

**Minutes**  
**Nottingham Budget Committee Meeting**  
**Town Budget Public Hearing**  
**February 4, 2016**

**Members Present:** Anthony Dumas, Suzanne Edin, Jeff Wheeler, Miska Hadik, Michael Koester, Gene Reed, Jennifer Biron, Dawn Fernald, Carrie Lee, Donna Danis – BOS Rep, Susan Levenson – School Board Rep

**Excused Absences:**

**Other in Attendance:** Secretary Dawn Wirkkala, Charlie Brown, Hal Rafter, Gunnar Foss, Chet Batchelder, Sandra Weston, Nelson Thibault, Sandra Vilchock, Chris Robinson, Jaye Vilchock, Brett LeBlanc, Bonnie Winona, Herbert Calvitto, James Calderone, Heidi Carlson

Mr. Wheeler called the meeting to order and introductions were completed.

**2016 Town Budget Public Hearing:** Chair Wheeler opened the public hearing for the 2016 proposed town budget.

Mr. Sterndale reviewed the proposed 2016 budget department by department, offering details about those accounts with higher than expected increases or decreases.

Mr. Sterndale reviewed the Executive Department total was \$197,966.00, a 3% decrease of \$6,441.00. Expenses were reduced in the Equipment account, Printing account, as well as a reduction in the Merit Compensation Pool for employee raises.

Mr. Reed asked about the proposed warrant article increasing the Board of Selectmen to five members and if there would be changes to the budget. Mr. Sterndale reported the change wouldn't take place until 2017, if approved.

The total Town Clerk Department budget amount is \$70,881.00, a 2% increase of \$1,190.00. The increase in the Fees account is off set by a higher revenue amount.

The total Election Account budget amount is \$21,290.00, a 52% increase of \$7,325.00. This is for the additional elections and the needed staff work hours and training, additional ballot printing for those elections, as well as possible equipment to move the General Elections to the Nottingham School in November 2016.

The total Financial Administration Department budget amount is \$105,966.00, a 1% decrease of \$661.00. Deductions are seen in the Overtime account and Registry of Deeds account, but additional expenses in expected Advertising for public postings, as well as new expenses and fees related to a change over to direct deposit for employees.

Mr. Reed asked about the decrease for the Registry of Deeds account. Mr. Sterndale reported that financial administration registry account has been separated into two accounts, adding one for the Assessing Department.

The Assessing Department budget amount is \$75,145.00, a 9% decrease of \$7,162.00. The increase is the cost in the Data Verification account in the amount of \$14,172, but a decrease of \$23,000.00 in the Valuation Update account, which has been transferred back to the Revaluation Capital Reserve Fund as seen in the past.

The Legal Account budget amount is \$22,010.00, a 21% decrease in the amount of \$6,000.00; fewer legal needs are expected in 2016.

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The Personnel Administration Account budget amount is large at \$493,614.00, a 4% increase of \$20,327.00. This is primarily related to state mandated increases into the PD Retirement account and the FD Retirement account. There are also two new health insurance participants expected, increasing the total overall insurance premiums for the BC/BS account.

The Planning Board Department budget amount is \$28,216.00, a 36% increase of \$7,460.00. This increase is seen specifically for a review and update of the Impact Fee program in the Planner account totaling \$7,500.00. This new study will also include adding possible fees for recreation activities.

Mr. Reed asked about the new study. Mr. Sterndale reviewed there is a statutory requirement to review the Impact Fee program once every five years.

The Zoning Board Department budget amount is \$3,260.00, a 3% decrease of \$93.00.

The Town Hall and Other Building account budget amount is a total of \$213,239, a 43% increase of \$64,141.00. A large portion of the increase, of \$49,000.00, is seen in the CC Bldg Maintenance and Lib Bldg Maintenance accounts to re-shingle two roofs.

The Cemeteries Account budget amount is a total of \$9,000.00, which is level funded; this account is offset by revenues from the cemeteries trust fund.

The Insurance Account budget amount is a total of \$62,524.00, a 23% decrease of \$18,294.00. This deduction is primarily due to a change in insurance company for Property/Liability coverage and a Workers Compensation payment holiday.

