

**Town of Danbury**  
**Municipal Budget Committee – Meeting Minutes**  
**December 14th, 2023**

Call to Order 6:32 pm

Meeting will be digitally voice recorded.

Members present: Jim Phelps, Doug Boisvert, Jessica Hatch (Selectman's rep), Breanna Huntoon, Lenny Ryan, Karen Pagett

Members absent: Anna Hullinger

Public present: Maggie Fellows

Co-Chair Jim Phelps presiding over meeting in Chairperson Anna Hullingers absence.

Old business:

Meeting minutes from December 7<sup>th</sup>, 2023 reviewed, no amendments required.

Lenny motioned to approve minutes as written, Jessica 2<sup>nd</sup>, approved by voice vote.

Doug will send approved minutes to Jessica and Cathy Jo Hatch to be posted on the Town of Danbury website.

New business:

Signature required for oath of office form for new budget committee member, Karen Pagett, Jim Phelps signed the required form, amended the expiration date from 2025 to 2024.

Budget worksheet handed out by Maggie.

Highway Department worksheet handed out by Jessica.

Zoning board:

Discussion ensued in regards to zoning board clerk wages.

Lenny motioned to increase the already approved budget committee amount for zoning board clerk wages of \$200.00 to \$500.00, Karen 2<sup>nd</sup>, voice vote taken.

Zoning board total increased by \$300.00 from \$500.00 to \$800.00

Tax rate information:

Jim shared tax rate information and comparison to surrounding towns.

Currently 34% of our tax rate is going to the local government (town).

Last years tax rate had 26% going to local government.

Danbury tax rate increased by \$2.31 which was caused by local spending.

Majority of spending was results of warrant articles.

School tax rate went down.

State taxes went down by \$.27 from \$.69 to \$.42

County increased by \$.04

Area towns percentage of their tax rate spent on local government:

Andover; 29%

Bristol; 42%

Canaan; 24%

Grafton; 25%

Hill; 26%

Wilmot; 28%

Danbury is spending on an average of 10% more for local spending than area towns.

Highway Executive:

Discussion ensued in regards to individual lines and recommended changes.

Breanna motioned to level fund the Wages line from the 2023 budget in the amount of \$128,000.00, Doug 2<sup>nd</sup>, voice vote taken, 2 in favor, 4 opposed, motion failed. Jim motioned to increase the Wages line by \$9,280.00 from \$128,000.00 to \$137,280.00, Karen 2<sup>nd</sup>, voice vote taken, 5 in favor, 1 opposed.

Lenny motioned to increase the Road Agent Salary line by \$2,000.00 from \$63,000.00 to \$65,000.00, Doug 2<sup>nd</sup>, voice vote taken, 5 in favor, 1 opposed.

Jim motioned to keep the Overtime line at the 2023 budgeted amount of \$15,000.00, Breanna 2<sup>nd</sup>, voice vote taken, 4 in favor, 2 opposed.

Jim motioned to increase the Temporary help line by \$4,000.00 from \$2,000.00 to \$6,000.00, Breanna 2<sup>nd</sup>, voice vote taken, 5 in favor, 1 opposed.

Jim motioned to increase the Office Administrative Assistant line by \$1,000.00 from \$5,000.00 to \$6,000.00, Doug 2<sup>nd</sup>, voice vote taken, 3 in favor, 3 opposed, split vote, motion failed. Karen motioned to increase the Office Administrative Assistant line by \$2,000.00 from \$5,000.00 to \$7,000.00, Lenny 2<sup>nd</sup>, voice vote taken, 6 in favor, zero opposed.

No change to the Telephone line from the 2023 budget, budgeting \$2,800.00 for 2024.

Selectmen are recommending an increase to the Medical line of \$500.00 from \$500.00 to \$1,000.00, budget committee agrees with this recommendation.

Selectmen are recommending an increase to the Uniforms line of \$2,350.00 from \$9,650.00 to \$12,000.00, budget committee agrees with this recommendation.

