



## Town Council Meeting Minutes

Wednesday, January 23, 2019 at 6:30 PM, in the Matthew Thornton Room

Chairman Rothhaus called the meeting of the Town Council to order at 6:30 p.m. Present at the meeting were Vice Chairman Koenig, Councilor Boyd, Councilor Harrington, Councilor Healey, Councilor Thornton, Town Manager, Eileen Cabanel, and Assistant Town Manager/Finance Director Paul Micali. Councilor Albert was excused.

### Pledge of Allegiance

Chairman Rothhaus led in the Pledge of Allegiance.

### Review of Proposed FY20 Budget

Town Manager Cabanel spoke of recommendations for changes/amendments to the proposed budget ([copy of proposed changes attached](#)).

#### General Government

Line Item #01-01-8359-0 Other Outside Services; Collection agency - delinquent ambulance bills; the \$9,209 increase initially proposed has been removed. The Assistant Town Manager/Finance Director reviewed the line and determined it could remain level funded.

01-01-8270-0 Dues & Fees; New Hampshire Municipal Association (NHMA) - Council stated the desire to discuss funding this line item.

Regarding General Fund surplus, Town Manager Cabanel stated the approx. \$116,588 represents a refund the Town will receive from Primex (Workers' Comp.). That amount will become part of the fund balance, and could be used to reduce the tax rate.

#### Fire Department

01-03-8459-0 Physical Exams; there is no need to do the in-depth physicals - \$15,750 reduction.

#### Police Department

Following budget preparation, employees have retired, and the positions filled (lesser salary). The result is a savings of \$37,824.

#### Communications

01-05-8334-0 Maintenance-Office Equipment; SPOTS terminal; \$4,500 reduction.

#### Highway

01-08-8359-0 Other Outside Services; Asphalt Pile Recycling proposed is a reduction of \$35,000 and an addition of \$50,000 for roads.

1 Were the Council to make all the proposed changes, the result would be a decrease in appropriations of  
2 \$74,803, an increase in revenue of \$116,588 for a total savings of \$191,391. The tax rate would then  
3 be at \$5.05, which is \$.05 less than the current year's tax rate.

4  
5 There are four union contracts that total an additional \$0.04 on the tax rate making the overall tax rate  
6 \$5.09.

7  
8 Asked if there are projects that will require the asphalt recycling, Kyle Fox, Director, Public Works  
9 Department (PWD) responded there will not be a need.

10  
11 **MOTION made by Councilor Koenig and seconded by Councilor Harrington to add Seventeen  
12 Thousand Dollars (\$17,000) to Line Item #01-01-8270-0 Dues & Fees; NHMA**

13  
14 **ON THE QUESTION**

15  
16 Vice Chairman Koenig noted the reduced cost from the annual dues of \$25,000, provided for the  
17 coming year. The Town could use the year to re-evaluate where it is with the organization, how they  
18 can help the different departments, committees, etc.

19  
20 The NHMA is an association of about 221 towns and cities in the State that work together to promote  
21 municipal concerns, conduct training, and collectively get everyone up to speed on what is necessary  
22 for elections, land use, legal issues, etc. (member services plan can be viewed [here](#)). They are an  
23 advocate for the cities and towns.

24  
25 Regarding legislative advocacy, NHMA staff carry out member-adopted policy positions/maintain  
26 State aid and local control/limit local government disruption. Their legislative bulletin provides status  
27 updates, inside information, and calls for action/final end-of-session compilation of municipally-  
28 related legislation passed.

29  
30 Vice Chairman Koenig commented there are many ways for people to understand what is going on in  
31 the Legislature, but this is a way that consolidates it for the benefit of the municipalities. While the  
32 Town Administrators can be watching what is occurring and our State Legislators can report back on  
33 what is occurring, it is convenient to receive the Legislative Bulletin that comes through identifying  
34 issues impacting towns.

35  
36 The Town doesn't necessarily agree with their position on everything, but with most things, including  
37 the MS4 review they conducted, the Town will benefit from their additional expertise.