Ms. Danis asked if this would be the last year for the payment holiday. Mr. Sterndale stated he believed it was, but the town had been told that before, and won't know for certain until later in the year.

The Regional Planning Association Account budget amount is a total of \$2,500, which is level funded. Mr. Sterndale reported the Town decided to withdraw from membership a few years ago, and is paying for services only when they are needed, providing a small overall savings.

The Police Department account budget amount is a total of \$549,055.00, a 1% increase of \$4,624.00. This change includes having a fully staffed department, but accounts for other charges the town hasn't seen before with the changes in how the state Police Academy funds training for new officers, which is required training for new officers. Decreases are seen in the Dues/Conferences, Publications, Cruiser, Gasoline, and Equipment Procurement/Maintenance accounts. Gasoline decreased \$3,000.00 with the overall lower fuel prices and the department will purchase a Ford Taurus instead of the Ford Explorer, at a lower cost.

Mr. Reed asked if there would be any consideration of eliminating the purchase of a new cruiser for one year, given the existing cruiser is still in good working order. Ms. Danis and Ms. Bonser stated their support of the Fire Department and Police Department plans to purchase, maintain and keep equipment safe. Mr. Sterndale reported the department isn't in a position to be without a vehicle, if accidents and/or maintenance issues disable more than one vehicle. The department could survive on three vehicles, but it makes it very difficult for the officers.

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Chief Foss stated he does not pre-purchase a vehicle just in case the town does not approve the cruiser and works with the dealer for an estimated cost of a new vehicle to take place after the amount is approved.

The Fire Department account budget amount is a total of \$250,455.00, a 6% decrease of \$16,190.00.

The biggest changes in the Fire Department budget are the Equipment/Office, Gasoline/Diesel, and Radio/Maint(enance) accounts. Decreases are also seen in the Hydrant Maintenance account for a total reduction of \$13,300.00; a hydrant was repaired in 2015 and no repairs are needed for 2016.

The Emergency Management Account budget amount is a total of \$9,010.00, a 112% increase of \$4,750.00. However, this large increase will be off set by a \$5,000.00 grant for the Hazard Mitigation report that needs to be completed.

The Highway department account budget amount is a total of \$540,270.00, a 1% increase of \$4,388.00. The increases are seen primarily in the Salary and Salt accounts.

The Shim and Sealcoat Account budget amount is a total of \$278,460.00, which is level funded from the prior year. Mr. Sterndale stated there is hope with lower oil prices the price of asphalt will also remain low; the materials are put out to bid on a per foot basis.

Chair Wheeler asked when road construction material rates are determined. Mr. Sterndale reported the town seeks bids from multiple paving companies and the length of road construction/reconstruction may adjust based on the rate of materials.

The Recycling Center Department account budget amount is a total of \$190,092.00, a 3% decrease of \$5,903.00. This decrease is less required testing at the closed Transfer Station and no new equipment purchases. However, there is an expected \$6000.00 increase expected for payment of trash disposal.

The Animal Control Account budget amount is a total of \$4,820.00, which is level funded.

The General Assistance Account budget amount is a total of \$12,630.00, a 17% decrease of \$2,574.00. Mr. Sterndale reported the town is in very good shape to provide required assistance to citizens in town; the town is required to assist those in need when assistance is not available or found from other sources. The current Welfare Director has been doing this type of work for a long time and is very good at determining alternative sources of assistance, when able.

Mr. Koester asked about the discrepancy between what was used in 2015 and what is being budgeted for 2016. Mr. Sterndale reported the town is required to provide that assistance, even if they don't budget any funds for assistance, and it wouldn't take very many cases for the town to use the existing or even proposed amount.

The Recreation Department account budget amount is a total of \$86,921.00, a 10% increase of \$8,230.00. The primary increase is a shifting of how the Nottingham Day program is funded; from the Recreation Revolving Fund to the General Fund but it should also be off set with revenue from the event in the amount of \$3,000.00. Another big future change for Recreation is to add a new online registration and scheduling software, which added \$3,000.00 to the budget.