Selectmen are recommending a decrease to the Electricity line of \$500.00 from \$4,500.00 to \$4,000.00, budget committee agrees with this recommendation.

Selectmen are recommending an increase to the Heating Oil line of \$500.00 from \$2,000.00 to \$2,500.00, budget committee agrees with this recommendation.

Jim motioned to decrease the Dues line by \$300.00 from \$600.00 to \$300.00, Lenny 2<sup>nd</sup>, voice vote taken, 6 in favor, zero opposed.

Jim motioned to decrease the General Supplies line by \$5,000.00 from \$17,000.00 to \$12,000.00, Breanna 2<sup>nd</sup>, voice vote taken, 3 in favor, 3 opposed, split vote, motion failed. Karen motioned to decrease the General Supplies line by \$3,000.00 from \$17,000.00 to \$14,000.00, Lenny 2<sup>nd</sup>, voice vote taken, 5 in favor, 1 opposed. Breanna motioned to keep the Diesel Fuel line at what was budgeted for 2023 which is \$50,000.00, Karen 2<sup>nd</sup>, voice vote taken all in favor. No change to the Diesel fuel line from 2023.

Lenny motioned to increase the Vehicle Repairs line by \$5,000.00 from \$55,000.00 to \$60,000.00, Jessica 2<sup>nd</sup>, voice vote taken, 5 in favor, 1 opposed.

No change to the Equipment Purchase line from the 2023 budget, budgeting \$3,000.00 for 2024.

Selectmen are recommending an increase to the Road Agent Mileage line of \$250.00 from \$150.00 to \$400.00, budget committee agrees with this recommendation.

Doug motioned to decrease the Training line by \$200.00 from \$600.00 to \$400.00, voice vote taken, 6 in favor, zero opposed.

Budget committee recommended total increase for Highway Executive is \$21,880.00 from \$358,800.00 to \$380,680.00, vote will be taken on Highway Executive and Other as a total.

#### Highway Other:

Discussion ensued in regards to individual lines and recommended changes.

Lenny motioned to increase the Rentals and Leases line by \$1,500.00 from \$13,500.00 to \$15,000.00, Jessica 2<sup>nd</sup>, voice vote taken, 6 in favor, zero opposed.

Jim motioned to increase the Culverts line by \$1,500.00 from \$8,500.00 to \$10,000.00, Lenny 2<sup>nd</sup>, voice vote taken, 6 in favor, zero opposed.

Jim motioned to decrease the Hot Top line by \$5,000.00 from \$155,000.00 to \$150,000.00, Lenny 2<sup>nd</sup>, voice vote taken, 5 in favor, 1 opposed.

Lenny motioned to decrease the Calcium Chloride line by \$2,100.00 from \$7,100.00 to \$5,000.00, Karen 2<sup>nd</sup>, voice vote taken, 6 in favor, zero opposed.

Jim motioned to level fund the Gravel line from the 2023 budget in the amount of \$40,000.00, Karen 2<sup>nd</sup>, voice vote taken, 6 in favor, zero opposed.

Jim motioned to level fund the Salt line from the 2023 budget in the amount of \$18,000.00, Karen 2<sup>nd</sup>, voice vote taken, 6 in favor, zero opposed.

Karen motioned to level fund the Winter Sand line from the 2023 budget in the amount of \$40,000.00, Lenny 2<sup>nd</sup>, voice vote taken, 5 in favor, 1 abstention.

Lenny motioned to add the Tree Removal line in the amount of \$5,000.00, this is a new line item, Breanna 2<sup>nd</sup>, voice vote taken, 5 in favor, 1 opposed.

Budget committee recommended total for Highway Other is \$1,000.00 from \$282,100.00 to \$283,100.00, vote will be taken on Highway Executive and Other as a total.

