

**TOWN OF KINGSTON, NEW HAMPSHIRE
MUNICIPAL BUDGET COMMITTEE
BUDGET REVIEW MEETING
January 6, 2018
DRAFT MINUTES**

1. CALL TO ORDER/ POSTINGS

Chair Rick Edelman called KMBC meeting to order at 9:10am.
Board of Selectman meeting called to order at 9:09am.

2. ATTENDANCE

Present:

Rick Edelman, Carol Croteau, Sandy Seaman, Larry Heath, Ed Conant,
Charles Hart, Mary Fidler, Gary Shallet, Stanley Shalett, Lynn Gainty,
Sandi Rogers-Osterloh.

BOS members: Peter Broderick, George Korn, Mark Heitz

Absent:

Lyndsey Cunningham excused.

3. APPROVAL OF MINUTES

Per Rick Edelman, December 10, 2017 minutes were sent to town clerk, but were not sent out to him, so that is why KMBC members have not received yet. Mr Edelman said that he will get the minutes sent to the KMBC members for approval at our Saturday, January 13, 2018 meeting.

4. NEW BUSINESS

Motion Made by Carol Croteau, second by Lynn Gainty, to have Glenn Coppleman present the 2018 Capital Improvement Plan (CIP) to the KMBC and Board of Selectman. Motion passed.

Mr Coppleman passed out a copy of the Draft Capital Improvement Plan to the KMBC and Board of Selectman. Mr Coppleman stated that the CIP is a document that is allowed by state statute for towns that have Master Plans. State statute states, the Planning Board is in charge of generating the CIP report by subcommittee. KMBC also participate on this subcommittee. This document is a report that reviews department capital expenditures of over \$10,000 over a six year time period. The 2018 CIP report reviews the years 2018-2023. The CIP is an advisory document only, it does not raise or appropriate money. It is meant as a planning tool for the Board of Selectman and Budget Committee. The CIP report that Mr Coppleman presented was a draft document and will be presented and accepted by the Planning Board.

Mr Coppleman asked members to turn to the spreadsheet within the document to review the information. The spreadsheet listed the projects or equipment, dollar values and the year the project is anticipated to be done. The spreadsheet also indicated the funding stream of the project or equipment, ie: warrant article, CRP, or budget line.

Motion made by Ed Conant to take Fire out of order, second by Sandy Seaman. Motion passed.

Mr Edelman stated that if someone wanted to discuss or change a budget line, to call a Bye, and the line will be tagged for review.

FIRE 4220

Ed Conant read the budget lines.

Comstar: Rick Edelman asked Fire Chief Seaman to explain this line. Per Fire Chief Seaman, he has been working with Seacoast Fire Chiefs by going out for an RFP for a new Billing Agent. This line is offset by revenues, but with higher revenues, the costs are higher. The new billing agent is out of Pennsylvania.

Electricity: Rick Edelman made motion to fund this line at \$9500, second by Charles Hart

76 Discussion: Per Chief Seaman he refers this line to the Board of
77 Selectman.

78
79 Yeas: 12 Nays: 0 Abst: 0 Motion Passed

80
81 **Equipment Repair:** Rick Edelman made motion to reduce this line to
82 \$6800, second by Carol Croteau

83 Ed Conant requested a 5 minute recess to install year to date
84 expenditures into his spreadsheet.

85 Ellen Faulkner was recognized from the floor, she asked if these were
86 all the expenditures, she asked if there could still be outstanding
87 expenditures not available for today's meeting. Mr Edelman stated
88 that he got the revenues this week and was assured by the financial
89 office that the information was up-to-date.

90
91 Recessed called 9:43am

92 Meeting called back to order at 9:50am

93
94 Discussion: Larry Heath stated that this line should stay the same.
95 Rick stated that his requests for deductions were small but that the
96 deductions would add up in the end.

97
98 Yeas: 5 Nays: 6 Abst: 0 Motion Failed

99
100 **Heat:** Rick Edelman made motion to reduce this line to \$7500, second
101 by Sandy Seaman.

102 Discussion: Mark Heitz stated that the town has seen an increase in
103 the propane costs, and with the extreme cold lately, he would rather
104 not see this line decrease.

105
106 Yeas: 6 Nays: 6 Abst: 0 Motion Failed

107
108 Lynn Gainty made a motion to fund this line to \$7800, second by Rick
109 Edelman.

110
111 Yeas: 9 Nays: 3 Abst: 0 Motion Passed

112
113 **Protective Clothing:** Rick Edelman made a motion to fund this line to
114 \$16,000, second by Mary Fidler.

Discussion: Per Mr Edelman based on history spending should be decreased. A discussion followed regarding the number of sets of gears needed and also personnel get a \$50 clothing expense.

Yeas: 7 Nays: 4 Abst: 0 Motion Passed

Seminars and Trainings: Rick Edelman made a motion to fund this line at \$8750, second by Mary Fidler.

Discussion: Chief Seaman that he anticipates a training with the Police dept. on active shooter, also requires lots of consumables.

Yeas: 7 Nays: 5 Abst: 0 Motion Passed

Uniforms: Rick Edelman made motion to fund this line at \$4200, second by Carol Croteau.

Discussion: Based on spending history, Mr Edelman stated this line should be changed.

Yeas: 8 Nays: 3 Abst: 1 Motion Passed

Ed Conant read the new budget total of \$586,250.

Rick Edelman made a motion to accept \$586,250, second by Mary Fidler.