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Mr. Reed asked about the resignation of the current director and reducing the salary account. Mr. Sterndale reported this shown 3% increase includes the increases seen in the prior year with the merit salary pool raises. The amount hasn't been decreased because there is the expectation that the Recreation Assistant will work additional hours to complete the on-going department tasks; the town found out about the resignation only one week ago, and the account is actually both the one full time director and the one part-time assistant.

The Library Account budget amount is a total of \$157,148.00, a 2% increase of \$3,688.00. The primary change is including the merit pool increases that were not seen previously; merit increases were included in the town total merit pool. The merit amounts were broken out from the Executive Department as requested by the prior Budget Committee.

The Historical Society Account budget amount is a total of \$10.00, which is level funded.

The Conservation Commission Account budget amount is a total of \$2,545.00, a 40% increase of \$725.00. The primary increase is the replacement of a water testing Turbidity Meter in the H2O Test/Maint Supply account in the amount of \$715.00.00.

The Debt Service Account budget amount is a total of \$194,410.00, a 3% decrease of \$6,738. This decrease is seen in lower interest amounts due for the long term debt.

Chair Wheeler reviewed the total Operating Budget amount was \$3,638,862.00, a 1.6% increase of \$56,712.00.

Mr. Batchelder asked if the proposed merit pool changes included the planned employee performance evaluations and efforts to level employee raise amount, which included setting tasks and goals. Ms. Danis reported the evaluation changes were made and implemented.

Mr. Batchelder asked about the increase in the Auditor account. Mr. Sterndale reported the price for the Auditor is a contracted price and it may include the additional GASB accounting requirements. Mr. Brown stated he believed the contract price was increased the prior year.

Mr. Batchelder asked about the Highway Fuel account amount and if there is an expectation to reduce that amount. Mr. Sterndale reported the amount can be reduced at Town Meeting, if the current winter conditions continue but didn't want to make changes while still in the season. The account would be closely monitored for possible change as more information becomes available over the next month.

Mr. Reed asked about the proposed 1.6% increased budget total and what the proposed tax impact would be if the amount included approved proposed warrant articles. Mr. Sterndale reviewed the proposed tax rate might increase a \$0.275, for a total of \$4.475 per \$1000.00 of property assessment for 2016. Mr. Sterndale stated the proposed rate amount is only applicable if assessed values remain the same as the prior year and the received revenues equal what was proposed; property valuation totals and revenue amounts will change.

Chair Wheeler reviewed the warrant articles. Articles #1 through #5, included the election of new town officers and Zoning Ordinance changes with articles #2 through #5.

**Article #6** To see if the municipality will vote to raise and appropriate the sum of \$750,000.00 (Seven Hundred Fifty Thousand Dollars) for the purchase and equipping of a new "quint" fire truck,

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and to authorize the issuance of not more than \$425,000.00 (Four Hundred Twenty Five Thousand Dollars) of bonds or notes in accordance with the provisions of the Municipal Finance Act (RSA 33) and to authorize the municipal officials to issue and negotiate such bonds or notes and to determine the rate of interest thereon. Furthermore, to authorize the withdrawal of \$325,000.00 (Three Hundred Twenty Five Thousand Dollars) from the Fire and Rescue Vehicle Capital Reserve Fund created for this purpose. **Two thirds (2/3) Ballot Vote Required.** The estimated tax impact is \$0.143 per \$1,000 of property valuation. The Board of Selectmen recommends this appropriation (3-0).

Mr. Brown stated he has heard from Fire Department personnel that this will help provide additional safety features for department staff. Ms. Bonser stated she was skeptical at first, but after the presentations believe it is worth the expense to provide the additional safety functions for the fire fighters and residents.

Article #7 To see if the Town will vote to raise and appropriate the sum of **\$3,638,862.00** (Three Million Six Hundred Thirty Eight Thousand Eight Hundred Sixty Two Dollars) for the 2016 Operating Budget. This article does not include appropriations voted in other special or individual warrant articles addressed in this warrant. **Majority Vote Required.** The estimated tax impact is \$3.613 per \$1,000 of property valuation. The Board of Selectmen recommends this appropriation (3-0).

