**Town of Danbury**

Municipal Budget Committee – Meeting Minutes

**January 11th, 2024**

**PUBLIC BUDGET HEARING** Call to Order 7:07 pm

Meeting will be digitally voice recorded.

Members present: Anna Hullinger, Jessica Hatch (Selectman’s rep), Doug Boisvert, Lenny Ryan,

Jim Phelps, Karen Pagett, Breanna Huntoon

Public Budget Hearing business:

Draft budget worksheet handout provided for Budget Committee members and public attendees

Budget was reviewed section by section.

Executive-no discussion

Town Meeting-no discussion

Tax Collector/Town Clerk-no discussion

Voter Election-no discussion

Trustees-no discussion

Auditors Salaries-no discussion

Treasurer-no discussion

Budget Committee-no discussion

Assessing-no discussion

Legal Expenses-no discussion

Personnel Administration-no discussion

Planning Board-no discussion

Zoning Board-no discussion

General Government Buildings-no discussion

Cemetery-no discussion

Property Liability Insurance-no discussion

Regional Associations-no discussion

Gasoline-no discussion

Tax Mapping-no discussion

Police Department-question raised in regards to different recommendation amounts by the Selectmen and Budget Committee. Selectmen recommend $43,000.00 in officers wages; Budget Committee recommends $23,000.00

Newfound Ambulance-no discussion

Fire Department-no discussion

Emergency Management-no discussion

Forest Fire-no discussion

Highway Executive-question raised as to why the increase over 2023 budget, line items that increased over 2023 budget; Wages, Road Agent Salary, Temporary Help, Office Administrative Assistant, Medical, Uniforms, Heating Oil; line items that decreased over 2023 budget; Electricity, Dues, General Supplies, Training. Selectmen recommend $396,180.00 for Highway Executive; Budget Committee recommends $381,680.00

Highway Other-no discussion, Selectmen recommend $310,100.00, Budget Committee recommends $283,000.00

Highway Total-discussion in regards to percent impact the Highway Department has on the total town budget, the percent impact is 50%. The impact of a few other departments was discussed, the impacts are as follows (rounded up to nearest percent, these include all associated expensed such as Health Insurance, Workman’s Compensation, etc.):

Executive: 5%

Tax Collector: 3%

General Government Buildings: 3%

Cemetery: 1%

Transfer Station: 10%

Fire Department: 9%

Police Department: 8%

Selectmen recommend $706,280.00, Budget Committee recommends $664,680.00

Municipal Street Lighting-no discussion

Transfer Station-discussion in regards to costs causing the increase to this line item. The Solid Waste contract cost has increased, contract is due to expire this year. Recycling costs have increased, Selectmen recommend $184,452.00, Budget Committee recommends $184,302.00

Health Associations-no discussion

Welfare and Health inspector and General Assistance-no discussion

Recreation Department-no discussion

Library-no discussion

Patriotic Purposes-no discussion

Other Cultural/Recreational-no discussion

Total Operating Budget-Selectmen recommend $1,668,916.00, Budget Committee recommends $1,607,166.00

Long Term Bond-no discussion

Capital Reserve Budget Warrant Articles:

Jessica read the Warrant Articles to the hearing attendees.

Road Construction-no discussion

Highway Equipment-no discussion

Bridge Fund-no discussion

Property Revaluation-no discussion

Building-no discussion

Warrant article to close past Capital Reserve’s that have small balanced in them, Selectmen looking to close those accounts, they are no longer being used.

Total Town Budget including Capital Reserve Warrant Articles-Selectmen recommend $1,849,916.00, Budget Committee recommends $1,788,166.00

Open discussion after presentation of budget to public Hearing attendees:

Question arose as to why there was in increase to the Danbury Community Center, discussion ensued as to how the Danbury Community Center is run and what expenses are known by the Budget Committee. Discussion ensued as to the history of how the Danbury Community Center came to existence and how it has changed since it was formed.

Anna closed the Public Hearing at 7:46 pm.

Budget Committee Meeting called to order at 7:47 pm

Members present: Anna Hullinger, Jessica Hatch (Selectman’s rep), Doug Boisvert, Lenny Ryan,

Jim Phelps, Karen Pagett, Breanna Huntoon

Old business:

Minutes from December 21st, 2023 reviewed; no amendments required.

Lenny motioned to approve minutes as is, Karen 2nd, approved by voice vote.

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

New Business:

Town employee wages discussion ensued.

Question arose asking if town employee wages have been voted on.

Wages have been voted on at previous meetings, no requirement to call for a new vote.

2023 Fund balance discussion ensued.

Year end is not closed, accurate amount not available at the time of the meeting.

Warrant Articles:

Road Construction Capital Reserve, Jim motioned to recommend $75,000.00, Lenny 2nd, voice vote taken, all in favor.

Highway Equipment Capital Reserve, Jim motioned to recommend $50,000.00, Lenny 2nd, voice vote taken, all in favor.

Bridge Fund Capital Reserve, Jim motioned to recommend $25,000.00, Lenny 2nd, voice vote taken, 6 in favor, 1 opposed.

Property Revaluation Capital Reserve, Jim motioned to recommend $7,000.00, Lenny 2nd, voice vote taken, all in favor.

Building Capital Reserve, Jim motioned to recommend $23,000.00, Lenny 2nd, voice vote taken, all in favor.

Operating budget:

Discussion ensued in regards to the operating budget.

Anna motioned to recommend an operating budget of $1,608,166.00, Jim 2nd, voice vote taken, all in favor.

New Fire Station and improvements/renovation of the existing Fire Station Warrant Article:

Draft warrant article reads as follows:

*Article\_\_. To see if the Town will vote to raise and appropriate the sum of Three Million Dollars ($3,000,000) for the purpose of financing the construction of a new fire station and the improvements/renovation of the existing fire station for use as the police station along with related cost.*

*Three Million Dollars ($3,000,000) of such sum to be raised through the issuance of bonds or notes under and in compliance with the Municipal Finance Act, RSA 33:1 et seq., as amended; to authorize the Selectmen to apply for, obtain and accept federal, state or other aid, any, which may be available for said project and to comply with all laws applicable to said project; to authorize the Selectmen to issue, negotiate, sell and deliver said bonds and notes and to determine the rate of interest thereon and the maturity and other terms thereof; and to authorize the Selectmen to take any other action or to pass any other vote relative thereto. [And further to raise and appropriate $\_\_\_\_\_\_\_\_ as the first year’s dept service payment on the bond.]*

*(Recommended/Not Recommended by Board of Selectmen)*

*(Recommended/Not Recommended by the Budget Committee)*

Discussion ensued in regards to the New Fire Station and improvements/renovation of existing Fire Station Warrant Article.

Jessica motioned to recommend the warrant article, Karen 2nd, 3 in favor, 4 opposed, hand vote taken, motion failed. Not recommend by the Budget Committee.

Karen and Maggie work on the MS 737 document that the Budget Committee is required to sign by January 29th, 2024. Karen or Jessica will contact the board members to come in and sign the document.

Upcoming dates of importance:

Registration for public offices opens on January 24th and ends February 2nd, 2024.

First Deliberative Session scheduled for Thursday February 8th, 2024, at 7:00pm.

Jim motioned to adjourn at 8:06 pm, Lenny 2nd, verbal vote taken, all in favor.

Respectfully submitted,

Douglas Boisvert