

Town of Limerick Budget Committee  
Compiled 10/23/14

Subject: Meeting Minutes October 16, 2014 (corrected)

Call To Order: The meeting began @ 7:04 PM.

Members Present:

Denise Benton  
Stephanie Bishop  
Gil Harris  
Kim Oliver  
Wendy Thorne  
Michael Welsh

Members Absent:

Steve Grigg

Others Present:

Bob DeVilleneuve-Selectmen

1. Meeting Minutes: Accept minutes of 6/25/14 with corrections: 6 yes
2. Topic/Business: Budget Committee Ordinance
  - a. The Budget Committee Ordinance was read & reviewed.
  - b. Code of Ethics was reviewed.
3. Topic/Business: Reviewed e-mail sent out by the Select Chair for proposed warrant articles for 11/4/14 vote.
  - a. E-mails were reviewed as to the request of the Selectmen Chair with replies by Budget Committee Members.
  - b. It was discussed that a meeting should have taken place instead of reviewing by e-mails.
  - c. **Recommendation**: Budget Committee Recommendation: Last minute requests for warrant articles should be reviewed & input by the voters prior to placing on a ballot.
4. Topic/Business: Review the warrant articles & public hearing for Warrant Article 2 for the November 4' 2014 vote.
  - a. Article 2 refers to the Handicapped accessibility.
  - b. There is a Steven King Grant available.
  - c. TTL Architects is the same firm that did the original engineering study for the Brick Town Hall.
  - d. Article 2 is actually spending \$30K and not the \$5K listed. The \$5K additional funds is to have the funding available for the study.
  - e. Suggest total amounts to be spent should be included in the warrant article so the taxpayers know the total amounts of the project.
  - f. Can the exterior of a National Registered Building be altered?

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- g. Can the Accessibility Committee give a presentation of the costs?
  - h. Reviewed Item 11 of the 6/25/14 minutes in reference to whether the handicapped accessibility could be completed in stages. As per the Selectmen's statement they cannot.
  - i. **Recommendation:** Budget Committee Recommendation: Have the Handicapped Accessibility Committee give a presentation with all the costs.
5. Topic/Business: Review the warrant articles & public hearing for Warrant Article 3 for the November 4' 2014 vote.
- a. Article 3 refers to Brick Town Hall Life Safety Project to transfer \$12K from the Capital Reserve Account for connecting the sprinkler system to the town water system.
  - b. Amount spent to date has been \$25K Sprinkler system, \$6K for the Alarm system, \$4K on the Fire Doors.
  - c. There is \$25K for the Handicapped Accessibility & \$25K for Life Safety.
  - d. The State Fire Marshall requires a letter of monthly report of progress. As long as progress is moving forward the Brick Town Hall can be utilized.
  - e. More work needs to be considered: Exterior fire escape stairs & entry fire doors.
  - f. If the work has been over extended is this an unauthorized commitment of funds?
  - g. There is \$247K in the Capital Project Reserve Account.
  - h. All voters should vote on Capital Project Reserve Account when considering utilizing funds from the account.
  - i. **Recommendations:** Budget Committee Recommendations:
    - 1. Do not over extend funds.
    - 2. Wait for Annual Town Meeting for big change items and reduce special town meetings.
    - 3. Have TTL Architects do a complete study of the Brick Town Hall, Board of Selectmen to oversee Life Safety Issues & Handicap Accessibility to come up with an overall plan. Two separate projects are happening to the same building.
6. Topic/Business: Long Term Planning.
- a. Town Buildings should have long term maintenance plans.
  - b. Capital Projects in 2014: \$10K Fire Station roof; \$15.5K Transfer Station Paving; \$11.5K Grange Hall; \$6.3K Smoke Alarms in the Brick Town Hall.
  - c. Does the State Fire Marshall need to approve installation of the vault?
  - d. **Recommendation:** Budget Committee Recommendation: Consider long term plan for town owned properties.
7. Topic/Business: Budgets.
- a. Reviewing & Scheduling of Department Budgets.
  - b. Rules of Order.

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- c. Budgets will be e-mailed from the Board of Selectmen, to the Budget Committee Chair person then will be disseminated to the members.
- d. Wendy Thorne will e-mail expenditures & balance sheets.

8. Topic/Business: Vault for securing records

- a. Estimated install price: \$45K.
- b. Have a public hearing prior to a vote.
- c. **Recommendation**: Budget Committee Recommendation/vote: Place on the Annual March Warrant: Secret Ballot 3; Vote on the meeting hall floor: 2.

9. Other discussions:

- a. Review budgets of the Library, CEO & Fire Department at next meeting.
- b. The Selectmen are considering 2% pay increase for 2015-2016.
- c. Schedule 3 budgets per week prior to Christmas.

10. Meetings:

- a. The next meeting will be 10/27/14 @ 7PM.
- b. Meetings will be every Thursday except the 2<sup>nd</sup> Thursday of the month.
- c. There will be 2 meetings in October, 2 in November, 2 in December & 3 meetings in January.
- d. Meetings during the Holiday season will be held on alternate dates if required. Announcements will be made in advance.

11. Adjournment: The meeting was adjourned @ 8:08 PM.

Respectfully Submitted,



Michael S. Welsh  
Secretary,  
Town of Limerick Budget Committee