

Town of Plaistow ♦ Budget Committee

145 Main Street ♦ Plaistow ♦ NH ♦ 03865



BUDGET COMMITTEE MEETING

Meeting: November 30, 2021

Call to Order: 6:30pm

ROLL CALL:

Robert Zukas, *Chair*
Doug Thompson, *Vice Chair*
Richard Anthony, *Budget Committee*
Peter Bracci, *Budget Committee - excused*
Christina Cruz, *Budget Committee- excused*
Bob Hamilton, *Budget Committee - excused*
Katie Knutsen, *Budget Committee*
Phil Spitalere, *Budget Committee*
Brian Stack, *Budget Committee*
Greg Taillon, *Selectmen's Representative*
Darrell Britton, *Selectmen's Alt.*

Also Present: Greg Colby, *Town Manager – remote*

Agenda Item 4: Review/Approval of Minutes

The minutes of the October 19, 2021 meeting had been distributed in advance.

G. Taillon moved, second by K. Knutsen to approve the minutes of the October 19, 2021 meeting as corrected.

The motion was approved 7-0-0

Agenda Item 5: Public Comment

Ch. Zukas invited public comment but there was none.

Agenda Item 6: Warrant Article Review:

WATER SERVICE INCENTIVE PROGRAM

Article P-22-02: Shall the Town vote to raise and appropriate **Four Hundred Fifty Thousand 00/100 Dollars (\$450,000)** (gross budget) as may be needed for establishing an interim fund to provide an assistance program to abutting properties to help incentivize connections to the potable water system by providing zero or low interest loans to the property owners to cover the capital costs needed for fees, installation, and other associated costs so they may connect to the potable water system; to further authorize the issuance of not more than **Four Hundred Fifty Thousand 00/100 Dollars (\$450,000)** of bonds and notes in accordance with the provision of the Municipal Finance Act (RSA 33:1, et. seq.) and to authorize the Select Board to issue and negotiate such bonds or notes, to determine the rate of interest thereon and the maturity and other terms thereof, and to take any other action the Board deems appropriate to effectuate the sale and/or issuance of said bonds; and further to authorize the Select Board as applicable to apply for, obtain and accept federal, state or other aid, grants or other funds, if any of which may be available for said work that may reduce the amount to be financed with bonds or notes, and to participate in the Drinking Water State Revolving Fund (DWSRF), RSA 486:14, established for this purpose and/or the Drinking Water and Groundwater Trust Fund (NHDWGTF) and to allow the Select Board as applicable to expend such monies as they become available and pass any vote relating thereto; and further to authorize the Select Board to adopt a betterment plan, whereby the costs of the improvements to any privately owned service lines or infrastructure will be assessed to and reimbursed by the owners of those water lines and infrastructure that are specially benefited by such improvements such that the intent is the cost of the program will be paid by the users through betterments and/or user fees. (3/5 ballot vote required).

NO AMOUNT TO BE RAISED BY NEW TAXATION \$0 (Recommendation by the Board of Selectmen (5-0-0)).

Article P-22-02: Explanation: The town is able to secure a bond at reduced interest rates to assist homeowners who may wish to finance the hook up to potable water. The fees would be charged quarterly on the homeowner's water bill until paid. No amount is to be raised by taxation.

Ch.Zukas noted that only the amount that is needed by townspeople enrolling in the program will be taken in the bond, and the only one paying back the bond will be the people who enroll in the program.

R. Anthony asked if the bond would be \$450,000 and was told it is up to that amount. G. Taillon said it was like a line of credit to the program. R. Anthony asked for the total amount the Town has for current bond obligations. G. Taillon said he believed the Town just has bond on the Safety Complex. C. Colby said the Town only has one outstanding bond on the Safety Complex and the balance is \$7 -7.5 Million. B. Stack asked what would happen if a homeowner defaults; G. Taillon said the property would be sold and payment made.

