

Town of Littleton Budget Committee Meeting
November 9, 2023 - DPW Garage
Draft Meeting Minutes

Littleton Budget Committee: Diane Cummings, John Goodrich, Steve Kelly, Mary Menzies, John Piette, Dan Stearns

Town Officials: Lori Bolasevich (Finance Director), Doug Damko (Public Works Director), Roger Emerson (SB), Carrie Gendreau (SB), Jim Gleason (Town Manager), Linda MacNeil (SB)

Public: Rudy Gelsi

Committee Chair Diane Cummings called the meeting to order at 5:02 pm.

Minutes of the 11/02/23 meeting were reviewed. Motion to approve (DS); seconded (JG); passed 6/0.

Budgets for the following were reviewed:

- Public Works Administration
- Highways & Bridges
- Town Building Maintenance
- Warrant Articles 27, 28, 29, and 30

Discussion of Warrant Article 30: The Town has just learned that some of the property owners on Mill Street appear unwilling to grant easements for the planned sidewalks. The Mill Street and Cottage Street sidewalks were bundled together into one project and this project has been pending at NHDOT for several years. Approximately \$100,000 in engineering work has been completed (mostly for Mill Street) and the current costs of the project are expected to be much more than originally estimated. If we abandon the project, we will have to pay back the State for the engineering costs already incurred and we will have no project to show for it. It is hoped that we can get NH DOT to agree to revise the project scope to include only the Cottage Street sidewalks and that the budgeted funds will be sufficient for that part of the project.

- It was agreed to table this project until we can get a clearer indication of the Mill Street property owners' willingness to grant easements.

Discussion of a new line item in Dept. 4311 - contracted services for "finish mowing." In the past, Town employees dedicated to Parks & Recreation performed finish mowing (mowing of small grassy areas) around the town and other departmental offices. The Parks & Recreation commissioners objected to this, and the Town is now planning to contract with a private landscaping contractor to perform this work at an annual cost of \$42,250. It was suggested that it might be beneficial for the Town's overall budget to have DPW pay an equivalent amount into the Parks & Recreation Revolving Fund and have them continue to perform this work. This might allay the commissioners' concerns that the employees were being directed away from Parks work while being paid from the Parks budget and would be beneficial for the Town to keep the funding in-house. This will be discussed next week on 11/16/23 during the review of the Parks & Recreation budget.

Follow Up Questions / Wastewater Treatment Plant:

- The sewer rate is the same for all users (commercial and residential) as it is based on water usage.
- The WWT plant expenses are borne solely by sewer users (not by the general taxpayer) and by disposal fees charged to septic tank pumpers when they dispose of the septage at the WWT plant. Note: the Littleton WWT plant is not currently accepting septage.

Approval of Previous Departmental Presentations and W/A's:

- Departments 01-4130 through 01-4199 (presented and discussed on 10/26/23)
 - Motion to approve (MM), second (DS), passed 5/0/1
- Transfer Station Proposed Budget and W/A 31 Revolving Fund, W/A 32 Bobcat Skid Steer Loader, and W/A 33 Paving (presented and discussed on 11/02/23)
 - Motion to approve (JP), second (JG), passed 6/0
- Wastewater Treatment Proposed Budget and W/A 9 Rescind Funds, W/A 13 Sewer Fund Operating Fund (presented and discussed on 11/02/23)
 - Motion to approve (DS), second (JG), passed 6/0

Parking Lot Items:

- Discussion at the 10/19/23 meeting of petitioned warrant articles and whether to ask for presentations from the organizations and to vote on each or to abstain. The budget committee is required to vote on any warrant article with a tax impact. This still needs to be decided.

The next meeting will be held on 11/16/23 at the Community Center to review the Opera House, Library, and Parks & Recreation budgets.

Motion to adjourn (SK); second (DS); passed 6/0

Meeting adjourned at 6:50 pm

Respectfully submitted,

Mary Menzies

Recording Secretary