Yeas: 10 Nays: 2 Abst: 0 Motion passed

FOREST FIRES 4221

Ed Conant read budget line and budget total.

Chief Seaman stated 2017 was a quiet forest fire season.

Lynn Gainty made a motion to accept the budget total of \$3000, second by Sandy Seaman

Yeas: 12 Nays: 0 Abst: 0 Motion passed

154
155
156 **EMERGENCY MANAGEMENT 4290**
157

158 Ed Conant read the budget lines.

159 **Field Equipment:** Rick Edelman made a motion to change to \$300, no
160 second, no change

161
162 **Seminars and Trainings:** Rick Edelman made motion to change to
163 \$750, second by Ed Conant

164
165 Yeas: 12 Nays: 0 Abst: 0 Motion Passed

166
167 **Supplies:** Rick made a motion to change to \$400, second by Mary
168 Fidler

169
170 Discussion: Charles Hart stated he would not want this line reduced.

171
172 Yeas: 3 Nays: 8 Abst: 0 Motion failed

173
174 Ed Conant read the new budget total of \$29,464.

175
176 Lynn Gainty made a motion to accept \$29,464, second by Ed Conant

177
178 Yeas: 12 Nays: 0 Abst: 0 Motion Passed

179
180 Ed Conant made motion to take Police and Pest and Animal Control out
181 of order, second by Rick Edelman, Motion Passed.

182
183 **POLICE 4210**
184

185 Ed Conant read the budget lines

186 **Salaries:** Rick Edelman asked Police Chief Briggs to discuss salaries in
187 that there is \$10,000 over spent in actuals in full time/part time lines.
188 Per Police Chief Briggs, full time, if over spent can tap other lines to
189 cover, Part time personnel can work 2-3 times a week and uses part
190 time personnel rather than pay overtime to full time personnel.

191 During the 2017 year, a part time hire went to full time. He said he
192 had difficulty hiring new personnel.

Secretary: Mark Heitz asked that this line be change to actual, \$44,720. Ed Conant made motion to change line to \$44,720, second by Sandy Seaman.

Yeas: 12 Nays: 0 Abs: 0 Motion Passed

Books: Rick Edelman asked about this expenditure, Chief Briggs stated that new books are purchased at the end of the year.

Capital Equipment: Lynn Gainty asked Chief Briggs to discuss the line. He is replacing laptops in 2018. No change in line

Computer: Per Chief Briggs this line is set by IMC-software contract.

Cruiser Maintenance: Rick Edelman made motion to change the \$16,000, second by Mary Fidler.

Discussion: Charles Hart asked if there were outstanding bills for December, Chief Briggs said he didn't know of any outstanding bills. Mr Edelman stated that he went with actuals when suggesting the line change.

Yeas: 4 Nays: 7 Abst: 0 Motion Failed

Electricity: Rick Edelman made a motion to change \$7000, second by Carol Croteau

Yeas: 12 Nays: Abst: 0 Motion Passed

Equipment/Supplies: Chuck Hart recommended an increase of \$500 from 2017 request.

Lynn Gainty made a motion for \$1525, second by Larry Heath

Yays: 12 Nays: 0 Abst: 0 Motion Passed

Prosecutor: Peter Broderick asked that this line be changed to \$17,880.

Rick Edelman made a motion for \$17,880, second by Lynn Gainty.

232
233 Yeas: 12 Nays: 0 Abst: 0 Motion Passed
234
235

236
237 **Telephone:** Rick Edelman made a motion to fund this line at \$5300,
238 second by Mary Fidler
239

240 Yeas: 10 Nays: 2 Abst: 0 Motion Passed
241

242 Ed Conant read the budget total \$751,987.
243 Lynn Gainty made a motion to accept \$751,987, second by Sandy
244 Seaman.
245

246 Yeas: 12 Nays: 0 Abst: 0 Motion Passed
247
248

249 **PEST AND ANIMAL CONTROL 4414**
250

251 **Heat/Services:** Rick Edelman made a motion for \$200, seconded by
252 Carol Croteau.
253

254 Discussion: Chief Brigs stated that the furnace in the animal shelter is
255 only turned on when necessary. He may keep an animal in the shelter
256 for 2 to 3 weeks, and if longer the animal is transferred to the
257 NHSPCA.
258

259 Yeas: 1 Nays: 11 Abst: 0 Motion Failed
260

261 **Mosquito:** Mark Heitz stated that this line should stay the same
262 because they town never knows when spraying may be necessary for
263 EEE, West Nile, for spraying of the ballfields. This is typically done
264 when the state gets a positive test result in our area and the state will
265 notify us of this positive test.
266

267 Rick Edelman made a motion to change this line to \$33,100, second by
268 Carol Croteau.
269

270 Yeas: 4 Nays: 8 Abst: 0 Motion Failed

271
272 Ed Conant read budget total line of \$54,051. Lynn Gainty made a
273 motion to accept \$54,051, second by Sandy Seaman.

274
275 Yeas: 11 Nays: 1 Abst: 0 Motion Passed

276
277 Ed Conant made a motion to take Municipal and Highways out of order,
278 second by Sandy Seaman. Motion Passed

279
280 **MUNICIPAL 4194**

281
282 Ed Conant read the budget lines.

283
284 **Salaries:** Ed Conant made a motion to change to \$84,760, second by
285 Sandy Seaman

286
287 Yeas: 12 Nays: 0 Abst: 0 Motion Passed

288
289 **Capital Improvements:** Rick Edelman made a motion to change to
290 \$17,000, second by Ed Conant.