#### Highway Executive and Other Total:

Karen motioned to increase the total for Highway Executive is \$22,780.00 from \$640,900.00 to \$663,680.00, Breanna 2<sup>nd</sup>, voice vote taken, 6 in favor, zero opposed.

#### Transfer Station:

Discussion ensued in regards to individual lines and recommended changes.

Jim motioned to increase the Operator Wages line by \$5,644.00 from \$29,356.00 to \$35,000.00, Breanna 2<sup>nd</sup>, voice vote taken, 6 in favor, zero opposed.

Selectmen are recommending an increase to the Telephone line of \$50.00 from \$450.00 to \$500.00, budget committee agrees with this recommendation.

Selectmen are recommending a decrease to the Electricity line of \$300.00 from \$1,900.00 to \$1,600.00, budget committee agrees with this recommendation.

Selectmen are recommending an increase to the Compactor Maintenance line of \$750.00 from \$450.00 to \$1,200.00, budget committee agrees with this recommendation.

No change to the Operator Dues line from the 2023 budget, budgeting \$150.00 for 2024.

Jim motioned to decrease the site maintenance line by \$500.00 from \$1,500.00 to \$1,000.00, no second, motion failed. Jessica motioned to increase the site maintenance line by \$1,500.00 from \$1,500.00 to \$3,000.00, Lenny 2<sup>nd</sup>, voice vote taken, 5 in favor, 1 opposed.

No change to the Supplies line from the 2023 budget, budgeting \$500.00 for 2024.

Doug motioned to keep the Mileage line at \$300.00 same as 2023 budget, Breanna 2<sup>nd</sup>, voice vote taken, 6 in favor, zero opposed.

Jim motioned to keep the Workshops line at \$150.00 same as 2023 budget, Doug 2<sup>nd</sup>, voice vote taken, 6 in favor, zero opposed.

Lenny motioned to increase the Solid Waste Contract by \$11,850.00 from \$93,150.00 to \$105,000.00, Breanna 2<sup>nd</sup>, voice vote taken, 6 in favor, zero opposed.

Selectmen are recommending an increase to the Pemi Baker Dues line of \$63.00 from \$1,839.00 to \$1902.00, budget committee agrees with this recommendation.

Lenny motioned to increase the Recycling line by \$5,000.00 from \$20,000.00 to \$25,000.00, Jim 2<sup>nd</sup>, voice vote taken, 6 in favor, zero opposed.

Lenny motioned to increase the Hazard Waste line by \$4,000.00 from \$6,000.00 to \$10,000.00, Jim 2<sup>nd</sup>, voice vote taken, 6 in favor, zero opposed.

Lenny motioned to increase the total for Transfer Station by \$28,557.00 from \$155,745.00 to \$184,302.00, Jim 2<sup>nd</sup>, voice vote taken, 6 in favor, zero opposed

#### Gasoline and Tax Mapping:

Jessica motioned to keep the 2023 budgeted amount of \$8,500.00 for Gasoline and Tax mapping the same for 2024, Jim 2<sup>nd</sup>, voice vote taken, 6 in favor, zero opposed.

#### LTD Expense/Principal Bonds:

Jim motioned to decrease this section by \$52,750.00 from \$53,750.00 to \$1,000.00, Lenny 2<sup>nd</sup>, voice vote taken, 6 in favor, zero opposed.

#### Capital Reserves:

Discussion ensued in regards to individual lines and recommended changes.

Tabled to finalize discussion at next week's meeting.

Jim motioned to adjourn at 8:31 pm, Karen 2<sup>nd</sup>, verbal vote taken, all in favor.

#### **Next meeting is on Thursday, December 21<sup>st</sup> at 6:30 pm**

Upcoming meeting/hearing dates:

January 11<sup>th</sup>, 2024 tentative Budget Hearing

January 11<sup>th</sup>, 2024 Bond hearing for proposed Fire Safety Building

Respectfully submitted,

*Douglas Boisvert*