

**TOWN OF HOLDERNESS
BOARD OF SELECTMEN
BUDGET COMMITTEE
MINUTES
December 11, 2019**

Selectmen Present: Chair, Jill White, Vice Chair, Woodie Laverack, Sam Brickley, Peter Francesco and Kelly Schwaner.

Budget Committee Members Present: Ken Evans, Bob Maloney and Kevin Barrett.

Others Present: Town Administrator, Michael Capone, Road Agent, Kevin Coburn, Fire Chief, Eleanor Mardin, Fire Wards, Earl Hansen, Randy Eastman, David Dupuis and Police Chief, Jake Patridge.

Call to Order: Mr. Evans called the meeting to order at 5:30PM. He welcomed Kevin Barrett to the Committee. Mr. Evans took a few minutes to review the budget process and schedule with those present. He then asked the Town Administrator to provide a brief overview of the 2020-2021 Budget. The Town Administrator reviewed the layout and some of the content of the budget binders.

Road Agent Kevin Coburn was present to review the Highway Department Budget with those present. He made note of an overall increase to his budget of \$7,757.57 or 2.3%. Almost all of the increase was for employee related expenses including an increase to the overtime wage line based on historic trends.

Kevin also reviewed his planned paving and road reconstruction projects with the Board. There was considerable discussion with regard to whether the current capital reserve funding needed to be increased to allow for more work to be done on the roads to be certain they did not deteriorate. Kevin mentioned that the additional funding would afford us the opportunity to keep the roads in good shape. Kevin will provide a more detailed plan for consideration going forward.

Fire Chief, Eleanor Mardin, and Fire Wards, Earl Hansen, Randy Eastman and David Dupuis were present to review the Fire Department budget. It was noted that the first draft included an overall increase of \$5,854 dollars or 3.1%. The increase included additional amounts for employee wage increases and an increase in the amount of dispatch services. The Fire Wards were recommending an additional increase of \$3,000 to the On-Call wage line to accommodate a one-time increase for the department members.

The Chief also mentioned that the department would be applying for a grant to purchase a new compressor and new SCBA's for the department to replace those items that had exceeded their useful life. The Town Administrator noted that funding for this article would be contingent upon receipt of a grant to fund 95% of the purchase. The matching funds would come from Capital Reserve so no money would be raised through taxation.

There was also a discussion with regard to repairing and paving the Fire Department parking area. The Chief will obtain an updated price from our paving vendor. The paving would be funded from the municipal building capital reserve.

Police Chief Jake Patridge was present to review the Police Department Budget. The proposed budget would increase by \$8,063 or 1.6%. The increases were for employee wages, dispatch fees and gasoline. Chief Patridge reviewed his plan for cruiser replacement and discussed the various support contracts the

PD has with the Holderness School and Plymouth State University that help to offset department expenses.

After the department presentations concluded, the Committee and the Board discussed the balance of the schedule. Ken indicated that he was expecting to have a draft copy of the proposed HCS budget and will distribute it to everyone once he receives it.

The next meeting is scheduled for Monday, December 16 at 5:30 PM in the Town Office meeting room.

The meeting was adjourned at 7:22PM.

Respectfully submitted,

Michael R. Capone
Holderness Town Administrator