G. Taillon moved, second by B. Stack, that the Budget Committee recommend the Water Service Incentive Program Article P-22-02

The motion was approved 7-0-0

REPLACE FD TOWER 3 FIRE TRUCK

Article P-22-03: Passage of this article shall override the 10 percent limitation imposed on this appropriation due to the non-recommendation of the budget committee. (Pending approval from Budget Committee) To see if the town will vote to raise and appropriate the sum of **One Million Five Hundred Thousand and 00/100 Dollars** (gross budget) for the replacement of the Fire Department's Tower 3 Fire Truck, and to authorize the issuance of not more than **One Million Five Hundred Thousand and 00/100 Dollars** of bonds or notes in accordance with the provisions of the Municipal Finance Act (RSA 33) and to authorize the municipal officials to issue and negotiate such bonds or notes and to determine the rate of interest thereon. (3/5 ballot vote required)

NO AMOUNT TO BE RAISED BY NEW TAXATION \$0 (Recommendation by the Board of Selectmen (5-0-0)).

Article P-22-03 Explanation: CIP Reference: F1B1. The Fire Chief has determined that the Tower 3 truck needs to be replaced in 2022. The truck is experiencing safety-related mechanical problems that cannot be easily or inexpensively replaced. Furthermore, the availability of used replacement vehicles is very narrow or nonexistent. The purchase of a replacement vehicle to meet Plaistow's needs requires the purchase of a new truck at a cost no more than \$1.5 million.

R. Anthony asked the estimated cost of servicing approximately \$2 Million in bonds that are being considered. G. Colby said the cost of servicing the bonds and said the estimate for long-term bonds is between 0.79% and 1.5%. G. Taillon noted that the Water Service Bond will be paid by the users, and is not a taxpayer liability, while the Fire Truck would be. G. Colby said the current fire truck has many issues such as the pump not working and considerable costly work needed to fix the vehicle's deficiencies. He noted it is a 1994 truck. J. Kuntsen said it was purchased used.

G. Taillon moved, second by B. Stack, that the Budget Committee recommend replacing the Fire Department Tower 3 Fire Truck Article P-22-03

The motion was approved 6-0-1 (K. Knutsen)

OPERATING BUDGET: GENERAL FUND

Article P-22-04: Shall the Town raise and appropriate as an operating budget, not including appropriations by special warrant and other appropriations voted separately, the amount set forth on the budget posted with the warrant, or as amended by vote of the first session, for the purpose set forth therein, totaling \$10,529,555. Should this article be defeated, the operating budget shall be \$00,000,000 TBD with certain adjustments required by previous action of the Town, or by

law; or the governing body may hold one special meeting, in accordance with RSA 40:13, X and XI to take up the issue of a revised budget only. (Majority vote required)

(Recommendation by the Board of Selectmen (5-0-0)).

Article P-22-04: Explanation: The operating budget presented in this warrant article (\$10,529,555.) reflects the Budget Committee approved budget and any modifications that may have been made at the 2022 Deliberative Session. The default budget presented in this warrant article (\$00,000,000 TBD.) becomes effective if Article P-22-04 fails, that is, does not get a majority of Yes votes. The default budget amount is prescribed by state statute.

R. Anthony asked why we don't have the default budget calculation, which is basically the prior year budget with statutory add-ins minus one-time expenses. G. Colby said that was essentially correct though he hasn't had time yet to go through it but will soon do a review. He noted the Committee is earlier in the process than normal. Ch. Zukas said the Committee is voting on the \$10,529,555

G. Taillon moved, second by K. Knutsen, that the Budget Committee recommend the Operating Budget: General Fund Article P-22-04

The motion was approved 7-0-0

OPERATING BUDGET: WATER DEPARTMENT

Article P-22-05: Shall the Town raise and appropriate as an operating budget for the water department, not including appropriations by special warrant and other appropriations voted separately, the amount set forth on the budget posted with the warrant, or as amended by vote of the first session, for the purpose set forth therein, totaling **\$431,300**. Should this article be defeated, the operating budget shall be **\$431,300** with certain adjustments required by previous action of the Town, or by law; or the governing body may hold one special meeting, in accordance with RSA 40:13, X and XI to take up the issue of a revised budget only. (Majority vote required)

TOTAL APPROPRIATION: \$431,300

Withdrawal from the Water Enterprise Fund: **-\$431,300**

NO AMOUNT TO BE RAISED BY NEW TAXATION \$0

Balance in Water Enterprise Fund as of December 31, 2021 \$TBD

(Recommendation by the Board of Selectmen (5-0-0)).