291
292 Discussion: Rick Edelman stated that when this line was presented
293 originally that this line had \$20,000 increase, and the reason for the
294 increase in this line was for a new floor for the Recreational Center.
295 He said that according to Rich St Hilaire did not agree with this cost
296 being put in this line, but he was told to do so by the Board of
297 Selectman. There was discussion that other options are available for
298 this floor that are less expensive, and Rich St Hilaire agreed, ie
299 painting the floor.

300 Rich St Hilaire stated that the police department will need a new
301 furnace; which will be approximately \$25,000, there are other projects
302 that need to be done like new steps and repointing the masonry at the
303 Nichols Museum with a cost approximately \$32,000.

304 Lynn Gainty stated that we should look at spending some of this out of
305 Capital Reserve fund or the "contingency" fund. Lynn Gainty stated
306 that the Capital Reserve fund is at \$155,000.

307
308 Ellen Faulkner was recognized from the floor, she stated that she
309 discouraged changing this line. There is "lots of work to Nichols."

The BOS were asked why the steps and repointing repairs of the Nichols Museum were not going to warrant article. Mark Heitz stated that the voters have passed several warrant articles for the repairs of this building. He stated, it is clear that the town wants to keep this building in good shape so we(BOS) feel we should fund those repairs in the budget.

Rick Edelman stated that all these repairs were not discussed when this budget was presented to KMBC in December. Rich St Hilaire stated that he does this budget in June, therefore he does not know what may needed later in the year. Mr Edelman stated that all this is new information and was not discussed when the budget was presented in December.

Mr Edelman called for the vote on the motion.

Yeas: 3 Nays: 9 Abst: 0 Motion Failed

Ed Conant made a motion to fund this line at \$25,000, second by Rick Edelman

Discussion: Ellen Falkner was recognized from the floor, she staed there is a list of priorities and sometimes priorities change.

Yeas: 7 Nays: 5 Abst: 0 Motion Passed

Heat: Lynn Gainty made a motion to fund this line at \$12,000, second by Sandy Seaman.

Discussion: Peter Broderick that this may not be enough to meet the needs of the town. Lynn Gainty stated that we take into account the needs of the town and cut where we can. Mark Heitz said that this an unusually cold winter and propane costs are up.

Lynn Gainty and Sandy Seaman withdrew their motion.

Ed Conant read the new total: \$203,961

Rick Edelman made a motion to accept \$203,961, second by Ed Conant.

Yeas: 11 Nays: 1 Abst: 0 Motion Passed

Recess for 5 minutes at 11:22 am.

Meeting called to order at 11:29 am

HIGHWAY DEPT 4312

Ed Conant read the budget lines.

Ed Conant read the budget total of \$305,360.

Ed Conant made a motion to accept \$305,360, second by Lynn Gainty.

Yeas: 11 Nays: 0 Abst: 1 Motion Passed

Mark Heitz stated that we should be asking for byes on lines that have over spends. Rick Edelman stated that Peter Broderick presents the budget, if your department heads are overspending you should be asking why. Lynn Gainty stated as a Selectman, when you get monthly expenditures, and if your department heads are overspending, you should be discussing it with them. Ms Gainty stated it is Board of Selectman's job to manage those budgets.

Ellen Faulkner was recognized from the floor, she stated that the Board of Selectman and the Budget Committee is suppose to have an adversarial discussion which may focus on cuts to line items. She stated it is set up to be this way.

Carol Croteau stated if line items are over spent, then we can use the contingency fund. Mark Heitz stated that if we are overspending, we should be using under expended funds. The contingency fund is for increasing the budget.

Overtime: Lynn Gainty made a motion to fund this line at \$55,000, second Ed Conant the motion.

Yeas: 9 Nays: 2 Abs: 1 Motion Passed

Salt/Ice Treatment: Lynn Gainty stated that this line is budgeted for \$80,000, per actuals cost is \$102,294. Lynn Gainty made motion to increase this line to \$100,000, second by Larry Heath.

Discussion: Rich St Hilaire stated he does not want that much money in that line.

Yeas: 5 Nays: 6 Abst: 0 Motion Failed

Lynn Gainty made a motion to change the line to \$80,000, second by Sandy Seaman.

Yeas: 12 Nays: 0 Abst: 0 Motion Passed

Dues: Rick Edelman made a motion to change this line to \$75, second by Carol Croteau

Yeas: 11 Nays: 1 Abst: 0 Motion Passed

Electricity: Rick Edelman made a motion to change this line to \$6250, second by Carol Croteau

Discussion: Rich St Hilaire stated he was OK with this figure

Yeas: 12 Nays: 0 Abst: 0 Motion Passed

Grant Match:

Rich St Hilaire stated that he has no grants.

Lynn Gainty made a motion to fund this line at \$1, second Sandy Seaman.

Yeas: 12 Nays: 0 Abst: 0 Motion Passed

Heat: Lynn made a motion to fund this line at \$6000, second by Sandy Seaman.

Yeas: 12 Nays: 0 Abst: 0 Motion Passed

Hot Mix: Chuck Hart asked if there is a difference if new roads were in the budget or by warrant article. Rich St Hilaire stated that the voters want the cost of new roads in the budget not by warrant article.

Lumber: Rick Edelman made a motion to fund at \$750, second by Ed Conant.

Discussion: Rich St Hilaire said he was OK with this figure.

