

**DUNBARTON BOARD OF SELECTMEN  
MINUTES OF MEETING  
THURSDAY, NOVEMBER 29, 2012  
TOWN OFFICES – 5:00 P.M.**

**2012 BUDGET STRATEGY MEETING**

The Dunbarton Board of Selectmen held their scheduled 2013 Budget Strategy Meeting at the above time, date and place with Les Hammond, Chairman, presiding.

The following were present:

Les Hammond, Chairman  
Ron Wanner, Selectman  
Ted Vallieres, Selectman  
Line Comeau, Town Administrator  
Alison Vallieres, Recording Secretary

**Members of Boards/Committees and Town Officials:**

None

**Members of the Public:**

None

Les Hammond, Chairman, called the meeting to order at 5:00 p.m. with a full Board of Selectmen present along with Line Comeau, Town Administrator, and Alison Vallieres, Recording Secretary.

**Employees Health Insurance:**

Line Comeau, Town Administrator, brought up the fact that the Employees Health Insurance contract needed to be signed today by the Board of Selectmen. She also noted that employees had until January 1, 2013 to make adjustments to their medical benefits for the coming year. She stated the following monthly increases per plan if the Board of Selectmen chooses to continue with the same plan we have now.

<u>Medical</u>	<u>Increase</u>
Single	Up \$57.00/month
Two-Person	Up \$114.00/month
Family	Up \$154.00/month

This would be an \$8,800 increase for the year if we continue with the present plan.

At this point in the meeting, Ted Vallieres stated that because the Town now has three employees presently taking the Stipend, the costs are reduced accordingly. In addition, we are estimating that the new employee to be hired in the Building Department would probably have a Family Plan.

He stated that due to the fact the LGC was having to pay the Town of Dunbarton a portion back, this was further reducing the amount in the year 2013. He cautioned the Board that this was a "one time pay back" and next year this would not occur.

If the Town stays with the same plan we have now, there will be an increase of \$2,200 for the year.

Ron Wanner stated that yes, if we go to the higher deductible, a family would have to absorb \$500 per person. These are the same folks that can't deal with being paid on a bi-weekly basis because they live paycheck to paycheck. What happens if they are sent to the hospital, etc. This is a major change in what the town has been providing.

Ted Vallieres noted that if the Town went with the \$500 deductible, the cost of the insurance would only go up \$40.00 month. If we chose this route, we could split the savings of \$4,000 between the Town and the four employees. This would be about \$500/year rolled into their hourly rate.

#### Discussion of Budget Funding Recommendations to Departments:

Les Hammond stated it would not be his goal to require a Level Funded Budget for Departments.

Ron Wanner asked if the Board of Selectmen was considering giving a 1.8% CPI Raise to employees.

The subject of funding of Stark Bridge was discussed. Jeff Crosby, Road Agent, has cost estimates for the bridge which he will bring to the Selectmen. Ron Wanner stated we are going to be building a bridge on property we don't own.

Ted Vallieres stated that before we decide about giving a raise, he would like to know what the additional costs will be for the Town involving increased Retirement costs and any Medical increase. Retirement costs to the Town are Police \$8,600 and Employees \$4,000 for a total of \$12,600. If the Town decides on these increases, the cost to the taxpayers will be as follows:

1.8% Raise -	\$10,600
Medical Increase with the same plan	\$2,200
Retirement Increases -	<u>\$12,600</u>
 Total Increase	 \$25,400

It was noted that the Town is getting a reimbursement from LGC for Workmen's Compensation for the coming year. This is a "one-time reimbursement" and we should not plan on it for another year. They are just paying us back for an overpayment.

The Retiree Health budget line will be reduced because the Town will only be paying for two months in 2013.

The final decision of the Board of Selectmen was they will ask Department Heads to submit a budget that they feel will meet their needs for the coming year.

#### Scheduling of Department Heads:

It was noted that the following Departments will be in to discuss their budgets with the Board of Selectmen on Thursday, December 6, 2012.

Board of Assessors  
Building Department  
Welfare

**Town Government Building Maintenance Quotes:**

Les Hammond asked that the Town Government Building Maintenance quotes be accurate quotes for the coming year. He stated that last year they were not accurate and we ran into difficulties because of that.

**Town Report Costs Including Mailing:**

It was noted that the School had notified the Town Administrator that they were considering doing a separate School Report instead of including it with the Town Report due to the fact that they were going to be unable to meet the deadline for printing, etc. The Board of Selectmen discussed the fact that if this is the case, the Town would not be paying for the School separate report.

At this point in the meeting, Les Hammond called Deb Foster and asked what their plans were with regard to the Town Report deadline. Deb Foster stated that the school had not budgeted any extra monies for printing of a special School Report. She will bring this up at the next School Board Meeting.

**Cemetery Budget:**

Ted Vallieres brought up the point that the Cemetery Trust Funds have not been used for some time. The Cemetery Trustees should be using them along with the appropriated Town monies. The formula is fairly simple to compute. The Board of Selectmen noted they have spent \$15,000 for fencing over the past three years. It was noted that the East Cemetery has the only new fencing. Pages Corner only has fence posts.

The Trust Fund monies should be used on a yearly basis by the Cemetery Trustees for care of the cemeteries. It amounts to about \$2,200/year. The fund has built up to about \$12,000. There comes a point in time where they will never be able to catch up because they are only allowed to expend a certain portion, etc.

**Final Decision on Employees Health Insurance:**

After discussion, the following motion was made with regard to Employees Health Insurance:

**MOTION:**

Ron Wanner made a motion that the Town of Dunbarton stay with the Health Care Package that the Town presently has. Ted Vallieres seconded the motion. The motion passed by a majority vote as follows:

Hammond - Yes  
Wanner - Yes  
Vallieres - No

**Snow Removal at Dunbarton Elementary School:**

**Les Hammond noted that Jeff Crosby, Road Agent, had decided to work with Mike Underwood regarding the shoveling of walkways at the school for this season. When the bid for the lawn mowing goes out in the spring, he felt that the snow removal at the school should be included in the bid.**

**There being no further business, the meeting adjourned with the following motion:**

**MOTION:**

**Ron Wanner made a motion that the Board of Selectmen Strategy Meeting adjourned at 7:00 p.m. Ted Vallieres seconded the motion. The motion passed unanimously.**

**Respectfully submitted,**

**Alison R. Vallieres, Recording Secretary**

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**Les Hammond, Chairman**

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**Ron Wanner, Selectman**

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**Ted Vallieres, Selectman**