38  
39 Educational workshops are provided addressing municipal law, land use, etc. The Annual Conference  
40 provides two (2) full days of educational programming and training opportunities for every local  
41 official on a wide variety of topics. Vice Chairman Koenig commented on having attended the OSP  
42 Conference last year, and heard about solar and how it is impacting land use situations. The NHMA  
43 investigates those kind of things as well.

44  
45 It is easy to think of the NHMA as legal services for the smaller towns or even helping the smaller  
46 towns that don't really have community development programs, but there is a great deal more to what  
47 they have to offer. Merrimack does not get as much benefit out of that; however, were the  
48 Conservation Commission to have legal questions members could look to the NHMA to review a

1 matter and provide comment or opinion rather than going through the Town Manager to access the  
2 Town's legal counsel and incur a cost to do so. Vice Chairman Koenig commented while on the  
3 Budget Committee he was able to use that during a time when he, as the Chairman, disagreed with the  
4 opinion of the Board of Selectmen, and did not feel comfortable looking to the Town's attorney for an  
5 opinion.  
6

7 There is turnover in the Town's Administration, Council, Boards, Committees, etc., and those training  
8 services need to be available so that new individuals can understand what the impacts of the job are.  
9

10 A listing was provided of the offerings of the NHMA and what departments felt they would be able to  
11 utilize.  
12

13 Councilor Harrington stated she would like to see the Town take advantage of this reduced rate for the  
14 coming year. She spoke of the discussion that occurred in 2013. The feedback being received now  
15 was not present at that time. The Planning Board has always indicated the desire for access to the  
16 services, but other departments had not made their needs known. She requested, over the course of the  
17 next year, each department keep record of how membership is utilized.  
18

19 Councilor Boyd stated his opposition to the motion. He spoke of the arguments made back in 2013  
20 regarding the goings on between the NHMA and the Local Government Center. Over the past 6 years,  
21 the community has grown and done so without the NHMA's guidance. We have the best Manager in  
22 the State and some of the best department heads and staff in the State. All of them working  
23 collectively as a team have been able to guide the Council for the past 6 years. The Town has held  
24 property taxes to just below \$5.00 to \$5.50. Property values have grown from \$2.9 billion to \$3.3  
25 billion. Director Fox brings forward grant opportunities for projects. If the concern is with training  
26 and access to updates on legal issues, resources include Drummond Woodsum; Matt Upton is one of  
27 the best municipal law attorneys in the State. The Nashua Regional Planning Commission (NRPC) is a  
28 resource for land use issues.  
29

30 The NRPC would love to do training with the Merrimack Planning Board and Zoning Board of  
31 Adjustment, and is more in tune with what is going on not just in Merrimack, but in the region.  
32

33 Regarding training on the Right-to-Know Law, he would look to Matt Upton, Secretary of State's  
34 Office, Attorney General's Office. There are many resources available to the Town. The resources  
35 could be better leveraged rather than going back to the NHMA. Outside of a 25-year relationship,  
36 there was minimal value they provided the community. Merrimack is the 7<sup>th</sup> largest community in the  
37 State and has grown because of the great people we have in place. To pay \$17,000 to an organization  
38 he does not believe has his community's best interest at heart, is a waste of money.  
39

40 Councilor Harrington commented the suggestion that being in favor of this one-year experiment in any  
41 way diminishes our intention with the Town's Directors or Town Manager; she does not see the  
42 correlation. To imply it is inaccurate.  
43

44 Councilor Boyd remarked, the resources that would be utilized are already out there. He stated  
45 agreement with the statements regarding the Council's regard for staff. He intended to state the  
46 Council has done a great job empowering the team, e.g., has provided the resources needed to do the  
47 job they do. There are opportunities to access additional resources without having to allocate \$17,000  
48 for this organization that the Town cut ties with back in 2013.

