

700

701 Chairman Cote stated that the 2023 operating budget for the Senior Center was \$193,338.00. The
702 2024 requested budget is \$211,030.00.

703

704 **MOTION:** (Corbett/Croteau) To accept the 2024 operating budget for the Senior Center.

705

706 **VOTE:** (5-0-0) The motion carried.

707

708

709 **Technology**

710

711 Chairman Cote stated that the 2023 operating budget for Technology was \$374,401.00. The 2024
712 requested budget is \$367,459.00. This is a \$6,942.00 decrease.

713

714 Chairman Cote noted that they discussed this budget in great detail during a non-public session,
715 since it has to do with security. He added that there are many things in the budget that will be
716 beneficial for the Town.

717

718 **MOTION:** (Corbett/Croteau) To accept the 2024 operating budget for Technology.

719

720 **VOTE:** (5-0-0) The motion carried.

721

722

723 **Town Buildings**

724

725 Chairman Cote stated that the 2023 operating budget for Town Buildings was \$890,764.00. The
726 2024 requested budget is \$1,170,394.00.

727

728 Chairman Cote stated that this budget has been revised as they are putting everything for Town
729 Buildings into this budget instead of into the budgets for separate departments.

730

731 Chairman Cote asked about the hardware and locks budget for \$5,000.00. Town Administrator
732 Roark stated that he knows the number seems high, but the cost of the repairs is costly and add

733 up quickly. Chairman Cote asked if this includes the fob technology. Town Administrator Roark
734 stated that it does, it is only for mechanical and hardware issues.

735

736 Chairman Cote asked about line item 241. Town Administrator Roark stated that they may able
737 to trim 10% off of line item 118, due to them removing some projects from the budget.

738

739 Chairman Cote asked about the \$2,000.00 increase for the supplies budget. He asked if they
740 could reduce this back to last year's number. Town Administrator Roark explained that this was
741 increased due to inflation and cost of supplies continuing to rise, but they can try and make it
742 work. Chairman Cote asked the Board if they are okay with bringing this back down to
743 \$8,000.00.

744

745 **MOTION:** (Cote/Croteau) To reduce the budget for supplies by \$2,000.00, bringing it from
746 \$10,000.00 to \$8,000.00.

747

748 This motion was seconded for discussion.

749

750 Mr. Bergeron asked if it was for toilet paper and other similar items. Chairman Cote confirmed
751 that it was.

752

753 Mr. Croteau asked if she knew what they spent last year for that line item. Ms. Penny said she
754 would have to look it up.

755

756 **MOTION:** (Cote/Croteau) To reduce the budget for supplies by \$2,000.00, bringing it from
757 \$10,000.00 to \$8,000.00.

758

759 **VOTE:** (2-3-0) The motion failed.

760

761 Chairman Cote asked the Board if there were any motions they wanted to make in regard to the
762 wish list projects.

763

764 Mr. Bergeron explained that he was going to discuss using ARPA funds for some of the projects,
765 but he thought they wanted to wait for another meeting to discuss ARPA funds. He suggested
766 leaving the projects in the budget until they discuss the funding, and asked if they would have
767 time to change it before finalizing the budget. Chairman Cote stated that they would not have
768 time. Town Administrator Roark asked Ms. Penny if there was enough ARPA funds to cover the
769 two projects for the Police Department, the building repairs and the sidewalk installations. Ms.
770 Penny stated that there is enough, as they currently have around \$852,000.00 in ARPA funding
771 that is not spoken for. She added that some of the project costs are estimates, but they should
772 have enough for most of the projects. Town Administrator Roark suggested they can also use any
773 excess funds at the end of the year to help fund the projects, and then use ARPA funds for
774 anything that cannot be covered.

775

776 Chairman Cote stated that he would like to remove all of the wish list projects from the Town
777 Building operating budget and go forward with the projects being funded by ARPA funds. He
778 added that any projects that do not end up being funded by ARPA can be added into next year's

779 budget if the Board agrees. Ms. Corbett stated that ARPA cannot cover every project, so taking
780 everything out of the budget for this year is just going to create problems for next year. She
781 noted that ARPA may only cover the projects listed as critical. Mr. Croteau suggested keeping
782 the critical projects in the budget, and then see what ARPA funds can cover for the non-critical
783 projects.