Yeas: 12 Nays: 0 Abst: 0 Motion Passed

Oil and Grease: Rick made a motion to fund this line at \$2000, second by Carol Croteau

Discussion: Rich St Hilaire said he has already spent \$1400 or \$1500. Mr Edelman and Ms Croteau withdrew their motions.

Safety: Rick Edelman made a motion to fund this line at \$2500, second by Mary Fidler.

Discussion: Rich St Hilaire is OK with this figure

Yeas: 11 Nays: 1 Abst: 0 Motion Passed

Snow Plowing: Rich St Hilaire stated he is unsure where this figure will go, and he recommends changing this line to \$100,000.

Lynn Gainty made a motion to fund this line at \$110,000, second by Carol Croteau.

Yeas: 8 Nays: 4 Abst: 0 Motion Passed

Stormwater: Rick Edelman made a motion to fund this line at \$6000, second by Mary Fidler.

Discussion: Rich St Hilaire stated he is waiting for the EPA mandate for these projects.

Mr Edelman and Ms Fidler withdrew their motions

Telephone: Rick Edelman made a motion to fund this line at \$3500, second by Carol Croteau

Discussion: Rich St Hilaire is ok with this figure

Yeas: 12 Nays: 0 Abst: 0 Motion Passed

Tree Removal: Rick Edelman made a motion to fund this line at \$1000, second by Mary Fidler.

Discussion: Rich St Hilaire he is OK with this figure as he has two new employees who can do this work.

Yeas: 12 Nays: 0 Abst: 0 Motion Passed

Ed Conant read the new budget total of \$965,836

Sandy Seaman made a motion to accept \$965,836, second by Lynn Gainty.

Yeas: 12 Nays: 0 Abst: 0 Motion Passed

OTHER HIGHWAY 4319

Ed Conant read the budget lines and total.

Lynn Gainty made a motion to accept \$179, 179, second by Sandy Seaman.

Yays: 12 Nays: 0 Abst: 0 Motion Passed

Rick Edelman made a motion to take Library out of order, second by Lynn Gainty. Motion Passed.

502 **LIBRARY 4450**

503
504 **Salaries:** Rick Edelman made a motion to change this line to \$101,533,
505 second by Lynn Gainty.

506
507 Discussion followed on the salaries of full and part time employees at
508 the library. It was noted that the library keeps money that is not
509 expended at the end of the year.

510
511 Ellen Faulkner was recognized on the floor. She stated that the library
512 budget has been changed over the years to make it better. Ms
513 Faulkner stated that although by state statute they are allowed to
514 keep any unspent funds they get from the town, they do not want to
515 operate that way. She stated they have \$40,000 excess that they want
516 to return to the town; that they will writing a check back to the town
517 for this figure after March, 2018. Lynn Gainty asked if Ms Faulkner
518 planned on putting this in the Libraries report for the Annual Town
519 Report. Ms Faulkner said yes.

520 After discussion Mr Edelman and Ms Gainty withdrew their motion.

521
522 **Part Time Staff:** Rick Edelman made a motion to fund this line at
523 \$85,758, second by Carol Croteau.

524
525 Discussion: A discussion followed, it was decided to keep the line
526 funded at \$87,546.

527
528 Rick Edelman and Carol Croteau withdrew their motion.

529
530 **FICA:** Lynn Gainty asked if this line reflected actuals. Ms Faulkner
531 said that she gets these numbers from the finance office.

532
533 Ed Conant read the total budget figure of \$327,295.

534
535 Lynn Gainty made a motion to accept \$327,295, second by Sandy
536 Seaman.

537
538 Yeas: 12 Nays: 0 Abst: 0 Motion Passed

Lynn Gainty made a motion to take Human Services out of order,
second by Sandy Seaman. Motion Passed.

HUMAN SERVICES 4441

Ed Conant read the budget lines.

Lynn Gainty made a motion to accept \$14,371 as the total for this
budget, second by Sandy Seaman.

Yeas: 12 Nays: 0 ABST: 0 Motion Passed

GENERAL ASSISTANCE 4442

Ed Conant read the budget lines.

Medical/Misc: Carol Croteau discussed an issue regarding Family
Mediation and Juvenile Services is having financial challenges, and that
last October the agency laid off their Director and the Administrator
was now running the agency. Ms Croteau discussed with Chief Briggs
this agency, he said, he does not refer families to this agency
anymore. Chief Briggs told Ms Croteau, if a child needed to perform
community service he has the child do the community service at the
police station. Ms Croteau stated that she discussed increasing the
Medical/Misc line in this budget with Ellen Faulkner, so that if families
needed help to pay cost related to family counseling or individual
counseling there would be funds available to those who qualify. Ellen
Faulkner stated, from the floor, that she agreed with this action to see
how it goes. Ms Croteau recommended that this may be best for the
town.

Medical/Misc: Carol Croteau made a motion to fund this line at \$4000,
second by Rick Edelman.

Yeas: 12 Nays: 0 ABST: 0 Motion Passed

Electricity: Rick Edelman made a motion to fund this line at \$2500, second by Mary Fidler.

Discussion: Ms Faulkner that the average request are average \$200, and may be higher if shutoff notices are occurring. Ms Faulkner stated that the town is obligated by State statute to cover “welfare” requests.

Yeas: 2 Nays: 9 Abst: 0 Motion Failed

Heat: Rick Edelman made a motion to fund this line at \$2000, no second

Mortgage: Rick Edelman made motion to fund at \$8000, second by Charles Hart.

Discussion: Ellen Faulkner stated that this line can be deplete if one family experiences a fire.