1 Chairman Rothhaus agreed the Town’s team does an amazing job and without NHMA, but the person  
2 who would use it most in Community Development, speaks extremely highly in favor of the need for  
3 it. That is why he is willing to fund membership at the reduced rate for one year to try it out. Having  
4 some means of receiving feedback to determine how it is used would be beneficial.  
5

6 Councilor Boyd spoke of the MS4 item. At the end of the day, they didn’t acquire the desired result.  
7 The Town allocated \$5,000 to Director Fox and his team to participate in a special consortium to  
8 address that permit. He sat in on one of their meetings, was very comfortable with the people  
9 involved, and felt Town staff was actively engaged in that process. Although the NHMA was doing  
10 their own thing on the MS4, he felt the Town was getting great benefit out of the \$5,000 spent on that  
11 project. At the end of the day, the State lost that argument, and it wasn’t because of the NHMA or the  
12 consortium.  
13

14 Chairman Rothhaus spoke of the information provided by the Director of the PWD speaking in favor  
15 of the Town rejoining the NHMA. Councilor Boyd stated he values the opinions of the Directors of  
16 Community Development and the PWD; but has a difference of opinion.  
17

18 Councilor Healey questioned and was told the NHMA does act as a lobbyist for the communities. She  
19 spoke of issues coming before the Legislature, and remarked it would be helpful if the communities  
20 got together to request the NHMA lobby for items.  
21

22 Councilor Boyd stated their legislative updates/bulletins are public information that can be accessed on  
23 the website. They publicly supported HB104, Housing Appeals Board, because they found no reason  
24 to oppose it (according to their bulletin). Vice Chairman Koenig stated everything he heard indicated  
25 they had taken a “no position” on that one.  
26

27 Councilor Thornton stated there to be two reasons membership would be utilized; lobbying for the  
28 Town and training. He spoke of the example Vice Chairman Koenig provided where an individual  
29 sitting on a Town board has an issue with the Town Council, Town Manager, etc., and would not want  
30 to seek advice from the Town’s legal counsel. He stated agreement with the one-year membership to  
31 explore how it is utilized.  
32

32 **MOTION CARRIED**

33 **5-1-0**

34 *Councilor Boyd voted in opposition*  
35

36 Councilor Harrington questioned if school administration can attend workshops, etc., under the  
37 membership of the Town, and was informed the School District has its own membership.  
38

39 **Highway**

40  
41 Councilor Boyd questioned what action would need to occur in order to increase the allocation to 01-  
42 08-8505-0 Infrastructure/Paving to \$1 million. The response was that an additional \$150,000 would  
43 result in \$0.04 on the tax rate.  
44

45 **MOTION made by Councilor Koenig and seconded by Councilor Harrington to approve the**  
46 **recommendations of the Administration for the additional items totaling One Hundred Ninety-**  
47 **One Thousand Three Hundred Ninety-One Dollars (\$191,391) as detailed. MOTION CARRIED**  
48 **6-0-0**

1  
2 Chairman Rothhaus read the following letter into the record:

3  
4 *“Dear Fellow Councilors, I will be unable to attend tonight’s meeting due to the fact my dad has gone*  
5 *into hospice care, and we are trying to spend some time with him. I recognize the importance of*  
6 *finalizing the Town budget for 2019-2020, and since I will not be in attendance, I respectfully request*  
7 *the Chairman read into the record my position on the following budgetary items:*

8  
9 *Collective Bargaining Agreements (CBAs); I am in favor of and support all of the four currently*  
10 *agreed upon CBAs between the Town and our unions as well as raises for our non-union employees*  
11 *understanding that it will increase the tax rate \$0.06 - \$0.08 per \$1,000. I believe that our Town*  
12 *services provided by these folks are among the best in the State.*

13  
14 *The Welfare Department; 01-25-8399-0 Social & Health Services, I support the proposed budget*  
15 *amount of \$75,833, and believe each one of the listed organizations assist our citizens and our various*  
16 *departments, and without these organizations’ help, it would be difficult for those in need to get the*  
17 *services they require.*

18  
19 *I support the transfer of funds from the General Fund to assist tax relief for the next fiscal year.*

20  
21 *I am not in favor of hiring any new police or fire positions for the upcoming fiscal year.*