784

785 **MOTION:** (Croteau) To remove lines 131-154 from the Town Buildings budget.

786

787 This motion was seconded for discussion.

788

789 Ms. Corbett asked if they need to put a placeholder in the budget for these line items. Chairman
790 Cote stated that they do not. Town Administrator Roark suggested they pick a set amount to put
791 in the budget for repairs, then they can decide what projects they want to do, instead of leaving
792 certain projects in or out of the budget.

793

794 Mr. Croteau agreed and stated that he wanted to amend his motion.

795

796 **MOTION:** (Croteau/Cote) To add \$150,000.00 to line 18 in the Town Building budget for
797 building repairs.

798

799 The motion was seconded for discussion.

800

801 Chairman Cote noted that adding in a general amount without specifically listing projects can
802 create problems in the future, as someone may forget they need to remove it from the budget
803 next year. Town Administrator Roark agreed, adding that they are also trying to be more
804 transparent with budgets.

805

806 Ms. Takesian asked Town Administrator Roark if he is planning to use unspent money at the end
807 of the year to help fund these projects. Town Administrator Roark explained that if the Board
808 agrees he thinks it is a good idea. Ms. Takesian noted that last year she suggested taking money
809 out of the fund balance to help reduce the tax rate and there was opposition from the Board.

810 Chairman Cote stated that he thinks it is not the same thing, and his main goal is to get budgets
811 down. He added that using fund balance is not the same thing as using appropriated money for a
812 different project. Chairman Cote explained that him and the Town Administrator are trying to
813 keep budgets as low and accurate to what departments truly need as possible.

814

815 Ms. Corbett stated that she thinks they can take care of all of the critical projects and some other
816 projects with ARPA funding, and not have to worry about leaving them in the budget. Chairman
817 Cote asked if that meant she wanted to leave the non-critical projects in the budget. She stated
818 she wants to leave lines 132-141 in the budget, and anything else can be discussed for next year's
819 budget.

820

821 **MOTION:** (Croteau/Cote) To leave the critical projects, lines 124-128 in the budget, as they
822 are.

823

824 **VOTE:** (3-2-0) The motion failed.

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MOTION: (Corbett/Bergeron) To fund the projects listed as critical, at an estimated cost of \$149,489.00, with ARPA funds, removing the \$149,489.00 for the projects, from the Town Building budget.

VOTE: (5-0-0) The motion carried.

MOTION: (Corbett/Croteau) To remove the needed 2024 building repairs from the Town Building budget, reducing the budget by \$96,414.00.

VOTE: (5-0-0) The motion carried.

Ms. Takesian asked how they are going to fund the needed projects since they were removed from the budget. Ms. Corbett explained that these projects were only listed as needed, they are not urgent. She added that they can discuss the projects again next budget season. The CIP did not list these projects as critical for this year.

Chairman Cote asked Mr. Demers what the updated budget is for Town Buildings. Mr. Demers stated that, with all the changes, the new operating budget for Town Buildings is \$924,491.00.

MOTION: (Bergeron/Corbett) To accept the 2024 operating budget for Town Buildings.

VOTE: (5-0-0) The motion carried.

Town Celebrations

Chairman Cote stated that the 2023 operating budget for Town Celebrations was \$24,960.00. The 2024 requested budget is \$24,960.00.

MOTION: (Corbett/Takesian) To accept the 2024 operating budget for Town Celebrations.

VOTE: (5-0-0) The motion carried.

Town Clerk

Chairman Cote stated that the 2023 operating budget for the Town Clerk was \$319,683.00. The 2024 requested budget is \$328,289.00. This is an \$8,606.00 increase.

MOTION: (Corbett/Croteau) To accept the 2024 operating budget for the Town Clerk.

VOTE: (5-0-0) The motion carried.