There were no public questions or comments.

**ARTICLE #8:** To see if the Town will vote to raise and appropriate the sum of **\$100,000.00** (one hundred thousand dollars) for the purpose of developing recreational facilities, including but not limited to ballfields and trails at the Marston Farm, said funds to be withdrawn from the existing Recreation Revolving Fund; and, to authorize the Board of Selectmen to apply for and accept gifts, grants, and donations for that purpose, which shall be accounted for separately, as required by law. This will be a non-lapsing appropriation per RSA 32:7, VI and will not lapse until the project is completed or by December 31, 2020, whichever is sooner. **Majority vote required.** There is no tax impact for this appropriation. The Board of Selectmen recommends this appropriation (3-0).

Mr. Sterndale reported this warrant article language changed slightly from how it was originally presented at the prior meeting according to recommendations from the NH Department of Revenue and Town Counsel. The town has the ability to use any of the funds from the Recreation Revolving account for up to five years. Having a second warrant article could help make the process for funding the Marston project cleaner and easier to understand, and it also provides the town the ability to move forward with some of the construction, even if the additional \$100,000.00 was not approved in article #9.

**ARTICLE #9:** To see if the Town will vote to raise and appropriate the sum of **\$100,000.00** (one hundred thousand dollars) for the purpose of developing recreational facilities, including but not limited to ballfields and trails at the Marston Farm, said funds to be raised through taxation. This will be a non-lapsing appropriation per RSA 32:7, VI and will not lapse until the project is completed or by December 31, 2020, whichever is sooner. The estimated tax impact is \$0.16 per \$1,000 of property valuation. The Board of Selectmen recommends this appropriation (2-1).

There were no public questions or comments.

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**ARTICLE #10:** To see if the Town will vote to raise and appropriate the sum of **\$100,000.00** (One Hundred Thousand Dollars) to be added to the Fire Department Vehicle Capital Reserve Fund for the purpose of purchasing Fire/Rescue vehicles. **Majority vote required.** The estimated tax impact is \$0.16 per \$1,000 of property valuation. The Board of Selectmen recommends this appropriation (3-0).

There was no public comment. Mr. Sterndale explained this amount has been increased to \$100,000.00, which will provide the funds to make the first year payment on the bond of \$85,000.00. The vote for the quint purchase must be voted on first, by law, because it is a bond warrant article and there is no real tax impact in 2016 for warrant article #6. If the quint is approved, the amount for the CRF will be reduced significantly for 2017.

Ms. Danis responded the Selectmen tried to keep the annual fire department vehicle and capital reserve funding amount level, to approximately \$100,000.00. There will be a higher amount of the total used to repay the bond, with a lower amount going into the CRF and that shifting as the bond is paid back. This is a well thought out plan and provide the town to continue to build the CRF and Mr. Batchelder asked about the tax impact as proposed in article #6, given that it technically won't increase the town budget until 2017. Mr. Sterndale stated the first payment will come from the capital reserve fund and warrant article #10, and the first official bond payment will start in 2017, but the tax impact language is required to be included, as requested at a prior Town Meeting. Ms. Danis asked Mr. Sterndale to review possible changes to the tax impact language to provide further explanation to the amount.

Chair Wheeler asked if the committee could vote to recommend article #6 and/or article #10 if the tax impact wording changed after the committee vote. After discussion it was determined the committee would vote on warrant article #6 with the assumption that the only change being proposed was the proposed tax rate, the wording for warrant article #10 would remain the same.

General discussion took place about the estimated amounts of truck payments and interest payments would be due to the bond bank, when payments would be paid and what the annual payments for the quint could be if the warrant article was passed by the voters, and the mathematical equations used to determine the tax impact amounts.

**ARTICLE #11:** To see if the Town will vote to raise and appropriate the sum of **\$200,000.00** (Two Hundred Thousand Dollars) for engineering, design and highway construction and reconstruction on Gebig Road, Ledge Farm Road, Deerfield Road or other roads in Nottingham if a priority arises. This is a non-lapsing appropriation per RSA 32:7 VI and will not lapse until the work is complete or not later than one year after the end of fiscal year 2016, whichever occurs earlier. **Majority Vote Required.** The estimated tax impact is \$0.336 per \$1,000 of property valuation. The Board of Selectmen recommends this appropriation (3-0).