Article P-22-05: Explanation: The operating budget presented in this warrant article \$431,300 reflects the Budget Committee approved budget and any modifications that may have been made at the 2022 Deliberative Session. The default budget presented in this warrant article \$431,300 becomes effective if Article P-22-05 fails, that is, does not get a majority of Yes votes. The default budget amount is prescribed by state statute. The creation of an operating budget for the water department is in preparation for the implementation of a potable water system in Plaistow.

The budget is funded through water usage fees and not property taxes. It will include amounts to not only operate the water system, but also for its expansion.

G. Taillon moved, second by P. Spitalere, that the Budget Committee recommend the Operating Budget: Water Department Article P-22-05

The motion was approved 7-0-0

Ch. Zukas said the Committee would skip **Article P-22-06** the Police Union Collective Bargaining Agreement for the time being. D. Britton said the bargaining has started but it will not be completed until just before Christmas. **Article P-22-07** will also be skipped at this time.

CONTINGENCY FUND:

Article P-22-08: To see if the Town will vote to establish a contingency fund for the current year for unanticipated expenses that may arise and further to raise and appropriate \$80,000 to put in the fund. This sum is to come from the General Fund, Unassigned Fund Balance. Any appropriation left in the fund at the end of the year will lapse to the general fund. (Majority vote required).

TOTAL APPROPRIATION: \$80,000

Withdrawal from the General Fund, Unassigned Fund Balance: -\$80,000

NO AMOUNT TO BE RAISED BY NEW TAXATION \$0

Balance in General Fund, Unassigned Fund Balance, as of December 31, 2021 \$TBD
(Recommendation by the Board of Selectmen (5-0-0)).

Article P-22-08 Explanation: Establishment of a contingency fund gives the Board of Selectmen another tool to manage the Town in an efficient manner. If unanticipated expenses arise, the Board of Selectmen would have a source of funds to pay for the unanticipated expense. The fund must be re-established each year and cannot accumulate funds from year-to-year. The balance of contingency fund at the end of the year is returned to the Unassigned Fund Balance

R. Anthony asked about maintaining the 7% balance in the Unassigned Fund and he said he believes it is currently below that level. G. Colby said the recommendation is to be somewhere between 5-17% and Town policy is 8% and that before closing out the Town is below the 8%, but they anticipate with the closing of the books at the end of the year more money will be added back into the fund and it will be above 8%. R. Anthony asked for an estimate of what was remitted from the 2020 budget. G. Colby said he didn't know but when the numbers are available they will be added to the warrant. He anticipates money will be added to the Unassigned Fund Balance and there will not be an operating loss for the year.

P. Spitalere asked if the Committee has to go through and vote on all the articles tonight, or if it would make sense to hold off on some until there are more definitive answers. Ch. Zukas asked when the balance in the unassigned fund; G. Colby said the earliest would be mid-January. B.

Stack noted that would be too late and the committee will have to deal with what it has now. R. Anthony said there is roughly \$199,000 in warrant articles to be paid from the unassigned fund balance and that is a reasonable guestimate that is what would be going back to the fund, and that some of that could be used to reduce the resident's tax burden. He asked what would happen if you don't have a contingency fund and something happens? Would the streets not get ploughed or the truck can't be replaced, etc. G. Taillon said a loan might have to be taken out or money taken from the budget or perhaps lose an employee. He said the contingency fund money goes back to the Unassigned Fund Balance (UFB) if not used. He noted in the past years he has been a selectman they have taken hundreds of thousands of dollars from the UFB to take care of major projects that are all done now, and very little is being taken from the UFB now and anticipates there will be over \$2 Million in the UFB. He said the UFB is working capital for the Town until the tax money comes in. He noted there has been a contingency fund of \$80,000 for the past two years; G. Colby said there has been minor use of it over that time.