22  
23 *I am in favor of the \$90,000 for pond dredging/beach erosion control (01-13-8505-0 Infrastructure) at*  
24 *Wasserman Park.*

25  
26 *These are some topics we discussed during the last couple of weeks that I felt would be discussed at*  
27 *tonight’s meeting. I understand that this email does not count as a vote, but I would like the*  
28 *townspeople, Council, and Town Manager to know where I stand on these budgetary items.*

29  
30 *Sincerely,*

31  
32 *Peter Albert, Councilor”*

33  
34 General Government

35  
36 Councilor Boyd questioned wage increases for non-union personnel, and was informed that would be  
37 discussed at the Council’s February 14<sup>th</sup> meeting.

38  
39 Councilor Healey questioned costs related to dental insurance, worker’s compensation, etc.;  
40 specifically if the amounts listed are actual or based on estimates received, and why the level of  
41 increase differs from department to department. Town Manager Cabanel stated the Town has received  
42 a guaranteed maximum rate (GMR) of 10.1% for health insurance. Actuals don’t typically differ much  
43 from the GMR. Except for one group, the health insurance and therefore the rates are the same  
44 throughout. What differs from department to department are the plans, e.g., single, two-person or  
45 family.

46 ***The bottom line allocation for General Government was identified as \$1,881,769.***

1 Assessing

2

3 ***The bottom line allocation for the Assessing Department was identified as \$332,359.***

4

5 Fire Department

6

7 Councilor Healey spoke of the request for three additional Lieutenants. She questioned if the  
8 allocation was included in the budget and was informed it was not.

9

10 Vice Chairman Koenig noted the recommended (approved) changes to the budget included a reduction  
11 of \$5,000 to Line Item 01-03-8321-0 Maintenance-Buildings & Grounds; Plowing of Station 1, Station  
12 2 and Station 3. The placeholder had been identified as \$9,000. During the departmental review, it  
13 was indicated the actual would be \$2,000. Assistant Town Manager/Finance Director Micali stated an  
14 updated estimated was provided by the contractor. The reduction to the placeholder of \$5,000 is  
15 appropriate. The proposed allocation for the line item is \$4,000.

16

17 Councilor Healey questioned the amount of the remaining funds allocated to 01-03-8459-0 Physical  
18 Exams, and was informed it is \$16,500.

19

20 ***The bottom line allocation for the Fire Department was identified as \$6,586,247.***

21

22 Police Department

23

24 Vice Chairman Koenig noted the printed paperwork identified \$35,300 for 01-04-8332-0 Maintenance-  
25 Vehicles; however, it was supposed to be \$38,300. He questioned if the bottom line number adjusted  
26 for that \$3,000. It had not, and will be adjusted.

27

28 Councilor Healey questioned 01-05-8506 Communications Equipment; \$1,000 is listed; however, the  
29 summary sheet listed it as zero. The item (chairs-replacement) was moved and is identified under  
30 operating equipment.

31

32 ***The bottom line allocation for the Police Department was identified as \$6,400,278.***

33

34 Communications

35

36 ***The bottom line allocation for the Communications Department was identified as \$927,585.***

37

38 Code Enforcement

39

40 ***The bottom line allocation for the Code Enforcement Department was identified as \$383,260.***

41

42 Public Works

43

44 ***The bottom line allocation for the Department of Public Works was identified as \$401,317.***

1 Highway

2  
3 **MOTION made by Councilor Boyd and seconded by Councilor Koenig to increase the allocation**  
4 **to Line Item #01-08-8505-0 Infrastructure/Paving; by an additional One Hundred Fifty**  
5 **Thousand Dollars (\$150,000) to achieve a total allocation of One Million Dollars (\$1,000,000)**  
6

7 ON THE QUESTION

8  
9 Councilor Boyd referred to the discussion that took place during the departmental review noting the  
10 Director indicated while we are doing an okay job keeping up with the roads, we could be doing better.  
11 Councilor Boyd remarked, in order to do a better job we need to increase the level of funding.  
12 Funding that at \$1 million shows a sincere effort.  
13