Yeas: 3 Nays: 8 Abst: 0 Motion Failed

Rent: Rick Edelman made a motion to fund this line at \$9000, second by Carol Croteau

Discussion: Ellen Faulkner reiterated that the same can happen with this line as the mortgage line.

Yeas: 4 Nays: 7 Abst: 0 motion failed

Ed Conant read the new total for this budget at \$29,700.

Lynn Gainty made a motion to accept \$29,700, second by Sandy Seaman.

Yeas: 12 Nays: 0 Abst: 0 Motion Passed.

Recess for 5 minutes 12:55pm

Recess was extended to a lunch break

617
618 Meeting Call to order 1:24pm
619 Stan Shallet was absent from the meeting
620
621
622
623

624 **SOCIAL SERVICES AGENCIES 4445**
625

626 **Drugs are Dangerous:** Carol Croteau made a motion to fund this line
627 at \$3500, second by Gary Finnerty.
628

629 Discussion: Ms Croteau explained that the request for funds came to
630 the town in December after the last KMBC meeting. This is their
631 annual request.
632

633 Yeas: 9 Nays: 0 Abst: 2 Motion Passed
634

635 **Family Mediation and Juvenile Services:** Lynn Gainty made a motion
636 to fund this line at 0, second by Rick Edelman
637

638 Yeas: 11 Nays: 0 Abst: 0 Motion Passed
639

640 Stan Shallet returned to the meeting at 1:35pm
641

642 The new total was read by Ed Conant of \$33,744.
643 Lynn Gainty made a motion to accept \$33,744, second by Charles Hart.
644

645 Yeas: 12 Nays: 0 Abst. 0 Motion Passed
646
647

648 **EXECUTIVE 4130**
649

650 **Salaries:** Rick Edelman made a motion to fund this line at \$12,200,
651 second by Carol Croteau.
652

653 Discussion: The selectman stated that they have a right by law to set
654 their salaries. Selectman Broderick stated that we have always been
655 paid \$85 a week, I believe it is set by statute, and the budget

committee can't tell us what to pay ourselves. We determine what we get paid just like the budget committee cannot tell us what to pay employees of the town.

Carol Croteau asked for the RSA that stated this? None was given. Rick Edelman stated what was proposed at Deliberative session, last year was not to raise this line, because the current 3 member Board of Selectman will have less work load and will spread the work load over 5 members. Peter Broderick reiterated that they have the right to determine their salaries. Rick Edelman said he will withdraw his motion. Ms Croteau stated that she wanted the BOS to provide the RSA, and she withdrew her motion.

Overtime: Rick Edelman made a motion to fund at \$300, second by Carol Croteau

Discussion: There was a general discussion regarding potential overtime.

Yeas: 2 Nays: 9 Abst: 0 Motion Failed

Computer Maintenance: Rick Edelman made a motion to fund this at \$11,100, second by Mary Fidler.

Discussion: The Board of Selectman made the comment that there is a cooperation with the school district for help on maintenance, but there is no contract, therefore we cannot expect that they will continue. Sandi Rogers-Osterloh stated that there is no expectation that they will not continue.

Yeas: 7 Nays: 5 Abst: 0 Motion Passed

Computer Upgrades: Rick Edelman made a motion to fund this line at \$3500, no second.

Equipment Contracts: Rick Edelman made a motion to fund this line at \$750, second by Ed Conant.

Yeas: 12 Nays: 0 Abst: 0 Motion passed

Equipment Repairs: Rick Edelman made a motion to fund this line at \$300, second by Sandi Rogers-Osterloh.

Discussion: The Selectman stated that because there is an unknown aspect to repairs they would not recommend lowering this line.

Rick Edelman and Sandi Rogers-Osterloh withdrew their motions

Office Equipment: Lynn Gainty asked what office equipment is needed to be purchased? The selectmen answered that they did not know.

Lynn Gainty made a motion to fund this line at \$500, second by Sandy Seaman.

Yeas: 12 Nays: 0 Abst: 0 Motion passed

Recording Fees: Rick Edelman made a motion to fund this line at \$1800, second by Ed Conant.

Discussion: It was stated that this line also has offsetting revenue.

Yeas: 10 Nays: 1 Abst: 0 Motion passed

Supplies: Rick Edelman made a motion to fund this line at \$3400, second by Carol Croteau.

Yeas: 12 Nays: 0 Abst: 0 Motion Passed

Tax Maps: A question was asked to explain what this line was for, and it was explained that this line is for updating tax maps when new housing happens.

Rick Edelman made a motion to fund this line at \$3000, second by Sandi Rogers-Osterloh.

Yeas: 8 Nays: 4 Abst: 0 Motion Passed

Telephone: Rick Edelman made a motion to fund this line at \$6300, second by Mary Fidler

Yeas: 6 Nays: 6 Abst: 0 Motion failed

Town Cable: Peter Broderick made a motion to fund this line at \$5500, second by Ed Conant.

Discussion: Mr Broderick stated that the extra \$5000 is what he proposes for a salary to pay a person to run video equipment to broadcast town meetings over the cable tv channel. He anticipated it would be approximately 362 hours of work. He stated that he has 2 people interested in running the video equipment.

Yeas: 12 Nays: 0 Abst: 0 Motion passed

Town Reports: Rick Edelman made a motion to fund this line at \$1800, second by Sandi Rogers-Osterloh.

Yeas: 11 Nays: 1 Abst: 0 Motion Passed

Ed Conant read the new budget total of \$369,791

Sandy Seaman made a motion to accept \$369,791, second by Lynn Gainty.