There were no public questions or comments.

**ARTICLE #12:** To see if the town will vote to establish a contingency fund for the current year for unanticipated expenses, pursuant to RSA 31:98-a, and related to employee retirements and terminations that may arise, and further to raise and appropriate \$20,000.00 (Twenty Thousand Dollars) to go into the fund. This sum to come from fund balance and no amount to be raised from taxation. Any appropriation left in the fund at the end of the year will lapse to the general fund. **Majority Vote Required.** The estimated tax impact is \$0.000 per \$1,000 of property valuation. The Board of Selectmen recommends this appropriation (3-0).

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There were no public questions or comments.

**ARTICLE #13:** To see if the Town will vote to establish an expendable trust fund under the provisions of RSA 31:19-a to be known as the Invasive Species Prevention and Eradication Removal Fund for the purpose of protecting Nottingham lakes and ponds. Furthermore, to raise and appropriate the sum of **\$10,000.00** (ten thousand dollars) to be placed in this fund, with this amount to come from taxation; further to name the Selectmen as agents to expend from the fund. **Majority vote required.** The estimated tax impact is \$0.016 per \$1,000 of property valuation. The Board of Selectmen recommends this appropriation (2-1 abstained).

There were no public questions or comments.

**ARTICLE #14:** To see if the Town will vote to raise and appropriate the sum of **\$75,000.00** (Seventy Five Thousand Dollars) to be added to the Highway Truck Capital Reserve Fund previously established for the purpose of purchasing trucks for the Highway Department. **Majority Vote Required.** The estimated tax impact is \$0.126 per \$1,000 of property valuation. The Board of Selectmen recommends this appropriation (3-0).

Ms. Fernald asked about the balance of the CRF. Mr. Sterndale reported the balance is close to zero with the purchase of the new dump truck in 2015 and the next purchase is proposed for 2019, but that date could change as needed.

**ARTICLE #15:** To see if the Town will vote to raise and appropriate the sum **\$25,000.00** (Twenty Five Thousand Dollars) to be added to the previously established Capital Reserve Fund for the purpose of performing a statutory revaluation of property every five years. The next revaluation will take place in 2020. **Majority vote required.** The estimated tax impact is \$0.042 per \$1,000 of property valuation. The Board of Selectmen recommends this appropriation (3-0).

There were no public questions or comments.

**ARTICLE #16:** To see if the Town will vote to raise and appropriate the sum of **\$22,100.00** (Twenty Two Thousand One Hundred Dollars) for the purpose of purchasing the necessary fuel, supplies, equipment, and maintenance to run the ambulance and billing services for 2016; and to authorize the withdrawal of **\$22,100.00** (Twenty Two Thousand One Hundred Dollars) from the Ambulance and Equipment Replacement Special Revenue Fund created for this purpose. **Majority vote required.** The estimated tax impact is \$0.00 per \$1,000 of property valuation. The Board of Selectmen recommends this appropriation (3-0).

There were no public questions or comments.

**ARTICLE #17:** To see if the Town will vote to raise and appropriate the sum of **\$5,000.00** (Five Thousand Dollars) to be added to the Non-Capital Reserve Fund previously established for the purpose of funding the Tri-Centennial Fund for the celebration of the Town of Nottingham's 300<sup>th</sup> Birthday to take place in the year 2022. **Majority vote required.** The estimated tax impact is \$0.008 per \$1,000 of property valuation. The Board of Selectmen recommends this appropriation (3-0).

Ms. Biron asked about the amount that will be built up in the fund and estimated total cost of the celebration. Ms. Bonser stated the fund currently has an approximate \$9,000.00 and if it continues won't cover the entire cost of the celebration. Ms. Bonser and Ms. Danis stated the town hasn't determined the total cost and would like to start the planning phase in the next year or so.