14 Councilor Thornton spoke of receiving comments from constituents relative to which roads are paved;  
15 some done when not really needed while others are in dire need. He believes the main roadways to be  
16 the ones that should be focused on, and an additional \$150,000 to be too great an amount.  
17

18 Councilor Healey stated agreement. She questioned where the funds would come from to avoid  
19 increasing the tax rate, and was informed cuts would have to be made elsewhere.  
20

21 Chairman Rothhaus commented it is a bitter pill; however, until recent years, this area was not funded  
22 adequately. That came at a cost. The Director indicated we are falling behind in this area. He stated  
23 his support of the motion. Although additional funding could be delayed at this time, there will come a  
24 time, a few years down the road, when a much larger cost will have to be incurred. He spoke of the  
25 desire to continue to fund appropriately and plan for future funding needs as opposed to the alternative  
26 of bonding for roadwork.  
27

28 Vice Chairman Koenig stated his support of the motion. He noted staff looks at the best and most  
29 efficient way to maintain roads. To let a road go south, even if a minor/sub-division road, rather than  
30 maintaining with an overcoat, etc., would cost more in the long run. He understands the PWD is  
31 carefully looking at the roads; condition, how they can make the maintenance of them as efficient as  
32 possible, and have plans that outline the best way to approach that. It may not look correct to us on an  
33 instantaneous basis, but if you look at it over a 5-10-year period (what they have been doing for the  
34 past 5-10 years), they are managing to get to the roads.  
35

36 Noted was other work that occurs such as the sewer work done on Pearson Road where, had they been  
37 paved, the roads would have been torn up to address the other issues.  
38

39 Councilor Harrington commented on discussion in prior years around increased funding during times  
40 when oil prices were low, etc. to get more bang for the buck. She questioned, and was informed an  
41 additional \$50,000 could be achieved through the Media Department. The budget would show an  
42 increase in revenue of \$50,000, which would offset at least \$50,000 of the proposed \$150,000  
43 additional increase to the Highway Department's budget. Councilor Harrington stated her support of  
44 that approach.  
45

1 Councilor Thornton stated he would support the overall increase of \$100,000 in the coming FY  
2 (bringing the total allocation for FY20 to \$900,000).

3 **MOTION CARRIED 4-1-1**

4 *Councilor Thornton voted in opposition*

5 *Councilor Healey Abstained*

6

7 ***The bottom line allocation for the Highway Department was identified as \$5,551,902***

8

9 Solid Waste

10

11 ***The bottom line allocation for the Solid Waste Department was identified as \$1,867,951.***

12

13 Parks and Recreation

14

15 Chairman Rothhaus reminded the Council of the request for an increase in 01-13-8372-0 Fourth of  
16 July. The request is for an additional \$10,000.

17

18 Town Manager Cabanel suggested the amount, in comparison to the overall budget, is minor, and  
19 could be achieved.

20

21 **MOTION made by Councilor Harrington and seconded by Councilor Healey to increase Line  
22 Item 01-13-8372-0 Fourth of July, by Ten Thousand Dollars (\$10,000)**

23

24 ON THE QUESTION

25

26 Councilor Harrington remarked they have held the line for several years, and it is not an unreasonable  
27 request considering all they do.

28

29 Vice Chairman Koenig stated he would agree with that except doubling the amount they are getting  
30 this year seemed extreme to him. He is more inclined to go with \$5,000.

31 **MOTION CARRIED 5-1-0**

32 *Councilor Koenig voted in opposition*

33

34 Chairman Rothhaus asked for clarification, and was informed the \$8,000 allocated to 01-13-8505-0  
35 Infrastructure; Wasserman Park - MYA Cabin, is intended to cover the cost of demolition.

36

37 Councilor Boyd restated his desire to inquire as to whether the Fire Department could utilize the  
38 opportunity as a training exercise. Town Manager Cabanel spoke of the potential issues of asbestos,  
39 concrete block/stone, vicinity to trees, etc. Once the area is cleaned, if necessary, the Fire Department  
40 could then come in and do a controlled burn. That would be an exercise by itself, not an opportunity  
41 for cost savings.

