

**Georgia Capital Budget Meeting
Town of Georgia Fire Station
Tuesday, August 27, 2019
6:00 p.m.**

Approved: Approved

Present: Selectboard: Matt Crawford, Steve Lamos, Tara Wright, Jason Burt, Scott St. Onge.

Absent: All members present and on time.

Public Present: Todd Cadieux, Highway Foreman/Road Commissioner; Gary Deziel, Library Board of Directors Treasurer

Matt Crawford opened the special Selectboard meeting for August 26, 2019, for the town of Georgia at the Town of Georgia Fire Station at 6:00 p.m.

Matt introduces Sam Gould, Jason Burt and Scott St. Onge to Gary Deziel.

Matt informed the board that we really have three things we need to accomplish tonight.

Update on the 2019 items not yet purchased yet.

Set the impact fees for the 2020 - 2024 capital budget.

Dive into the details of the 2020 – 2024 schedule.

2019 Open Budgeted Purchases:

Administration Department: Wiring fixes, data is accurate.

Fire Department: Brush truck chasses, Keith Baker provided a full update during the 26 August regular board meeting.

First Response 2-way radios: Amber stated they have the funds, but it will deplete their reserve funds. She will reach out to Andrew and give him the go ahead on the purchase.

Highway Department: Replacement of the 2010 truck is in process.

Parks & Recreation: New mower has been purchased.

2020 -2024 Capital Budget:

Library: Has \$206 in reserve funds and \$4k in impact fees. Each new home provides \$75 in impact fees. Currently, they have a \$20k wish which was not budgeted. The wish list items are; a security system, computers, book display, tables and chairs and a new exterior sign.

The land and building have a value of \$790k and falls under Administration for impact fees not the library.

Discussion followed on; what belongs to the library and what belongs to the town; what wish list items would in the towns Administration budget and what would belong in the library's budget; what would be covered by impact fees, budget or reserve funds; what are the true library assets, how to properly value books; future work to make the library ADA compliant; out year numbers; building a library reserve fund and what should it be each year; Bond plans.

After the discussion the board and Gary determined;

Computers: The library will buy one each year using their budget.

Security system: Falls under the Administration budget or as part of an ADA compliant bond.

New sign: Falls under the Administration budget or as part of an ADA compliant bond.

Book displays, tables and chairs: ADA compliant bond.

The library needs a reserve fund of \$12k with an Administration reserve of \$10k per year to meet the library's future needs.

The security system is removed from the 2019 purchase list.

Further discussion followed on a future ADA compliant bond for the library; what should be in the bond; how bonds work;

First Response: Amber states that their data looks good. Their budget is \$19k and they place \$2k into their reserve fund. They are added to the 2020 – 2024 capital budget, this will provide them \$6 in impact fees per new home. They currently have \$5,800 in their reserve budget which will be used to purchase the new 2-way radios.

Parks and Recreation: Amber states that their budget is \$6k. Their reserve funds are provided by the cell tower and they currently have \$17k in their reserve budget. Overall, they look good.

They are planning on repairing the boat ramp, needs to be added to the capital budget, road paving, repaving of the tennis and basketball courts.

Fire Department: Amber states that their budget is \$233k and they place \$80k into their reserve fund. Their reserve fund is too low.

Discussion followed on; What should the reserve fund be; what is the legal operational life of engines, water trucks and other vehicles; setting a lifecycle replacement plan; what will the lifecycle plan cost; funds for the next vehicle purchase.

After the discussion the board determined that the Fire department needs a reserve fund of \$100 - \$150k per year.

Administration department: Amber stated that Administration receives \$700 per new home in impact fees and currently has \$3,200 in impact fees. Currently, we are placing no funds into the reserves.

The digital media center needs to be added to the budget not the capital budget.

Currently okay but we need to prepare for the new roof and bell cupola repairs for the town hall and a new tabulator machine once the state provides us proper notice.

Discussion followed on: municipal buildings and future maintenance.

Highway department: Todd stated that all purchases are needs not wants. The front-line truck has over 100k miles, over 800k when hours are factored in. the replacement for the 2004 truck is in process for the 2020 budget.

Discussion followed on: what vehicles/equipment require replacement and when; cost of the vehicles/equipment; buying, leasing or contracting, which is the best option, has the least impact on the budget; how do we cover the costs of new vehicles/equipment; what should the reserve be set at.

After the discussion the board determined;

The reserve fund needs to be \$160k per year.

Year by year purchases

2020: Truck and bucket loader

2021: 6-wheeler

2022: Excavator

2023: F350

2024 Catchup year. Build up reserve funds.

Impact Fees for 2020 – 2024 Capital Budget:

Gary Deziel departs the meeting.

Based on the 2020 – 2024 capital budget the town impact fees, not including the school, can be set to a maximum of \$3,935 per new home. The school impact fee will be \$1,165.

Discussion followed on; what should the impact fees be for the town in order to meet all future needs over the next five years; how should we determine the breakout of impact fees between the departments; reallocation of funds between departs; Effect on growth.

After the discussion the board determined;

The impact fee will be set at \$4,500. School \$1,165, Town \$3,335.

The initial breakdown for departments is (future reallocations between departments may occur)

Administration Department: \$670

Fire Department: \$1,736

First Response: \$9

Highway Department: \$495

Parks and Recreation Department: \$341

Library: \$84

Some small changes to be made in the Highway Department and the Library's numbers.

Additional Items (not capital budget related)

Todd reported to the board that the roadside mower is broken. He with working a trade with Milton, they finish the mowing and we haul some sand for them. Even trade no cost to either town. Board agrees with this solution.

Todd talked about the Highway Departments loss of access to a water supply and how it affects their ability to mix the chloride solution in house.

Discussion followed on; using the fire department to get the water; buying water and having it delivered; the cost of mixing our own versus purchasing the chloride premixed; contacting the chloride spreading

Amber informed the board about the pit bull issue. Dave went to the owner's house to capture the animal, once captured it destroyed the cage and broke free. He has borrowed a cage from St. Albans and set a trap for the animal. Amber is working with a concerned neighbor to find a rescue home for the animal once it has been captured. There have been many issues with this house over the years. We will need to purchase Dave a new cage.

Amber brought up issue on Sandy Birch Road, the neighbor is burning every day to smoke out the neighbors, place fire on someone's septic which caused the system to fail. The fire Warden and fire Department have been called out multiple times. Kirk Oliver came in and Amber worked with him yesterday on this.

Matt closed the meeting at 9:00 p.m.