871 Transfer Station

872

873 Chairman Cote stated that the 2023 operating budget for the Transfer Station was \$1,309,845.00.
874 The 2024 requested budget is \$1,421,329.00. This is a \$111,484.00.

875

876 Ms. Corbett asked Mr. Long, the Transfer Station Superintendent, about his request for a
877 replacement vehicle to haul recyclables. Ms. Corbett asked what the Town is currently paying to
878 have the recyclables hauled by another company. Mr. Long stated that they pay \$625.00 per
879 month, and \$1.80 for aluminum cans, but these fees are expected to rise. Ms. Corbett asked Mr.
880 Long if he thinks this is a pressing issue that needs to be addressed this year. Mr. Long explained
881 that it can be pushed off to another year, he was just trying to save money overall, but he has
882 other ideas as well.

883

884 **MOTION:** (Corbett/Bergeron) To remove the F-600 replacement vehicle from the Transfer
885 Station's budget on line 154, reducing the budget by \$87,862.00.

886

887 **VOTE:** (4-0-1) The motion carried.

888

889 Chairman Cote asked Mr. Demers what the updated budget was for the Transfer Station after the
890 changes. Mr. Demers stated that the new budget was \$1,333,467.00.

891

892 **MOTION:** (Bergeron/Corbett) To accept the 2024 operating budget for the Transfer Station.

893

894 **VOTE:** (5-0-0) The motion carried.

895

896

897 Treasurer

898

899 Chairman Cote stated that the 2023 operating budget for the Treasurer was \$15,224.00. The 2024
900 requested budget is \$7,000.00. This is an \$8,224.00 decrease.

901

902 **MOTION:** (Croteau/Bergeron) To accept the 2024 operating budget for the Treasurer.

903

904 **VOTE:** (5-0-0) The motion carried.

905

906

907 Trust Funds

908

909 Chairman Cote stated that the 2023 operating budget for Trust Funds was \$335.00. The 2024
910 requested budget is \$350.00. This is a \$15.00 increase.

911

912 **MOTION:** (Corbett/Croteau) To accept the 2024 operating budget for Trust Funds.

913

914 **VOTE:** (5-0-0) The motion carried.

915

916

917 **Overall Town Budget for 2024**

918

919 Chairman Cote asked Mr. Demers what the new Town budget was after all of the changes they
920 made. Mr. Demers stated that the updated 2024 Town budget is \$22,003,547.00. Chairman Cote
921 stated that they cut \$618,000.00 from the Town budget.

922

923 **MOTION:** (Corbett/Bergeron) To accept the 2024 Town budget.

924

925 **VOTE:** (5-0-0) The motion carried

926

927

928 **SELECTMEN AND TOWN ADMINISTRATOR REPORTS**

929

930 **Mr. Croteau** had nothing to report.

931

932 **Ms. Takesian** had nothing to report.

933

934 **Mr. Cote** had nothing to report.

935

936 **Mr. Bergeron** reported that the Master Plan is almost finalized, and there are two meetings left,
937 in October and December. Once the plan is finalized the chairs will present it to the Board of
938 Selectmen.

939

940 **Ms. Corbett** had nothing to report.

941

942 **Town Administrator Roark** reported that the water feasibility study is set to kick off in the next
943 couple of weeks.

944

945

946 **REQUEST FOR NON-PUBLIC SESSION**

947

948 **MOTION:** (Corbett/Takesian) Request for non-public session per RSA 91-A: 3, II (a)

949

950 **ROLLCALL VOTE:**

951

952 Selectman Corbett – Yes

953 Selectman Bergeron– Yes

954 Chairman Cote– Yes

955 Selectman Takesian – Yes

956 Selectman Croteau – Yes

957

958 (5-0-0) The motion carried.

959

960 It was noted that when the Board returned, after the non-public session, the Board would not take
961 any other action publicly, except to seal the minutes of the non-public session and to adjourn the
962 meeting. The Board entered a non-public session at approximately 9:21 p.m.

963

964

965 **ADJOURNMENT**

966

967 Respectfully submitted,

968

969 Makayla Clougherty

970 Recording Secretary