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**ARTICLE #18:** To see if the Town will vote to raise and appropriate the sum of **\$5,000.00** (Five Thousand Dollars) to be added to the Expendable Trust Fund previously established for the purpose of maintenance, repair or replacement of Heating, Ventilation & Air Conditioning (HVAC), Electrical, Plumbing or other major systems in Town buildings or facilities and appoint the Selectmen as agents to expend from the fund. **Majority vote required.** The estimated tax impact is \$0.008 per \$1,000 of property valuation. The Board of Selectmen recommends this appropriation (3-0).

Mr. Hadik asked about the available balance in the HVAC fund and are there any anticipated expenses. Mr. Sterndale reported the fund has \$9000.00 and he has an expectation of replacing the boiler sooner versus later. Mr. Brown reported the current furnace is approximately 30 years old.

**ARTICLE #19:** To see if the Town will vote to raise and appropriate the sum of **\$26,575.00** (Twenty Six Thousand Five Hundred Seventy Five Dollars) in support of the following Social Service Agencies:

<b>AGENCY</b>	<b>AMOUNT</b>
AIDS Response Seacoast	\$575.00
American Red Cross Great Bay Chapter	\$500.00
Area HomeCare & Family Services, Inc.	\$1,100.00
CASA - Court Appointed Special Advocates	\$500.00
Child Advocacy Center	\$1,750.00
Child and Family Services	\$1,000.00
Cornerstone VNA	\$2,400.00
Friends Program RSVP	\$100.00
Haven (A Safe Place & merge w/ SASS)	\$1,450.00
Lamprey Health Care	\$4,500.00
Ready Rides	\$1,500.00
Richie McFarland Children's Center	\$2,700.00
Rockingham County Community Action Program	\$5,500.00
Rockingham Nutrition & Meals on Wheels	\$1,400.00
Seacoast Family Promise	\$100.00
Seacoast Mental Health	\$1,000.00
Victims Inc.	\$500.00
<b>GRAND TOTAL</b>	<b>\$26,575.00</b>

**Majority vote required.** The estimated tax impact is \$.0045 per \$1,000 of property valuation. The Board of Selectmen recommends this appropriation (3-0).

Mr. Koester asked if the listed tax impact amount was correct. It was determined the amount listed was incorrect; the actual amount was \$0.0425 per \$1,000 of property valuation and the information would be corrected.

Chair Wheeler closed the public hearing and comment portion of the meeting.

Chair Wheeler reviewed the warrant articles for motion, discussion and vote of recommendation.

**Article #6 Discussion**



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**Motion: by Mr. Koester, second by Mr. Hadik to recommend Article #6 as read.**

Mr. Reed asked the committee to delay their decision to put forward a warrant article for the quint until further research could be completed. There are additional expenses included in the purchase, such as bond processing fees, and there might also be an ability to use a town trust fund to reduce the overall payment quint. Mr. Reed stated he isn't sure if the purchase is a need or a want and the CIP committee established the priority level #1, which indicates more of a need. He has concern about the town general fund balance is less than the NH DRA recommended amount, as well as increasing the overall tax burden with a high level of uncollected property taxes, properties being lienied for non-payment of taxes, the a trending increase of the school budget, and citizen incomes not necessarily increasing at the same level.

Mr. Reed stated additional funding sources, such as grants have not been sought, trust funds available and leaving the payment method to be solely on property taxes. Property taxes are increasing in unknown amounts, the 8% projected taxes just for the school, zero increases in Social Security for those who are retired, and Town employees on average getting 3% salary increases. The trending increases seen with school and town spending, exceeds the ability of retirees and low income households to keep up with increasing property taxes and to try and maintain their standard of living.

Chair Wheeler asked if Chief Vilchuck wanted to respond. Chief Vilchuck had no additional comments.

Mr. Koester stated it was deceptive to reference an \$800,000.00 purchase when the negotiated price for the quint would be \$750,000.00 and the total bonded amount will be \$425,000.00 with the previously raised \$325,000.00 being used from the capital reserve fund; the town will not need to raise \$750,000.00.

