**Budget Roundtable and Select Board Meeting Minutes**

**January 11, 2016, 6:00pm, Rhodes Building**

**Select Board members present:** Mark Santos, Bill Martell

**Select Board member absent:** Jim Doubleday

**Others Present:** Police Chief Gary Thomann, Fire Chief Raymond Murphy, Amherst/Pelham Health Trust representative Kay Zlogar, Library Trustee Jacques Graton, Highway Superintendent Rick Adamcek, Conservation Committee member Steve Funderburk, Library Director Jodi Levine, Pelham School Principal Lisa Desjarlais, Town Clerk-Kathy Martell, Town Collector-Edna Holloway, and Selectmen’s Assistant Susannah Carey.

Finance Committee members: John Trickey, Fred Vanderbeck, Jay Leonard, Tara Loomis

Planning Board Committee member: Abigail Jenks

School Committee members: Sean Mangano, Darius Modestow

**Absent**: Dana MacDonald, Selectman Doubleday

**Open**

Selectman Santos opened the meeting at 6:03pm.

**FY2017 Budget Roundtable discussion with Finance Committee, Department Heads, Board & Commission Chairs**

John Trickey of the Finance Committee began the meeting reporting on Pelham’s financial situation. No new money is expected from the State. There is little growth expected in property taxes. There is a 2% increase in wages. Any additional requests for increases should be listed on forms and submitted when meeting with the Finance Committee. If want to be level funded, notify John Trickey.

Highway- Superintendent Rick Adamcek spoke of new diesel storage, but not in this fiscal year. Also mentioned was a backhoe, sweep broom, sandblasting, which would cost about $7k. A new lawn mower may need to be purchased, about $8k, but Rick will wait until he finds out what is going on with the cemetery. Rick got a copy of the contract for the catch basin cleaning and the cost has increased to $40/hour. Repair to vehicles could range from $5k-$10k so the maintenance budget may need to be bumped up.

Library- Director Jodi Levine stated that when the stabilization takes place, the Community Hall will need painting and clean up in the library and that amount will have to be addressed. John Trickey said that when the work gets done they will check the numbers.

School Committee- Darius Modestow stated the capitol funding was $22k. The amount that was requested was $10,954 for chrome book computers, a new copier, and a new printer. John Trickey said that the amount would need to be presented to the Select Board during their meeting.

Police- Chief Thomann stated that 4 defibrillators needed to be replaced. John Trickey asked if the other 2 in town needed replacement. A total of 6 will be replaced. Chief Thomann discussed fuel and that it needed to be moved to create its own line item. He would need an increase in the funds regarding the cruiser since it will be kept another year and it will need new brakes and new tires.

Fire- Chief Murphy spoke of the turnout gear and about $6k to replace the equipment. Also the capital planning of Fire Chief’s vehicle was discussed since it is up for replacement in 2016.

Town Clerk- Kathy Martell stated that 2016 is an election year. She will need to train workers on new election equipment, pay poll workers during voting, and add another member to help at the polls.

**Select Board meeting minutes**

**January 11, 2016, 6:00pm, Rhodes Building**

**Absent:** Selectman Doubleday

**Minutes**

December 9, 2016 and December 16, 2016

On a motion by Selectman Martell, seconded by Selectman Santos, the minutes were unanimously approved.

**Elementary School Capital Expenditures Budget**

School Committee member Darius Modestow identified three capital projects for the fiscal year 2017; Chromebook Computers, a Copier, and a Printer. All together these three requests total about $22k. The school plans to apply leftover funds from prior capital allocations in the amount of $11,396. The net request totals $10,954. Selectman Martell stated that there was $10,800 left in the expense account and that $5-$8k would be used for the town’s website. Sean Mangano, school committee member, asked if there were any restrictions for the money. Selectman Martell stated that all three items would be included since they are technology related. The remainder of the money not given would come out of free cash.

**Forestry Grant Permit**

Steve Funderbunk, Conservation Committee member, spoke of the Buffam Falls Grant that was awarded. Mr. Funderbunk also spoke, on behalf of Dana MacDonald, of the Forestry Grant that would be signed at the meeting. On a motion by Selectman Martell to sign the Forestry Grant Permit, Selectman Santos seconded, unanimously approved. The Grant was signed and forwarded to Dana MacDonald.

**Medicare Part B**

Kay Zlogar of the Amherst/Pelham Health Trust was present. The premium for Medicare Part B rose from $104.90 to $121.80 effective January 1, 2016. The Selectmen didn’t know how many retirees are affected by the increase, since those numbers are kept confidential. Ms. Zlogar suggested that the town create a document to send to retirees only, relating to Medicare Part B, to inform them that the rate has gone up for some. It then would be up to the retirees to voluntarily respond back to the town. The Selectmen agreed that the issue should be tabled until the next Select Board meeting on January 25, 2016. Ms. Zlogar said she would come to that meeting if need be.

**Affordable Care Act Reporting-Designated Government Entity Form**

Ms. Zlogar spoke about the Designated Government Entity Form which reports retirees. The form, 1095-C, is given to all non-Medicare members. It is also provided because the Amherst Pelham Health Claims Trust is self-insured. This form must be signed by the Select Board.

**Community Center Roof**

Rick updated the Selectmen on where the project stands. The bid will be sent out the following week. The repairs inside the Library; cracks and paint; are included in the amount that was requested at the Budget meeting.

**Town Officials**

Chief Thomann spoke of the Capital Planning meeting. While discussing the vehicles in town up for replacement, there was confusion when referring to calendar year and budget year. The Fire Chiefs vehicle will be replaced, but it was unclear if the Police Departments cruiser was to be. Selectman Santos would like Selectman Martell to try to figure out when the cruiser will be replaced, and/or get those who attended the Captial Planning meeting together with the Select Board for a special meeting.

Town Clerk Kathy Martell will be creating a plan for reorganizing the shared office space between the Clerk and the Selectmen.

**Liaison Reports**

* Highway-none
* Town Offices-nothing
* Fire Department-ok
* Police Department-ok
* Energy Committee-Selectman Martell-Committee hasn’t met yet
* Finance Committee-Selectman Martell-Currently meeting
* Library-Selectman Santos-None
* Elementary School-none
* Regional School/Regional School District Planning Committee-Selectman Santos-Not meeting anymore

**New Business**

Selectmen’s Assistant Susannah Carey wanted to know when the next Pelham Slate would go out. The Selectmen agreed on mid-April 2016, before the spring town meeting.

**Adjornment**

On a motion by Selectman Martell, seconded by Selectman Santos, the meeting was unanimously adjorned at 6:58pm.

**Tabled Items**

Colonial Power Group Aggregation

Utility Pole Permitting Process

**Documents Reviewed**

Finance Committee Budget Hearing Schedule, Town Budget Form FY2016 proposal draft sheet,

Forestry Grant Permit, Medicare Part B, Designated Government Entity form-Affordable Care Act Reporting.

**Next regular Select Board meeting:**  January 25, 2016