

Town of Sullivan, NH
Budget Committee
Approved Meeting Minutes, Tuesday, January 3, 2023
Sullivan Town Hall

Board members present: Al Merrifield, Chairman; BJ Wahl, Gary Patnode, Mike Blanchard
Board Representatives: Dave Jakway, Selectmen; William Thorndike, School Board
Others: Paul Bolduc

Staff: Kathleen Rowe, Secretary

1. CALL TO ORDER: Chairman Merrifield called the meeting to order at 6:00 PM.

On a motion by BJ Wahl, seconded by Mike Blanchard the minutes of 12/27/2022 were unanimously accepted and approved as corrected (punctuation).

2. BUDGET REVIEW

A. Fire Department : \$51,676 (+12798 over 2022)

Mike Blanchard presented the Fire Department budget.

The following is Mike's presentation to the Board of Selectmen on 11/7/2022 referencing notes from Chief Henry for line items with changes in 2023:

"Telephone, electricity, diesel and heating oil will be provided by the Selectman's office, based on current invoices and projected rates. Telephone is not expected to change; electricity will be based on current average kwh rate and historic kwh use; fuel oil is currently \$4.25/gallon; diesel is currently \$4.74/gallon; budgets for the latter two will be based on historic use. It is noted that 46% (\$6018) of the increase realized in this budget is utility-related.

4220 - Operating Budget:

430 - Building Maintenance: \$2000 (increase \$1500) includes regular building maintenance and installation of "high bay" overhead LED lighting to lower electricity cost and replace unsafe fixtures.

560 - Dues & Membership: \$1200 (increase +450 over 2022) - Marsha will confirm with Al as number differs from FY 2022 though Al's notes indicate it should be the same.

611 - Rescue Supplies: \$2000 (no change)

612 - Fire Supplies: \$750 (increase \$250) includes additional firefighting foam, gloves and hose adapters

635 - Gasoline \$450 (increase \$200) reflects the price increases in regular gasoline and TruFuel

636 - Diesel: \$5688 (increase \$1608) reflects diesel price increase

660 - Vehicle Repair: \$12000 (increase \$3000) includes new tires on rescue, anticipated repairs to tanker valves, replacement of air & dump valve on Engine and full services. Marsha noted that any anticipated balance in the line item for 2022 should be expended now to reduce this request for 2023.

740 - New/Major Equipment: \$8000 (increase \$1000) includes new turnout gear to replace outdated gear; new battery hand tools.

4290 – Emergency Management: \$400: remains the same as prior years

Capital Reserves:

- Forest Fire - No Addition for this year
- Dry Hydrant - Add \$3,500 for hydrant repairs located at Rt.9 & Centre Street in either 2023 or 2024.
- Fire Dept Vehicle - \$20,000

Mike noted that, while no vehicle replacements are anticipated immediately, within 5 years the department should seriously plan for the replacement of the Forest Fire truck. The current brush truck was a gift to the department (used) about 20 years ago. A rough estimate at current pricing is \$80m to purchase (for example) a new Dodge 550 4x4 and convert the present utility body for use on the new truck.

- Breathing Apparatus - \$2,500"

Notes from 1/3/2023 Budget Meeting:

Fuel: Mike requested that the cost of diesel be split 25% (Fire)/75% (Highway as the department's use is not 50% as currently split between the departments. Selectmen will review. Diesel pricing is currently \$4.72/gallon. Diesel is charged at cost +\$.15; Selectmen will review department splits and adjust budget where necessary.

Mike questioned the figure of 2000 gallons for heating oil; AA will review 2022 usage. (Followup: Fire Department used 2108 gallons of heating oil in 2022.)

Gary Patnode asked if \$3500 would be sufficient to replace the dry hydrant in East Sullivan; Mike suggested that his would be added to the capital reserve in anticipation of the same in 2024. NO cost estimates have yet been requested for this job.

B. Selectmen's Budget: \$257514 (+\$23148 over 2022)

4130 – Wages: \$80673 (-\$433 from 2022) – Removed enforcement officer; remaining wages include 3% increase.

4140 – Election & Registration: \$1550 (-\$1259 from 2022) - 1 election (Town Meeting) in 2022

4150 -\$52770 (+\$8316 over 2022) – Accounting will move from QuickBooks to MTS accounting system in 2023; a one-time software license (\$5000) and annual software support (\$2500) accounts for the majority of the increase. Additional increases are in cost of office supplies (+250) and postage (+200) and Town Clerk/Tax Collector training (+750 for 3rd person).

4152 – Revaluation \$8500 (+\$500 from 2022): Contracted pricing

4153 – Legal/Audit \$22525 (no change)

4155 – Personnel: \$9288.24 (-%43 from 2022) – Decrease in both Unemployment Comp and Worker’s Compensation

4194 – Building Maintenance \$16800 (+1390 over 2022) Utilities (+725) and modest increases in building maintenance and repair costs

4196 – Insurance \$14470 (+1043): Contracted expense

4215 – Ambulance: \$14,000 (-1300 from 2022) Ambulance and Keene stand-by contracted charges

4221 – Fire Mutual Aid: \$11500 – contracted charge

4415 – Health Agencies: \$10437 (\$4437 over 2022): Increased use of area health agencies by Sullivan residents has raised annual requests for services. AI asked for a listing of the agencies and their individual requests; AA to provide listing to Chairman Merrifield.)

4442 – Welfare: \$1000 – no change

4445 Welfare: \$14000 (+11,000 over 2022) – Anticipated annual exposure for 2023 for single request.

Capital Reserves:

Revaluation: \$4000 in anticipation of 2024 revaluation

Town Building Major Repairs: \$5000 add to fund for necessary major maintenance

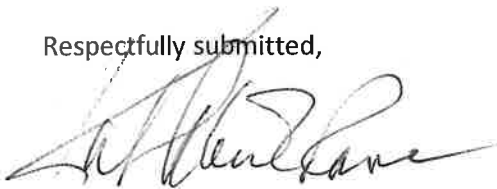
3. OTHER BUSINESS:

The next meeting of the Budget Committee will be Tuesday, January 10, 2023 at 6:00 PM.

4. ADJOURNMENT

Motion to adjourn at 7:20PM made by BJ Wahl seconded by Gary Patnode, all aye.

Respectfully submitted,



Kathleen N. Rowe
Secretary