Ms. Danis explained the estimated difference in cost between a new similar fire truck versus the quint would be an additional \$250,000.00, with the additional safety factors associated with the quint.

Chair Wheeler stated he believed the quint was a safer option for both property and fire fighters.

Ms. Levenson thanked Mr. Reed for presenting an alternate point of view, as both should be seen, and would like to see a little further clarification about the features of the quint and the actual cost.

Mr. Hadik offered his support for the purchase of the quint.

Ms. Danis announced the bond hearing for the quint would take place on February 15, 2016

Ms. Biron asked about a proposed amendment to the wording in Article #6 to clarify the tax impact information.

Chair Wheeler asked for a motion to recommend the warrant article as amended.

**Motion: by Ms. Danis, second by Mr. Hadik to recommend article #6 for the purchase and equipping of a new quint, as amended.**

**Vote: 8 in favor, 3 against.**

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Mr. Koester asked the committee to review the proposed amount for the Highway department Fuel account and to reduce the amount from \$75,000.00 to \$55,000.00 based on the lower fuel expenses.

Ms. Danis expressed her concern about lowering the fuel amount not knowing how the remaining winter plowing season will go.

Chair Wheeler asked if it would be appropriate to reduce the amount during town meeting, if deemed appropriate. Mr. Koester recommended reducing the amount now and increasing it if necessary.

**Motion:** by Mr. Koester, second by Mr. Reed to reduce the Highway Fuel account (line #265) to \$55,000.00.

**Vote:** 10 in favor, 1 against.

Mr. Dumas asked if the cost of asphalt would also be reduced. Mr. Sterndale stated the town would not know until the bids were sent out later in the spring; the amount of road work completed would increase or decrease based on the cost of all materials needed for road construction.

**Motion:** by Mr. Dumas, second by Mr. Koester to recommend article #7 to raise and appropriate the sum of \$3,618,862.00 for the 2016 Operating Budget, as amended.

**Vote:** 10 in favor, 1 against.

**Motion:** by Ms. Fernald, second by Ms. Lee to recommend article #8 to raise and appropriate \$100,000.00 to develop Marston Property, monies to be off set from the Recreation Revolving fund.

Ms. Fernald asked about the raise and appropriate language versus transferred. Mr. Sterndale reported it was DRA approved; originally the article was written without the wording and the town was told to add that wording. Ms. Levenson reported the school has gone through this as well and it is required.

Mr. Reed asked if the funds could be used for any purpose for the Marston property and would individual expenditure go before the public for a citizen vote. Mr. Sterndale reported the funds could only be used to develop the Marston Property. Ms. Danis stated it would be a vote by the Selectmen and the public could participate and comment on individual expenditures at the time the actual funds are requested.

Chair Wheeler called the vote to recommend Article #8.

**Vote:** 11 in favor.

**Motion:** by Mr. Hadik, second by Ms. Danis to recommend article #9 to raise and appropriate \$100,000.00 to develop Marston Property, monies to be raised by taxation.

Mr. Reed asked about the length of time the funds would be available; could they be until 2020. Ms. Danis stated this specific \$100,000.00 would be used by or before 2020 and if not used returned to the general fund. There is the expectation to seek additional funds at future town meetings as more of the development expenses and phases are determined and needed. It wouldn't be in the best interest of the town to seek millions of dollars to complete the development in one year. Mr.

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Hadik stated the town will also seek alternative sources of funding to help reduce the tax impact on the town.

**Vote:** 10 in favor, 1 against.

**Motion:** by Ms. Danis, second by Mr. Hadik to recommend article #10 to raise and appropriate the sum of \$100,000.00 to be added to the Fire Vehicle Capital Reserve Fund.

Mr. Koester stated it is a good plan to keep the expenditure for fire vehicles level funded. These funds would be raised, if the article passes, regardless of the vote for the quint.

**Vote:** 11 in favor.

**Motion:** by Mr. Reed, second by Ms. Danis to recommend article #11 to raise and appropriate \$200,000.00 for highway construction and reconstruction.

Mr. Reed asked why the warrant article was non-lapsing. Ms. Bonser stated it does provide the town the ability to postpone use of those funds for road work until 2017, if something were to happen and road work not completed.

