Chichester Board of Selectmen

Minutes of Meeting

 Tuesday December 4, 2018

**Members Present:** Tom Jameson, Ed Millette, Richard Bouchard, Jodi Pinard Town Administrator Kristy Barnouski Administrative Assistant

Budget Committee: Marlene Hammond, Stephen MacCleery, Doug Hall, Don Peterman, Michael Williams, and Thomas Houle.

**Attendees:** Jim Plunkett, Chief Clarke, Carolee Davison, Katherine Doutt, Lucille Noel, Caroline Pynes, Donna Chagnon, Kate Hall, Mardy Friary and other members of the public.

Mr. Jameson opened the meeting at 6:10pm.

**Joint Advisory Budget Committee-**

Mr. Williams nominated Marlene Hammond as chair of the Budget Committee and Mr. Houle seconds. **Motion passes.**

Mrs. Hammond asked if there was anything that they should know ahead of time. Mrs. Pinard stated that fuel and sand and salt was over. A lot of storms so needed extra materials. 25 storms and 15 are budgeted. Last year salt was cut.

12% increase in Health Insurance.

Mr. Hall asked if any wage increases have been added to the budgets so far. Mrs. Pianrd stated that nothing has been discussed or added thus far.

**Highway**-

Mr. Plunkett presented his proposed 2019 budget.

Fuel- Mr. Plunkett stated that it has been roughly $2.80 per gallon on average this year and last year we settled on $2.50 so there is a overage this year.

Mrs. Hammond asked why the Road reconstruction is showing under. Mr. Pinard explained that the Block grant and municipal transportation fund have not been deducted and the busby bills have not been paid out.

Mr. Plunkett went through his budget line by line.

Road signs have been increased due to theft.

Revised line 4312-13 from 25K to $28670.00

Revised line 4312-21 from 1540.to 1640.00

Mr. Millette observed that Mr. Plunkett is 15% overspent already on his budget in the equipment maintenance line and after all the large unforeseen maintenance had been expended to the capital reserve equipment maintenance fund and suggested to get the budget closer to years past nearing 24,900.00 instead of 21,900.00.

Total Highway proposed 2019 budget is $732,510.00 up 5.8% with an increase of $40,700.00.

**Library-**

Ms. Davison presented the budget for the Library with a 2% increase.

Ms. Davison stated that the electricity went down in the proposed budget after over estimating last year for new addition. Ms. Davison also stated that there is an increase in the budget for a yearly lift inspection that is required.

**Parks and Recreation-**

Mr. Boyijian presented the proposed 2019 budget for Parks and Recreation. He stated he will be putting in a warrant article for the new playground that was torn down due to safety concerns. The warrant article is to appropriate the amount of $40,000.00 for the purchase and installation of the new playground with $10,000.00 coming from Parks and Recreation Capital Reserve Fund and $10,000.00 coming from donations and $20,000.00 to be raised by general taxation. This can be modified at Town Meeting pending amount of donations received.

**Heritage-**

Ms. Noel went over the proposed budget for 2019 of $950.00 as well as the Heritage Commissions upcoming year initiatives.

Mr. Millette took a moment to say that after sitting on the Heritage Commission as ex-officio he wanted to recognize how impressive it is how far they stretch their small budget.

**Police Department-**

Chief Clarke presented his proposed budget for 2019.

Chief Clarke stated that he created a new line for the Explorers Program which has now been taken over by Chichester Police Department. They do a lot of great community events such as helping with Old Home Day as well as the Haunted walk.

Chief Clarke also stated that some of his lines appear to be overspent, however the lines need to be credited from grants.

Chief Clarke did state that he is considering putting in a warrant article or using the capital reserve fund for a new camera system for the Police Department.

Mrs. Pinard and Chief Clarke are working on a wage study and also discussed utilizing longevity incentives.

**Food Pantry Donations-**

A motion was made by Mr. Jameson and seconded by Mr. Millette pursuant to RSA 31:19, the Board of Selectmen shall accept and authorize the expenditure of unanticipated funds in the amount of:

$200.00 from St. Stephens Episcopal Church

$100.00 from Catherine EdmundBailey

in support of the Food Pantry.

It shall be the responsibility of the Town of Chichester to maintain accurate record of all funds, detailing their expenditures, and that such records shall be made available upon request. **Motion passes.**

**Police Department Vest Purchase-**

Chief Clarke came before the Board to discuss the purchase of new vests for the full time officers. Chief Clarke stated that they help with back strain by dispersing some of the belt weight onto the shoulders. Officer Arnonne has been wearing the vest to test it and noticed a huge difference.

Mr. Jameson made a motion and Mr. Millette seconded to expend $2983.44 out of the Police Special Detail Fund. **Motion passes.**

**Adjournment:**

Being no further discussion, a motion was made by Mr. Millette and seconded by Mr. Bourchard to adjourn the meeting at 8:15pm. **Motion passes.**

Respectfully submitted,

 Not approved until signed

Kristy Barnouski, Administrative Assistant

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