42 ***The bottom line allocation for the Parks and Recreation Department was identified as \$567,928.***

43

44 Library

45

46 ***The bottom line allocation for the Library was identified as \$1,309,594.***



1 Equipment Maintenance

2  
3 *The bottom line allocation for Equipment Maintenance was identified as \$459,527.*

4  
5 Buildings & Grounds

6  
7 *The bottom line allocation for the Building & Grounds Department was identified as \$326,462.*

8  
9 Community Development

10  
11 *The bottom line allocation for the Community Development Department was identified as \$508,773.*

12  
13 Tax Collector

14  
15 *The bottom line allocation for the Tax Collector Department was identified as \$556,136.*

16  
17 Welfare

18  
19 Councilor Healey spoke of the organizations and associated allocations listed under 01-25-8399-0  
20 Social & Health Services.

21  
22 State RSA and the Town's Charter denotes this activity, but it does not say within the law that you  
23 must give donations to different charities. A review of the list shows local as well as national  
24 organizations/programs. The larger groups have the infrastructure in place to seek out grant  
25 opportunities, donations, etc. The Greater Nashua Mental Health Center receives its operating capital  
26 from insurance and clients' fees, grants, contracts and public support (Medicaid pays 90% and private  
27 insurers 5%). Harbor Homes has approx. 40 foundations and trusts that are providing donations to  
28 support them. The HIV/AIDS Taskforce is part of Harbor Homes. The only other is Home Health &  
29 Hospice of Merrimack. They also bill insurance, Medicare and Medicaid for their funding although  
30 they do take indigent cases, and do not look for reimbursement for those cases. All on the list are non-  
31 profit organizations that can receive donations, have grant writers, etc. That is how they operate.

32  
33 During departmental reviews, the Director commented on the increased number of individuals facing  
34 difficulty paying their rent/making ends meet, which is one of the reasons the Council has worked to  
35 keep the budget flat for the coming year.

36  
37 Councilor Healey suggested the \$76,000 be used to increase the department's operating budget.  
38 Another option would be to support the two charities that are based in Merrimack. There are people in  
39 Merrimack having trouble paying their bills on a monthly basis. She cannot justify giving \$76,000 to  
40 organizations that have professional fundraisers when our own people don't have the opportunity to get  
41 more money for their bills as well.

42  
43 Town Manager Cabanel spoke of programs some of the other organizations offer such as a homeless  
44 shelter. Merrimack sends people to Nashua because it has no homeless shelter. Were that not an  
45 option, the Town would be placing those individuals in hotels. The same is true of the soup kitchens,  
46 meals to elderly, etc. Examples were provided of the services that have assisted Merrimack residents;  
47 Home & Health Hospice Care; serviced 430 this year, Saint John Neumann; 76 families went to the  
48 food pantry, Lamprey Area Health Care; 101 people, Bridges rape and assault services; 721.

1  
2 Patricia Murphy, Administrator, stated the services provided by Bridges include shelter, council for  
3 rape incidences, and education. When looking at the numbers you need to remember it encompasses  
4 those three types of services.

5  
6 Councilor Healey noted when looking at the charities and those that do list where their major donations  
7 are coming from, it is Amherst, Hollis, and Merrimack. Although she understands Merrimack  
8 residents are being served, she questioned how many could have been provided stipends or grants to go  
9 out and get groceries, and been able to avoid going to the soup kitchen had our Welfare department  
10 retained those funds.

11  
12 Ms. Murphy commented originally this part of the budget, which is not a mandatory requirement, was  
13 included under the Community Development Department's budget. There were maybe 5 agencies that  
14 requested budgets. Over the years, the Town provided organizations such as Home Health & Hospice  
15 about \$65,000 in assistance. Over time she has adjusted things according to what she believes  
16 balances the services provided. The reason the services came under the Welfare Department is  
17 because she refers people to them. The idea is we are providing the donation to these services so they  
18 will exist for our residents. She provided the example of the shelters noting the importance of her  
19 being able to have shelters to refer to. Merrimack usually refers to Nashua.