G. Taillon moved, second by K. Knutsen, that the Budget Committee recommend the Contingency Fund Article P-22-08

The motion was approved 7-0-0

CREATE AND DEPOSIT TO REVALUATION CAPITAL RESERVE FUND

Article P-22-09: To see if the Town will vote to establish a Revaluation Capital Reserve Fund under the provisions of RSA 35:1 for fund to meet our constitutional and statutory requirement that assessments are at full and true value at least as often as every fifth year and to raise and appropriate the sum of \$35,000 to be placed in this fund. Further, to name the Board of Selectmen as agent to expend from said fund. (Majority vote required)

TOTAL APPROPRIATION: \$35,000

(Recommendation by the Board of Selectmen (5-0-0)).

Article P-22-09 Explanation: As the town is required to meet its constitutional and statutory requirement that assessments are at full and true value at least as often as every fifth year, this article would create a capital reserve fund and deposit to it would allow the town to fund the next Values Anew assessment to be required in 2026 and to level fund the budget.

G. Taillon noted the Town have been doing this every year to avoid putting the whole line item on the budget in one year.

G. Taillon moved, second by D. Thompson, that the Budget Committee recommend to Create and Deposit to Revaluation Capital Reserve Fund Article P-22-09

The motion was approved 7-0-0

DEPOSIT TO HIGHWAY EQUIPMENT TRUST FUND

Article P-22-10: Shall the Town vote to raise and appropriate the sum of \$50,000 to be added to the existing Highway Department Equipment Expendable Trust Fund? (Majority vote required)

TOTAL APPROPRIATION \$50,000

Balance in Highway Department Equipment Expendable Trust Fund was as of December 31, 2021. \$TBD

(Recommendation by the Board of Selectmen (5-0-0)).

Article P-22-10 Explanation: CIP Reference: H1D. Timely deposits into the Highway Department Equipment Expendable Trust Fund will allow for the orderly replacement of highway vehicles using only trust fund money which helps to level the yearly tax impact. These funds will be invested in an interest-bearing account and can be withdrawn by a majority vote of the Board of Selectmen. The next planned expenses occur in 2023: \$50,000 for the replacement of the 2013 Ford F-350 pickup truck, 2024: \$20,000 for the replacement of the landscaping trailer, and 2025: \$110,000 for the replacement of the 2010 Ford Newholland brush cutter, \$50,000 for the replacement of the 2015 6-wheel International dump truck body (sander/salter attachment) and \$50,000 for a used replacement of the 2005 Holder sidewalk snow removal machine.

G. Colby said that as of October 2021 the fund had approximately \$155,354.19 in it.

P. Spitalere asked if the impact on the tax rate was put on the article; G. Taillon said not in Plaistow. G. Colby said that for every \$100,000 it was about \$0.07. D. Britton noted that the BOS hopes that the infrastructure plan may offset some of this cost.

G. Taillon moved, second by B. Stack, that the Budget Committee recommend Deposit to the Highway Equipment Trust Fund Article P-22-10

The motion was approved 7-0-0

DEPOSIT TO FD APPARATUS CAPITAL RESERVE FUND

Article P-22-11: Shall the Town vote to raise and appropriate the sum of \$140,000 to be added to the existing Fire Department Apparatus Capital Reserve Fund? (Majority vote required)

TOTAL APPROPRIATION \$140,000

Balance in FD Apparatus Capital Reserve Fund was as of December 31, 2021. \$TBD

(Recommendation by the Board of Selectmen (5-0-0)).

Article P-22-11 Explanation: CIP Reference: F1D. Timely deposits into the Fire Department Apparatus Capital Reserve Fund will allow for the orderly replacement of fire department vehicles using only capital reserve money which helps to level the yearly tax impact. These funds will be invested in an interest-bearing account and can only be withdrawn by a vote at a future Town Meeting. The next planned vehicle expenses are Tower 3 in 2022 (\$1,400,000), Rescue 2 in 2024 (\$240,000) followed by Forestry 4 in 2025 (\$60,000) and Command Car 1 in 2025 (\$50,000).

G. Taillon said if the bond was approved for the FD Tower that item would not come out of this fund or money could be taken from the Fund as a deposit to the Bond. G. Colby concurred. B. Stack asked if the way the article is written will allow the BOS to pursue that option. G. Colby said it would. He said the Chief has talked about lowering the \$140,000 to \$40,000 with the approval of the bond and repurposing \$100,000 of this towards the bond payment so less is being borrowed, but no decision has been taken yet. He said the bond payment interest and principal to keep it level funded in total over 20 years is less than \$100,000.

