

TOWN OF EPSOM  
BUDGET COMMITTEE  
JANUARY 10, 2023

**Attendees:** Marylou Keane, Chairman; Joni Kitson, Vice Chairman; Gary Kitson, Water District Representative; Meadow Wysocki, Selectmen's Representative; Mary Frambach; Joyce Heck; Floyd Graham; Len Gilman; Linda Hodgdon; Penny Graham; Michael Muise, School Board Representative

**Not in Attendance:**

**Other Attendees:** Cheryl Gilpatrick

Marylou opened the meeting at 7:00 PM.

**Minutes**

The minutes of January 5, 2023 were reviewed and amended.

**Meadow motioned to approve the minutes of January 5, 2023, as amended; Joni seconded the motion. The motion passed.**

Marylou asked if there was discussion on the Town Warrant Articles.

Meadow noted there are no Selectmen recommendations for Article 1 in case the Budget Committee makes changes. Meadow discussed Article 10 and the amount the fund listed in Article 11. Marylou noted that the amount would change due to interest added until it is closed. She suggested the wording be revised to reflect that. Meadow will follow up with Jerrica to modify the wording and get DRA approval.

Marylou noted the letter from the Police Department for the additional full-time officer.

Marylou noted the next items were the Town Revenue Budget for 2023 and Encumbrances.

**REVENUE BUDGET**

Meadow noted that the Selectmen made a change to the Interest Income (Line 3500) and the Sale of Cemetery Lots (Line 3603).

Line 3120 – Current Use Tax – Meadow noted this line is difficult to predict as the Town has 18 months from the time the parcel is taken out of current use to collect the taxes.

Line 3190 – Interest & Penalties on Taxes – This line is steady.

Line 3220 – MV Fees – This line is difficult to predict as fees are based on MSRP and year and are reduced with the age of a vehicle.

Line 3352- Rooms & Meals Tax – It is difficult to predict the amount the Town might receive from the State from this tax. Jerrica verified with the State and they are comfortable with this number.

Line 3406 - Welfare – The amount in this line was increased as the Town is receiving payments from past recipients.

Line 3900 - Transfer from Other Funds – This amount is from Warrant Articles if they passed/ This year is \$240,000.00 for an ambulance and \$15,000.00 for turnout gear..

Line 3409 Franchise Services Revenue – Linda asked where these funds came from. Marylou noted it was the cable company.

Meadow noted revenue is projected to be increased to \$2,270, 650.

## **DEFAULT BUDGET**

Meadow explained how the Default Budget was calculated. Insurance is all insurances paid. Retirement has decreased. Dispatch costs have increased for both the Fire & Police Departments.

## **ENCUMBRANCES**

Marylou noted the encumbrances for 2022. Joni asked about the repairs for the Meetinghouse roof. Meadow noted during the last large storm the flashing around the steeple was ripped off by the wind. Temporary repairs were completed, but the final repairs have not been completed. An insurance claim has been filed.

Meadow noted that there are some bills to be posted, but have not yet been done. The list includes:

- General Government Buildings - \$390.90 – This amount includes floor mats, Window Privacy Decals and Signs for the new town offices.
- Emergency Management - \$73.87
- Highway Department - \$26.48
- Conservation - \$30.00 – for training
- Fire Department - \$1,487.94 – Training and a new I-pad

Meadow noted the letter from the Northwood Lake Watershed Association.

## **TOWN BUDGET**

Marylou noted that the Selectmen had reduced the Budget Committee Recording Secretary Salary Line (4135150). The number of meetings to be held was discussed. Gary thought there should be an additional Budget Committee meeting during the summer.

**Floyd motioned to add \$230.00 plus expenses to the Budget Committee Recording Secretary Salary Line 4135150; Mary seconded the motion. The motion passed.**

Joni discussed the Supervisors of the Checklist Stipends that the Selectmen reduced due to having only one election in 2023 and the purge being completed. Betsy noted the work that had to be completed besides attending elections. It was determined to not change the salary line.

Joni and Mary noted they were concerned with the increase in the Selectmen's salary.

**Joni motioned to decrease the Selectmen Wages Line (4131130) by \$1,050.00 to \$6,450; Mary seconded the motion. The motion passed.**

The Highway Department Pavement Striping Line (4314435) was discussed. It was noted the insurance companies and police departments use the yellow line as the center of the road and often measure from the yellow line for accidents.

Linda noted increases for fuel and electricity were significant, but necessary.

Penny asked if departments were notified if their budgets were cut. It was discussed they were not notified and will not be until the Budget Committee has made their adjustments.

Penny discussed the band usually had 5 band concerts, but the budget was cut to 4 concerts. She noted there were no events during COVID. Penny noted the school has many students in the band and the music program is coming back. The Town band would like to incorporate the students into the Town band. Penny discussed issues the band has with practice location and storage of their supplies. Penny noted the money paid is divided among the players for their expenses. She noted that one event is Memorial Day allowing for only 3 other concerts.

Len discussed the Library budget. He compared that budget with the BCEP budget and is concerned about non-Epsom residents using the Library. Linda discussed the number of out-of-town residents that use the Library. Len noted the Library is not necessary, it is nice. Linda discussed that families share Library cards and the number of patrons. Meadow noted that not everyone in town uses all town services. Floyd noted that the services being provided helps make up the community. He thought there was a benefit for the Library.

Len also discussed the use of BCEP and a commercial enterprise is not able to use it.

Penny asked about the increase in the Library budget. Items were noted. Floyd asked

about the Old Library and its use. It was explained that it holds historical records, etc. Residents are able to use it with an appointment.

The Economic Development Committee was discussed with Meadow indicating the Selectmen are reactivating it.

Marylou noted the proposed Budget Committee budget is \$3,843,847.00 plus payroll expenses.

## **SCHOOL**

Mike noted he asked what is in the special placement line. He discussed it was for children that require out of school placement. He noted that Pembroke Academy has a skills program and if a student requires an aide which is above the other areas in the budget these funds would cover those costs.

Penny asked about summer school and asked which budget year does summer school fall under. Joni noted much of the costs are paid by grants.

Penny asked about the projected funds and surplus at the end of the year. Linda noted it is a projection and can change at any time. Linda discussed the homeless population and the needs to be provided for them by the school, i. e. transportation.

It was discussed as to when a School Budget/Expenses should be requested for the Committee. It was determined to request them in April, August, October and December.

Marylou asked if anyone had adjustments for the School Budget. The Committee reviewed the information presented to them, but did not make any revisions.

Linda noted that based on the information presented she did not feel a need to cut any funds from the School Budget. The past surplus funds were discussed.

Floyd noted he was not pleased with conversations at the end of the year on items to purchase with the surplus funds. Floyd felt there is a surplus built into the budget. It was noted that the School waits to the end of the year to make some purchases or complete repairs.

It was discussed that the School Board meets the second Tuesday of the month at 6:00 PM.

Penny noted items purchased should be planned for. Mike noted there are items in the budget, but not purchased until the end of the year if money is remaining.

Len noted he has watched the school since he has sat on the committee. He noted that Mr. Connors has done well with spending funds and only has spent the funds if he has them.

Meadow noted she had made an inaccurate statement regarding the ambulance. She noted it is three to four years old so the Warrant Article to purchase a new one is within the normal cycle. She also noted that the Selectmen are contacting Ford regarding the ambulance repairs after the Budget Committee discussions.

**Linda motioned to adjourn; Meadow seconded the motion. The motion passed.**

Marylou adjourned the meeting at 9:38 P.M.

Respectfully,

Betsy Bosiak  
Recording Secretary