20  
21 Welfare guidelines are very specific in terms of what the department can assist with. In some cases  
22 she cannot assist with some of these services that are provided in other agencies, e.g., Home Health &  
23 Hospice; the Town does not pay for a nurse to go out and do care for an indigent person who needs  
24 that kind of care. It is not in our guidelines to be able to do that.

25  
26 Ms. Murphy stated were all the funds simply allocated to the Welfare Department, she could not  
27 expend them.

28  
29 Councilor Harrington commented, to a certain extent, this is a philosophical discussion. She stated her  
30 opinion Merrimack is a very lucky community in many ways, but that doesn't mean there aren't  
31 residents who need assistance. These are donations to organizations that provide services to the  
32 Merrimack community.

33  
34 Ms. Murphy noted, with proposals, one of the things she requests is an explanation of how the funds  
35 will be used. She looks to ensure they are running a deficit in something. As indicated, Medicare and  
36 Medicaid don't pay the full amount for a service. The idea is that these services are not turning people  
37 away.

38  
39 ***The bottom line allocation for the Welfare Department was identified as \$160,732.***

40  
41 Wastewater

42  
43 Councilor Healey questioned if there is an error on 31-10-8311-0 Chemicals; requested was \$99,250  
44 and proposed allocation is \$109,424, and was informed the requested amount should be identified as  
45 \$109,424.

46 ***The bottom line allocation for the Wastewater Department was identified as \$4,477,367.***

47  
48 Media

1  
2 *The bottom line allocation for the Media Department was identified as \$342,592.*

3  
4 Fire Protection

5  
6 *The bottom line allocation for Fire Protection was identified as \$88,384.*

7  
8 Department 20 Self-Supporting Fund

9  
10 Amount identified as Fire Department outside detail is \$10,026 and Police Department outside detail  
11 \$419,699. Those allocations are offset 100% by revenue.

12  
13 *The bottom line allocation was identified as \$429,725.*

14  
15 Parks and Recreation Revolving Fund

16  
17 *The bottom line allocation was identified as \$270,309.*

18  
19 Revenue

20  
21 **MOTION made by Councilor Thornton and seconded by Councilor Boyd to increase Account**  
22 **Number 10171200-3189, Transfer from Cable Fund, by Fifty Thousand Dollars (\$50,000)**

23  
24 ON THE QUESTION

25  
26 Chairman Rothhaus questioned the total account balance. Town Manager Cabanel stated it began at  
27 \$800,000 and was reduced by \$250,000 for the current fiscal year. The net income from this year is  
28 added (would be negative), and the remaining balance will be approx. \$650,000.

29 **MOTION CARRIED 5-1-0**

30 *Councilor Koenig voted in opposition*

31  
32 Town Manager Cabanel noted use of fund balance is also a revenue. This is something the Council  
33 has done through action already taken. Account 10179210-9999, Surplus should list a total of approx.  
34 \$566,588.

35  
36 Vice Chairman Rothhaus questioned if the Council wished to increase use of fund balance to offset  
37 some of the costs associated with paving.

38  
39 Town Manager Cabanel commented on a currently unresolved matter that could positively impact the  
40 fund balance, and suggested the Council may want to revisit the discussion of increasing the amount of  
41 fund balance to be used to offset the tax rate at a future date. The final review of revenues does not  
42 occur until sometime in September when the tax rate is set. As of June 30, 2018, the fund balance was  
43 \$7.5 million, which represents 8%.

1 Vice Chairman Koenig spoke of the approach that has been taken in recent years, and suggested the  
2 Council consider utilizing another \$100,000 this year.

3  
4 The idea is to utilize surplus funds to ease the tax burden. However, there will come a time when that  
5 additional surplus is not available. The result will be a spike in the tax rate. By increasing the amount  
6 of surplus used in increments, the level of spike can be minimized.