G. Taillon noted that the Budget Committee has the ability to change its recommendation up until the deliberative session. D. Britton said this could be a good move in light of funds coming from Washington which might offset some of this. G. Colby noted that after the last Budget Committee meeting with the change to the Fire Department budget he received a phone call the next morning saying the Town was getting a \$50,000 grant for equipment so that could be adjusted also as the money for the fire hose and thermal imaging camera is not needed as the BOS approved buying these with the grant in addition to the heart monitor.

G. Taillon moved, second by P. Spitalere, that the Budget Committee recommend Deposit to the FD Apparatus Capital Reserve Fund Article P-22-11

The motion was approved 6-0-1 (K. Knutsen)

DEPOSIT TO FD RADIO CAPITAL RESERVE FUND

Article P-22-12: Shall the town vote to raise and appropriate the sum of \$74,000 to be added to Fire Department Radio Capital Reserve Fund previously as established in 2019? The funds will be withdrawn from the General Fund, Unassigned Fund Balance. (Majority vote required)

TOTAL APPROPRIATION: \$74,000

Balance in FD Radio Capital Reserve Fund was as of December 31, 2021. \$TBD
(Recommendation by the Board of Selectmen (5-0-0)).

Article P-22-12 Explanation: CIP Reference: F3D. In 2019 the Fire Chief reported that the portable and mobile radios were old, frequently had operational problems, and spare parts were difficult if not impossible to find. The estimated cost to replace all the radios was \$200,000. 2022 is the second year of the 2-year plan and the Fire Chief reports that \$74,000 will be enough to finish the radio replacement. Timely deposits into this capital reserve fund will ensure that funds are available to replace mobile and portable radios as needed in the future using only capital reserve funds which helps to level the yearly tax impact

G. Taillon asked if the second sentence in the article is correct as he thinks this was written from last year's articles. G. Colby said there is a trust fund for the radios with \$17,000 in it and would be combined with the \$74,000 to accomplish the second phase. He agreed the wording would need to be removed.

It was agreed to bring this back to the BOS. No further action was taken.

DEPOSIT CEMETERY SPECIAL MAINTENANCE EXPENDABLE TRUST FUND

Article P-22-13: Shall the town vote to raise and appropriate the sum of \$20,000 to be added to Cemetery Special Maintenance Expendable Trust Fund previously as established in 2018? The funds will be withdrawn from the General Fund, Unassigned Fund Balance. (Majority vote required)

TOTAL APPROPRIATION: \$20,000

Withdrawal from the General Fund, Unassigned Fund Balance: -\$20,000

NO AMOUNT TO BE RAISED BY NEW TAXATION \$0

Balance in Cemetery Special Maintenance Expendable Trust Fund was as of December 31, 2021. \$TBD

(Recommendation by the Board of Selectmen (5-0-0)).

Article P-22-13 Explanation: There is approximately \$40,000 in the Cemetery Special Maintenance Expendable Trust Fund all of which are expected to be used to execute the first phase of the cemetery expansion. This warrant article will replenish the funds so that \$20,000 will be available for the next phase of the expansion

G. Taillon said he had been working with the Sexton and Charlie Zilch on a plan for 1.2 acres that had been received from the Palmer properties. He said they are clearing and leveling the land and determining if boulders need to be removed. They expect the money in the trust fund will be used up by this work.

R. Anthony asked about the logic for choosing some items funding to come from the UFB and others from taxation. G. Taillon suggested that major projects very often would not get funded to completion, for example the capping of the landfill. He said if it had been funded from taxation and the townspeople said they would not pay for it, the State would have told the Town it must be capped. So they funded the needed project in a reasonable way rather than raising taxes. He said many of the capital improvement funds were created because worthwhile and necessary projects were being ignored over many years.