Yeas: 10 Nays: 2 Abst: 0 Motion Passed.

ELECTIONS and REGISTRATIONS 4140

Ed Conant read the budget lines and the budget total of \$12,050.

Lynn Gainty made a motion to accept the figure of \$12,050, second by Sandy Seaman.

Yeas: 12 Nays: 0 Abst: 0 Motion Passed

773 **FINANCE ADMINISTRATION 4150**

774
775 Ed Conant read the budget lines.

776
777 **Supplies:** Rick Edelman made a motion to fund this line at \$500, no
778 second.

779
780 Ed Conant made a motion to fund this line at \$100, second by Lynn
781 Gainty.

782
783 Discussion: Rick Edelman stated that his company, UniFirst, supplied
784 the binders for the Budget Committee. Mark Heitz stated that a Thank
785 You letter should be sent to the company. Rick Edelman stated that a
786 letter of thanks should be sent to his company and address to Attn:
787 Michael Ruttner, Vice President.

788
789 Yeas: 7 Nays: 4 Abst: 0 Motion passed

790
791 **Legal Ads:** Rick made a motion to fund this line at \$400, second by
792 Carol Croteau

793
794 Before discussion occurred, Ed Conant made a motion to fund this line
795 at \$100, second by Lynn Gainty.

796
797 Yeas: 1 Nays: 11 Abst: 0 Motion failed

798
799 Lynn Gainty made a motion to fund this line at \$250, second by Sandy
800 Seaman.

801
802 Yeas: 8 Nays: 2 Abst: 0 Motion Passed

803
804 **Meals and Mileage:** Lynn Gainty made a motion to fund this line at
805 \$800, second by Sandy Seaman.

806
807 Yeas: 12 Nays: 0 Abst: 0 Motion passed

808
809 **Seminars:** Rick Edelman made a motion to fund this line at \$100,
810 second by Ed Conant

812 Yeas: 1 Nays: 11 Abst: 0 Motion failed
813

814 **Budget Clerical:** Rick Edelman made a motion to fund this line at
815 \$1000, second by Carol Croteau
816

817 Discussion: It was determined after a short discussion that since the
818 person who has been recording minutes for the KMBC has been absent
819 due to health issues, that lowering the line to \$1000 would be
820 inappropriate at this time.

821 Rick Edelman and Carol Croteau withdrew their motion
822

823 Ed Conant made a motion to fund this line at \$1300, second by Lynn
824 Gainty.
825

826 Yeas: 7 Nays: 5 Abst: 0 Motion Passed
827

828 **Salaries-Clerk/Tax Collector:** Mark Heitz stated that the actual cost
829 for this line should be \$52,000.
830

831 Lynn Gainty made a motion to fund this line at \$52,000, second by Rick
832 Edelman
833

834 Yeas: 11 Nays: 1 Abst: 0 Motion Passed
835

836 Ed Conant read the new total for this budget of \$119,905.
837

838 Lynn Gainty made a motion to accept \$119,905, second by Sandy
839 Seaman.
840

841 Yeas: 12 Nays: 0 Abst: 0 Motion Passed
842

843 **LEGAL EXPENSE 4153** 844

845 Ed Conant read the budget line of \$35,000.
846

847 Sandy Seaman made a motion to accept \$35,000, second by Lynn
848 Gainty.
849

Discussion: Rick Edelman asked how often are attorneys consulted?
Mark Heitz responded on an as needed basis. Mr Edelman asked Mr
Heitz if an attorney reviews contracts, and was the Waste Management
contract reviewed by an attorney? Mark Heitz said no.

Yeas: 12 Nays: 0 Abst: 0 Motion Passed

PERSONNEL ADMINISTRATION 4155

Ed Conant read the lines in this budget.

FICA: Lynn Gainty stated that her byes were related to changes in
salaries. Mark Heitz stated that he made small adjustments.

Ed Conant read the budget total \$973,371.

Lynn Gainty made a motion to accept the total of \$973,371, second by
Sandy Seaman.

Yeas: 12 Nays: 0 Abst: 0 Motion Passed

PLANNING BOARD 4191

Ed Conant read the lines of this budget

Tech Consultant: Rick Edelman made a motion to fund this line at
\$1100, second by Sandi Rogers-Osterloh.

Yeas: 11 Nays: 1 Abst: 0 Motion passed

Telephone: Rick Edelman made a motion to fund this line at \$100, no
second.

Lynn Gainty made a motion to fund this line at 0, second by Carol
Croteau.

Discussion: Ms Gainty stated that this cost should be in the Executive
budget. Rick Edelman withdrew his motion.

889 Yeas: 11 Nays: 1 Abst: 0 Motion passed

890
891 Ed Conant read the new budget total \$60,487

892
893 Lynn Gainty made a motion to accept \$60487, second by Sandy
894 Seaman.

895
896 Yeas: 12 Nays: 0 Abst: 0 Motion Passed

897
898 **ZBA 4191**

899
900 **Supplies:** Rick Edelman asked the BOS what was the bill for \$1257 on
901 December 1, 2017 was for? Mark Heitz said he believed it was for an
902 appraisal regarding Sanborn Regional School negotiations. The
903 question was asked if this cost belonged in this department. Mark
904 Heitz stated that it is probably an accounting error.

905
906 Ed Conant read the budget total of \$1680.

907
908 Ed Conant made a motion to accept \$1680, second by Rick Edelman.