7  
8 **MOTION made by Councilor Koenig and seconded by Councilor Boyd to increase account  
9 number 10179210-9999 by One Hundred Thousand Dollars (\$100,000)**

10  
11 **ON THE QUESTION**

12  
13 Chairman Rothhaus stated his support of the motion noting concern with the level of funding coming  
14 from surplus, understanding there will come a time when the funding source is no longer available, and  
15 a spike in the tax rate will result.

16 **MOTION CARRIED 6-0-0**

17  
18 Town Manager Cabanel remarked she is comfortable with the amount of surplus that would be  
19 utilized.

20  
21 *There being no objection, the Council took a five-minute recess at 8:07 p.m.  
22 The Council reconvened at 8:12 p.m.*

23  
24 Town Manager Cabanel stated the total of the proposed budget to be \$32,780,643.

25  
26 **MOTION made by Councilor Harrington and seconded by Councilor Thornton to move the  
27 Town Operating Budget in the amount of Thirty-Two Million Seven Hundred Eighty Thousand  
28 Six Hundred Forty-Three Dollars (\$32,780,643) to Public Hearing on Thursday, February 14,  
29 2019. MOTION CARRIED 6-0-0**

30  
31 **MOTION made by Councilor Harrington and seconded by Councilor Boyd to move the amount  
32 of Thirteen Million One Hundred Thousand Dollars (\$13,100,000) for the Wastewater  
33 Treatment Bond Phase III Upgrade to a Public Hearing on Thursday, February 14, 2019.**

34 **MOTION CARRIED 6-0-0**

35  
36 **MOTION made by Councilor Harrington and seconded by Councilor Thornton to move the  
37 amount of One Million Six Hundred Fifty Thousand Dollars (\$1,650,000) for Capital Reserve  
38 Fund deposits to a Public Hearing on Thursday, February 14, 2019. The deposits are as follows:  
39 Ambulance \$80,000, Communications Equipment \$125,000, Computer Equipment \$35,000,  
40 Daniel Webster Highway \$50,000, Fire Equipment \$250,000, Highway Equipment \$400,000,  
41 Library Building Maintenance Fund \$75,000, Property Revaluation \$15,000, Solid Waste  
42 Disposal \$125,000, Traffic Signal Pre-emption \$5,000, Property Insurance Deductible Trust  
43 Fund \$10,000, GIS \$20,000, Road Infrastructure CRF \$450,000, and Milfoil \$10,000. MOTION  
44 CARRIED 6-0-0**

1 **MOTION** made by Councilor Boyd and seconded by Councilor Healey to move the amount of  
2 **Three Hundred Fifty Thousand Dollars (\$350,000) for Wastewater Infrastructure Capital**  
3 **Reserve Fund deposit to a Public Hearing on Thursday, February 14, 2019. MOTION**  
4 **CARRIED 6-0-0**

5  
6 **MOTION** made by Councilor Boyd and seconded by Councilor Thornton to move a withdrawal  
7 **from the Fire Capital Reserve Fund in the amount of Forty-Seven Thousand Dollars (\$47,000) to**  
8 **a Public Hearing on Thursday, February 14, 2019 for fire apparatus computer replacement**  
9 **\$15,000, fire suppression hose \$17,000, and large diameter supply hose \$15,000. MOTION**  
10 **CARRIED 6-0-0**

11  
12 **MOTION** made by Councilor Boyd and seconded by Councilor Healey to move to add the Town  
13 **Council as agents to expend for the Fire Equipment Capital Reserve Fund to a Public Hearing**  
14 **on Thursday, February 14, 2019. MOTION CARRIED 6-0-0**

15  
16 The tax rate is \$5.05, which represents a decrease from last year of \$0.05. This is not including any of  
17 the union contracts.

18  
19 **Adjourn**

20  
21 **MOTION** made by Councilor Thornton and seconded by Councilor Boyd to adjourn the  
22 **meeting. MOTION CARRIED 7-0-0**

23  
24 *The January 23, 2019 meeting of the Town Council was adjourned at 8:18 p.m.*

25  
26  
27  
28 Submitted by Dawn MacMillan