**Vote:** 11 in favor.

**Motion:** by Mr. Dumas, second by Ms. Danis to recommend article #12 to establish a contingency fund in the amount of \$20,000.00 for unanticipated expenses related to employee retirements and terminations, no money to be raised by taxation and funds to come from the general fund.

It was clarified the “fund balance” was essentially the towns savings account. The funds would come from and return back to the fund balance only for the specific reason listed, preventing the use of the funds for any other purpose.

**Vote:** 11 in favor.

**Motion:** by Mr. Reed, second by Ms. Lee to recommend article #13 to establish an expendable trust fund for the Invasive Species Prevention and Eradication Removal Fund to protect Nottingham lakes and ponds and to raise and appropriate \$10,000.00.

Ms. Lee asked if there would be a recommended balance for the account. Ms. Danis replied an estimated eradication cost could be as high as \$30,000.00, and part of the purpose of this fund is to also prevent infestation of invasive species and address any corrective needs as soon as possible.

Mr. Hadik asked if it is a state park, why isn't the state responsible. Ms. Danis responded the PLIA is working with the manager of the state park to inspect boats prior to launch at individual camp sites, involve state park workers with inspection training, and it isn't specifically known why the state doesn't take care of eradicating invasive species.

**Vote:** 11 in favor.

**Motion:** by Ms. Danis, second by Ms. Lee to recommend article #14 to raise and appropriate \$75,000.00 to be added to the Highway Vehicle Capital Reserve Fund.

It was stated this amount was increased from \$50,000.00 in 2015 to the \$75,000.00 for 2016 in an effort to replenish the account for the next purchase.

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**Vote:** 11 in favor.

**Motion:** by Mr. Reed, second by Mr. Hadik to recommend article #15 to raise and appropriate \$25,000.00 to be added to the Revaluation Capital Reserve Fund.

It was stated this fund had a zero balance and will be used to pay for the revaluation in 2020. Mr. Reed stated that revaluing the town is a mandatory requirement every five years.

**Vote:** 11 in favor.

**Motion:** by Ms. Danis, second by Mr. Reed to recommend article #16 to raise and appropriate and authorize the withdrawal of \$22,100.00 from the special ambulance fund to fund the operating expenses of the ambulance.

**Vote:** 11 in favor.

**Motion:** by Mr. Reed, second by Ms. Danis to recommend article #17 to raise and appropriate \$5,000.00 for the Tri-Centennial non-capital reserve fund.

General discussion took place about what would be needed to fund the celebration and it was stated a committee would start work in the next couple of years.

**Vote:** 11 in favor.

**Motion:** by Mr. Dumas, second by Mr. Hadik to recommend article #18 to raise and appropriate \$5,000.00 for the HVAC expendable trust fund.

**Vote:** 11 in favor.

**Motion:** by Ms. Lee, second by Mr. Koester to recommend article #19 to raise and appropriate \$26,575.00 for social services agencies.

Mr. Hadik asked why social services remains a warrant article and doesn't become part of the regular budget. It was stated the agencies could change yearly based on the services they provide to the town to make sure services are being received. It was stated the agencies are reviewed with the Welfare Director annually and service response reviewed to determine if they should remain a supported agency.

**Vote:** 11 in favor.

It was stated the committee members would be able to sign the MS-737 once the finalized form is received from the state.

Chair Wheeler reviewed the proposed revenues for 2016 with a total estimated amount of \$2,390,100.00

**Motion:** by Mr. Koester, second by Ms. Lee to approve the 2016 revenues as presented on the MS-737.

**Vote:** 11 – 0 in favor.

**Approval of Minutes:** Chair Wheeler postponed the approval of minutes.

**ROUNDTABLE:** Ms. Danis thanked the committee members for their work on the town budget.

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Chair Wheeler thanked everyone for their participation.

**ADJOURNMENT**: Having no further business,

10:12 PM **Motion:** by Mr. Dumas, second by Ms. Lee.

**Vote:** 11 – 0 in favor.

Respectfully Submitted,

Dawn Calley-Murdough