G. Taillon moved, second by K. Knutsen, that the Budget Committee recommend Deposit to the Cemetery Special Maintenance Expendable Trust Fund Article P-22-13

The motion was approved 7-0-0

DEPOSIT ENERGY CAPITAL RESERVE FUND

Article P-22-14: Shall the Town vote to raise and appropriate the sum of \$25,000 to deposit into the existing Energy Capital Reserve Fund that was created in 2016? (Majority vote required)

TOTAL APPROPRIATION: \$25,000

Balance in Energy Capital Reserve Fund was as of December 31, 2021. \$TBD
(Recommendation by the Board of Selectmen (5-0-0)).

Article P-22-14 Explanation: The Energy Committee will be focusing its efforts in 2022 to install solar panels on the roofs of as many town buildings as practical and aesthetically pleasing. The Committee will also study the feasibility of installing a solar array at the landfill. For many of these projects some amount of upfront money is required. Usually the upfront money can be reimbursed from rebates and/or grants. The deposit is to make sure we have sufficient funds to provide the upfront money.

R. Anthony asked what the approximate fund balance is; G. Colby said approximately \$9,700. G. Taillon said the major projects are the LED lights in the Library and Town Hall, and the solar panels on the salt shed. He said this request is to help bring in a person who can help the Town make smart decisions to continue to trim costs.

G. Taillon moved, second by B. Stack, that the Budget Committee recommend Deposit to Energy Capital Reserve Fund Article P-22-14

The motion was approved 7-0-0

DEPOSIT TRANSPORTATION INFRASTRUCTURE CAPITAL RESERVE FUND

Article P-22-15: Shall the Town vote to raise and appropriate the sum of \$40,000 to deposit into the existing Transportation Infrastructure Capital Reserve Fund that was created in 2016?
(Majority vote required)

TOTAL APPROPRIATION: \$40,000

Balance in Transportation Infrastructure Capital Reserve Fund was as of December 31, 2021. \$TBD
(Recommendation by the Board of Selectmen (0-0-0)).

Holding off on recommendation until after the BOS gathers NHDOT input.

Article P-22-15 Explanation: The current Main Street traffic calming project being undertaken by the NH DOT will require an additional local contribution of \$200,000. The capital reserve fund currently has a balance of approximately \$40,000. An annual deposit of \$40,000 will close the funding gap. Construction is scheduled for 2024/2025.

G. Taillon said the contribution from the State will be \$800,000 towards reducing traffic volume and speed on Main Street. He noted the average speed on Main Street is over 40mph in a 30mph zone. He said the money is being put away against the 2026 recommendations implementation. R. Anthony asked if sidewalks are a real possibility and was told yes. D. Britton said one of the things undetermined at this point is whether the Town owns the sidewalks or the State does. He said putting in new sidewalks is very expensive. He noted the State owns Main Street and if the sidewalks were their responsibility it would alleviate a tremendous expense.

G. Taillon moved, second by K. Knutsen, that the Budget Committee recommend to Deposit to Transportation Infrastructure Capital Reserve Fund Article P-22-15

The motion was approved 7-0-0

SOROCK DONATION

Article P-20-16: Shall the Town vote to raise and appropriate the sum of \$7,000 to support the substance misuse prevention, suicide prevention and community wellness services of the SoRock Coalition for Healthy Youth.

TOTAL APPROPRIATION: \$7,000

(Recommendation by the Board of Selectmen (5-0-0)).

Article P-20-16 Explanation: SoRock's work promotes wellness and nurtures resiliency for the children, youth and families of Plaistow as well as surrounding communities. SoRock works through coordinating community education, programming & resources and collaborating with federal and state agencies to help direct additional resources to the towns they serve.

There was a discussion of the work SoRock does for the communities it serves and how the assistance process works. G. Taillon said if this is approved it will be a line item in the Human Resources budget. B. Stack said SoRock has a staff of one who is given office space in the school district he works for, and all the money goes to their programing. He has seen the director working with educators every day.