909
910 Yeas: 12 Nays: 0 Abst: 0 Motion Passed

911
912 Peter Broderick made a motion to take Health out of order because he
913 had to leave soon, second by Ed Conant, motion passed

914
915 **HEALTH 4411**

916
917 Ed Conant read the budget lines and total of \$20,475

918
919 Lynn Gainty made a motion to accept to \$20,475, second by Sandy
920 Seaman.

921
922 Yeas: 12 Nays: 0 Abst: 0 Motion Passed

923
924 Recess at 2:58 pm

925
926 Meeting called to order at 3:04 pm

Mark Heitz stated that the ZBA had a one time purchase for a laptop for the Chair of ZBA. Therefore the \$1257 is for a computer not for an appraisal.

HISTORIC DISTRICT COMMISSION 4191

Ed Conant read the budget lines.

Legal Ads: Peter Broderick made a motion to fund this line at \$200, second by Lynn Gainty.

Yeas: 12 Nays: 0 Abst: 0 Motion Passed

Ed Conant read the new budget total of \$1425.

Sandy Seaman made a motion to accept \$1425, second by Lynn Gainty.

Yeas: 12 Nays: 0 Abst: 0 Motion Passed

CEMETERIES 4195

Millstream Salaries: It was stated that Millstream cemetery has offsetting revenues.

Lynn Gainty made a motion for \$1400, second by Ed Conant

Yeas: 12 Nays: 0 Abst: 0 Motion Passed

Millstream Improvements: Rick Edelman made a motion to fund this line at \$500, second by Mary Fidler

Yeas: 12 Nays: 0 Abst: 0 Motion Passed

Improvements: Rick Edelman made a motion to fund this line at \$750, second by Ed Conant

Yeas: 12 Nays: 0 Abst: 0 Motion Passed

Gary Finerty asked why stone repair money is allocated in two places?

A question was asked about Salaries and Mowing. The BOS stated that the Sexton is paid depending on a per burial basis, he is paid hourly as needed. The Sexton reports to the Trustees of the Trust Fund. Several people wondered why there were no expenditures in several lines, over several years.

Lynn Gainty made a motion to make all the lines that had no expenditures last year at \$50, second by Gary Finerty.

After a short discussion, Sandy Seaman, who is the liaison for the Trustees of the Trust Fund, stated that she would call the Chair of the Trustees to get more information.

Ms Gainty and Mr Finerty withdrew their motion.

Ed Conant read the budget total of \$37,392

Ed Conant made a motion to accept \$37, 392, second by Charles Hart.

Yeas: 10 Nays: 2 Abst: 0 Motion passed

INSURANCE 4196

Ed Conant read the budget lines and the budget total of \$59,472.

Rick Edelman made a motion to accept \$59,472, second by Sandy Seaman.

Yeas: 11 Nays: 0 Abst: 0 Motion Passed

Peter Broderick left the meeting at 3:27pm. Selectman George Korn continued as alternate for Board of Selectman Ex Officio representative.

REGIONAL ASSOCIATION 4197

Ed Conant read the budget line and budget total of \$6069.

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Rick Edelman made a motion to accept \$6069, second by Sandy Seaman.

Yeas: 12 Nays: 0 Abst: 0 Motion Passed

OTHER GENERAL GOVERNMENT 4199

Ed Conant read the budget lines.

Cable Operation Salary: It was brought up that the cable salaries discussed in the Executive budget should be placed in this line.

Ed Conant made a motion to fund this line at \$5000, second by Sandy Seaman.

Yeas: 12 Nays: 0 Abst: 0 Motion Passed

Action Item: We need to reduce the Town Cable Channel line in the Executive dept. 4130, to \$500. This will have to be done at the KMBC next meeting on Saturday, January 13, 2018.

Gasoline: Rick Edelman made a motion to fund this line at \$67,000, second by Mary Fidler.

Discussion: Mark Heitz stated he was OK with this figure. Gary Finerty asked if all departments were reflected in this figure. Mr Heitz stated yes.

Yeas: 11 Nays: 1 Abst: 0 Motion passed

Physicals: George Korn made a motion for \$6000, second by Ed Conant

Yeas: 12 Nays: 0 Abst: 0 Motion Passed

Ed Conant read the total budget \$148,000.

Lynn Gainty made a motion to accept \$148,000, second by Sandy Seaman.

Yeas: 12 Nays: 0 Abst: 0 Motion Passed

TOWN INSPECTOR 4240

Ed Conant read the budget lines.

Salaries: Rick Edelman asked Mark Heitz, why in the month of December in salaries line \$4257 was posted, when the other months it is posted \$2100? Mr Heitz stated he will check with Cindy Kenerson.

Ed Conant read the budget total \$32,801.

Ed Conant made a motion to accept \$32,800, second by Rick Edelman

This motion was withdrawn to discuss Environmental Inspections.

Environmental Inspections: Rick Edelman made a motion to fund this line at \$1, second by Lynn Gainty.

Discussion: In order to keep this line open was funded at \$1.

Yeas: 11 Nays: 1 Abst: 0 Motion Passed

Ed Conant read the new budget total of \$32,801.

Lynn Gainty made a motion to accept \$32,801, second by Sandy Seaman.

Yeas: 11 Nays: 1 Abst: 0 Motion Passed

STREETLIGHTS 4316

Ed Conant read the budget line and total of \$30,000.

Lynn Gainty made a motion to accept \$30,000, Second by Sandy Seaman.

