



TOWN OF BOW

Budget Committee

10 Grandview Road, Bow, New Hampshire 03304

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Bow Budget Committee Minutes Town Budget Approved as Amended January 16, 2020

Mark Zerba, Chair	P	Melissa Radomski	P
Jeffrey Knight, Vice Chair	P	Kathy Garfield	P
Bob Arnold, Secretary	P	Benjamin Kiniry	A
Christopher Nicolopoulos (Selectman Rep.)	A	Jennifer Strong-Rain (School Brd. Rep)	P
Harry Judd, (Selectman Alt.)	P		
David Stack Town Manager	P	Geoff Ruggles, Finance Director	P

* P = Present; A = Absent

I. Call to Order

Chair Zerba called the meeting to order at 6:00 PM.

II. Approval of January 6, 2020 and January 9, 2020 Minutes

Motion:

Bob Arnold moved to approve the minutes of January 6, 2020 as submitted. Kathy Garfield seconded the motion and motion carried by unanimous vote of the Committee.

There were some adjustments made to the January 9, 2020 minutes regarding the COLA and arrival time of one of the members.

Motion:

Bob Arnold moved to approve the minutes of January 9, 2020 as amended. Kathy Garfield seconded. The January 9, 2020 minutes were approved, as amended, by unanimous vote of the Committee.

III. Review of the Town Budget

The Committee reviewed the handouts provided by Finance Director Ruggles in regards to questions and recommendations the Committee had. Facilities budget actual expenses should be \$348,876.

Fencing at Hansen and Sargent parks were inspected and need repair. Handouts regarding the Trust Funds were distributed and it was noted that 2018 was not a good year in the bond market.

Workstation specifications are being collected so the Town can put them out to bid and seasonal lawn care services are also being put out to bid. Selectmen Judd told the Committee their request to reduce the funding of the HRA fund to less than the total liability is under advisory with the Select Board. A handout on the Recreation Revolving Fund was also distributed. The Committee has some discussion around a warrant article being circulated for \$95,000 to put a full-time Parks and Recreation Director position back into the budget.

At this point the Committee discussed potential public hearing dates. February 10, 2020 was agreed upon with February 13, 2020 as a snow day. The public hearing will start at 6:00 PM with the Town

Budget and the School Budget to follow. The Budget Committee will meet directly after the public hearing.

Heritage Commission – No questions. Outside Agencies – The Select Board added in a request for Riverbend Community Mental Health for \$3,500 based on the amount of services they provided to Bow residents. The Budget Committee agreed with the addition. Police – **Full Time Wages** includes one less administrative position and one less officer position. **Bullet proof vests/body armor** are being purchased through the operating budget this year, reducing the warrant article by about \$4,000. **Concord City Prosecutor** fees went up \$2,000. The purchase of two **new radar systems** is back in the budget after being cut from last year.

The Committee agreed to recommend to the Capital Improvements (CIP) Committee that they include the Command Box for the Chief's cruiser in the CIP with the cruiser. Under Capital Projects, there was some discussion about reducing the amount of the contribution to the CIP.

Public Works – The Finance Director will provide the Committee with paving calculations at their next meeting. Further discussion on paving was tabled until then. **DPW Overtime** is driven more by the number of storms than the number of staff. **DWP Striping/Tree Removal** was reduced last budget and this budget brings it back up. Emissions regulations have changed which accounts for the increase in **Outside Repairs. Diesel Fuel** was estimated at \$2.60/gallon. Under **Capital Projects**, there was some discussion around purchasing vehicles. Solid Waste – **Contracted Services** is up due to recycling costs.

Town Clerk – **Contract Services** is up and includes a full year of software support instead of eight months. **Professional Development** shows a high increase because it is now a combination of two line items (Professional Development and Training Expenses). Water – **Water Chemicals** have increased due to new testing requirements. Sewer – pays for itself. Capital Projects/Warrant Articles – **Police Equipment** Capital Reserve Fund (CRF) contribution may be reduced. Finance Director Ruggles will recalculate the contribution. The purchase amount of handguns under **Police Equipment** may change to \$18,300 per the Select Board. The Committee asked about two CRFs set up for Scholarships: **Louise Wagner Trust Fund and the McNammera Scholarship Fund**. Finance Director Ruggles will research. There were no questions on Revenue. The Library Budget will be taken up at the January 23, 2020 meeting which will be held at the Baker Free Library.

IV. Other Business – None.

V. Adjournment

There being no further discussion, the Chair called for a motion to adjourn.

Motion:

Selectman Judd moved to adjourn, seconded by Bob Arnold, and carried by unanimous vote of the Committee. Meeting adjourned at 8:15 PM.

Respectfully submitted

Wendy Gilman, Recording Secretary