G. Taillon moved, second by D. Thompson, that the Budget Committee recommend the SoRock donation Article P-22-16

The motion was approved 7-0-0

ESTABLISH BUILDING EXPENDABLE TRUST FUND AND DEPOSIT

Article P-22-17: To see if the town will vote to establish a Building Expendable Trust Fund per RSA 31:19-a, for the purpose of all building interior and exterior capital maintenance (including, but not limited to carpeting/flooring, siding, roofing, and painting), all building site maintenance, all building expansion and/or reconfiguration, and all building's interior systems (including but not limited to HVAC, electrical, plumbing, water/wastewater, communications, and security) repair and/or replacement and to raise and appropriate \$25,000 to put in the fund, with this amount to come from the General Fund, Unassigned Fund Balance; further to name the Board of Selectmen as agent to expend from said fund. (Majority vote required)

TOTAL APPROPRIATION \$25,000

Withdrawal from the General Fund, Unassigned Fund Balance: -\$25,000

NO AMOUNT TO BE RAISED BY NEW TAXATION

\$0 Balance in General Fund, Unassigned Fund Balance, as of December 31, 2021 \$TBD
(Recommendation by the Board of Selectmen (5-0-0) and the Budget Committee (0-0-0)).

Article P-22-17 Explanation: CIP Reference: MB1D.2. Plaistow already has a similar capital reserve fund, the Building/Building Systems Capital Reserve Fund, which may only be used for internal systems such as electrical, plumbing, heating, etc. The intent of this reserve fund was to have a small amount of money set aside for emergencies. It may not be used for repair or replacement of the buildings themselves or their surrounding grounds. This new expendable trust fund is proposed for a broader scope of repairs as outlined in the warrant language above

G. Taillon said that the existing capital reserve fund will be discontinued and this will take its place because it very hard to change the wording of the intent of an existing trust fund, and is easier to remove the old one and create a new one that has the correct wording. P. Spitalere asked why not just put the existing funds in the old account into the new account. G. Colby said there is \$16,978.63 as of October in the existing account. G. Taillon said that will go into the UFB and it and an additional sum to reach the \$25,000 level would be transferred if approved.

G. Taillon moved, second by K. Knutsen, that the Budget Committee recommend to establish Building Expendable Trust Fund and Deposit to it Article P-22-17

The motion was approved 7-0-0

DEPOSIT TO OLD HOME DAY EXPENDABLE TRUST FUND

Article P-20-19: Shall the Town vote to raise and appropriate the sum of \$5,120 to be added to the Old Home Day Expendable Trust Fund previously established. The sum to come from the Unassigned Fund Balance and represent proceeds and donations raised in 2021, with no amount to be raised from taxation. (Majority vote required)

TOTAL APPROPRIATION: \$5,120

Withdrawal from the General Fund, Unassigned Fund Balance: -\$5,120

NO AMOUNT TO BE RAISED BY NEW TAXATION **\$0** Balance in General Fund,
Unassigned Fund Balance, as of December 31, 2021 \$TBD
(Recommendation by the Board of Selectmen (0-0-0)).

Article P-20-19 Explanation: Last year's Old Home Day event was cancelled after \$5,120 was collected in donations. This motion will effectively move these funds from the Unassigned Fund balance to the Old Home Day Expendable Trust Fund for use by the OHD committee in planning and running the 2022 Old Home Day event.

G. Taillon moved, second by B. Stack that the Budget Committee recommend to deposit to the Old Home Day Expendable Trust Fund Article P-22-19

The motion was approved 7-0-0

Agenda Item 7: New Business/Old Business:

Ch. Zukas asked for new business. He noted P. Bracci had asked to go over encumbrances and discussion on that will be held off until P. Bracci is present.

G. Taillon asked to revisit the Fire Department Budget. He noted the line item for FD Equipment includes funding for fire hoses and thermal imaging camera and now that they are being covered by the \$50,000 grant the Committee could make an amendment to approve the Fire Department budget with the equipment line back to what it was originally.

G. Taillon moved, second by R. Anthony, to reapprove the Fire Department Equipment line item at the previous number of \$24,400.00

The motion was approved 6-0-1(K. Knutsen)

G. Colby noted the Library Budget had not been approved, and that the budget was level funded with the previous year at \$599,174.00. He will make sure to send it out so the Committee has it for the next meeting.

Agenda Item 8: Next Meeting

The next meeting was scheduled for January 4, 2022. The Public Hearing on the Budget will be held on January 11, 2022 with a snow date of January 18, 2022.

Agenda Item 9: Adjournment

There was no additional business presented. The meeting was adjourned at 8:04pm.

Respectfully Submitted,
Charlene Glorieux
Recording Secretary