1083 Yeas: 12 Nays: 0 Abst: 0 Motion Passed

1084
1085 **SANITATION 4323**

1086
1087 Ed Conant read the budget lines.

1088
1089 **Residential Pick up:** Rick Edelman asked the Board of Selectman what
1090 is the waste tonnage is for Kingston. Mark Heitz responded, 2300 tons.
1091 Rick Edelman stated that according to the new contract, the cost in
1092 the first year is \$76.50/ton. Mr. Edelman wondered if this line was
1093 enough. After a short discussion it was decided that that line had
1094 enough money to cover the first year.

1095
1096 Ed Conant read the budget total \$503,129.

1097
1098 Ed Conant made a motion to accept \$503,129, second by Lynn Gainty.

1099
1100 Yeas: 11 Nays: 1 Abst: 0 Motion Passed

1101
1102 Rick Edelman asked the Board of Selectman did they go to bid on the
1103 waste pick up contract. The Board of Selectman responded no. Mr
1104 Edelman stated that he reviewed the contract and had an attorney at
1105 his work review this contract. Mr. Edelman pointed out that the new
1106 contract signed has an initial 8% increase, additional 3% increases
1107 every year for the next 5 years, and language that allows Waste
1108 Management to request additional price increases as their business
1109 needs change. The town has the option of accepting the additional
1110 price increase, negotiating a price increase that is acceptable to both
1111 parties or the matter goes to binding arbitration. If the matter goes to
1112 binding arbitration there is no prevailing party language to cover the
1113 town for legal fees. Mr. Edelman stated this is what he does in his
1114 profession and he picked these things out. Mr Edelman stated, in his
1115 opinion, this new agreement was very bad for the town.

1116
1117 **RECREATION 4520**

1118
1119 Ed Conant read the budget lines.

Dues: Rick Edelman made a motion to fund this line at \$75, second by Sandy Seaman.

Yeas: 12 Nays: 0 Abst: 0 Motion Passed

Seminars: Rick Edelman made a motion to fund this line at \$2300, second by Mary Fidler

Discussion: Mr Edelman stated based on history of spending on this line should be reduced. After further discussion, Mr Edelman and Mary Fidler withdrew their motion.

Rick Edelman made a motion to fund this line at \$2350, second by Mary Fidler.

Yeas: 11 Nays: 1 Abst: 0 Motion Passed

Senior Events: Rick Edelman made a motion to fund this line at \$3200, second by Sandi Rogers-Osterloh.

Yeas: 9 Nays: 3 Abst: 0 Motion Passed

Ed Conant read the budget total of \$88,365

Lynn Gainty made a motion to accept \$88,365, second by Sandy Seaman.

Yeas: 11 Nays: 0 Abst: 1 Motion Passed

PATRIOTIC PURPOSES 4583

Ed Conant read the budget line and budget total.

Rick Edelman made a motion to accept \$700, second by Sandy Seaman

Yeas: 12 Nays: 0 Abst: 0 Motion Passed

HISTORICAL MUSEUM COMMITTEE 4589

Ed Conant read the budget lines.

Archival/Museum Supplies: Rick Edelman made a motion to fund this line at \$600, second by Lynn Gainty.

Discussion: Rick Edelman stated that he wanted to remove the cost of \$694 for the camera. He stated, a donation could made to fund the camera. Lynn Gainty stated that Leslie Hume could ask the 325 Anniversary Community for the funds.

Yeas: 12 Nays: 0 Abst: 0 Motion Passed

Ed Conant read the budget total of \$4968.

Lynn Gainty made a motion to accept \$4968, second by Sandy Seaman.

Yeas: 12 Nays: 0 Abst: 0 Motion Passed

HERITAGE COMMISSION 4590

Ed Conant read the budget lines.

Signs: Charles Hart made a motion to fund this line at \$4200, second by Ed Conant.

Discussion: Sandy Seaman stated that it would be better to buy 2 or 3 signs a year so that not all 10 signs would be replaced in the same year.

Sandy Seaman made a motion to fund this line at \$960, second by Ed Conant.

Discussion: Sandy reiterated her point of buying only a few signs a year. George Korn stated he would rather buy all the signs at and have them made of good materials so they do not deteriorate.

Yeas: 10 Nays: 2 Abst: 0 Motion Passed

Ed Conant read the budget total of \$3610.

1199
1200 Ed Conant made a motion to fund this line for \$3610, second by Rick
1201 Edelman.
1202
1203 Yeas: 12 Nays: 0 Abst: 0 Motion Passed
1204
1205
1206 **CONSERVATION 4611**
1207
1208 Ed Conant read the budget lines and total of \$6000
1209
1210 Ed Conant made a motion to accept \$6000, second by Sandy Seaman.
1211
1212 Yeas: 12 Nays: 0 Abst: 0 Motion Passed
1213
1214 Ed Conant read the Operating Budget Grand total of \$5,693,528.
1215
1216 Ed Conant made a motion to accept \$5,693,528, second by Sandy
1217 Seaman.
1218
1219 Yeas: 11 Nays: 1 Abst: 0 Motion Passed
1220
1221 The Default Budget was discussed, Lynn Gainty stated that the Board
1222 of Selectman needs to prepare the Default Budget. Mark Heitz stated
1223 that it will be complete for next weeks meeting on Saturday, January,
1224 13, 2018.
1225
1226 Lynn Gainty made a motion to adjourn, second by Rick Edelman.
1227 Motion Passed.
1228 Meeting Adjourned at 4:33pm
1229
1230