



TOWN OF BOW

Budget Committee

10 Grandview Road, Bow, New Hampshire 03304

Phone (603) 228-1187 | Fax (603) 224-6680 | Website www.bownh.gov

Bow Budget Committee Minutes Town Budget Approved as Amended January 9, 2020

Mark Zerba, Chair	P	Melissa Radomski	P
Jeffrey Knight, Vice Chair	P	Kathy Garfield	P
Bob Arnold, Secretary	P	Benjamin Kiniry	P
Christopher Nicolopoulos (Selectman Rep.)	P	Jennifer Strong-Rain (School Brd. Rep)	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. Review of the Town Budget

The Committee reviewed the Budget Overview provided in the Bow Budget Workbook and asked questions on a few of the categories. **Assessing** was down from last year's budget because that year included the cost of reassessment, which only has to be done every 5 years. **Technology** is up because the town is upgrading computers from Windows 7 to Windows 10. The Committee requested the Town get three quotes for the upgrade. **Parks and Recreation** was down by over 50% due to a loss of the one part-time and one full-time Parks and Recreation Director. The Town is now looking to fill the director position with a part-time person. The **Cemeteries** budget almost doubled. The Committee discussed an alternative option of purchasing mowers and the Town hiring part-time summer staff to mow the cemeteries. The mowing is currently contracted out. Three quotes on these services were requested by the Committee. The **Solid Waste** budget is up slightly due to the cost of recycling. In recent years the **Road Paving** budget has decreased every year. The proposed budget adds that money back in.

Capital Reserve Funds – **Health Trust Maintenance Expense Trust Fund** contribution is proposed at \$59,061 to replenish the funds used. The Committee had some discussion on the level of replenishment and whether the Select Board would consider lowering the percentage funded by the Town to 50% or 75% based on usage history. Selectman Nicolopoulos said he would bring it to the Select Board for consideration. A contribution of \$5,000 is recommended for the **Community Center** as a placeholder for any future needs. The Library has requested a \$20,000 contribution for its **Building Maintenance Fund** as part of their plan to replace the air handlers at the library. The library is also requesting their **Library Emergency Fund** be replenished with a contribution of \$5,000. The Committee had some questions on the **Report of the Trust Funds of the Town of Bow Capital Reserves MS-9**. They asked the Finance Director to find out the answers or ask a Trustee to come to one of the Committee's meetings.

The Committee then went tab-by-tab down the workbook discussing each section. **Administration** – There is a 2% COLA proposed for employees. **Assessing** – No further questions. **Community Development** – No questions. **Elections** – The cost varies depending on the number of elections in the year. **Emergency Management** – No questions. **Facilities** – There was some discussion on a **Field Supplies** increase in fencing supplies due to increase in steel prices. **Finance** – includes a new part-time Clerk position at 12 hours per week. New **Financial Software** is for a searchable data base for documents that allows indexing, thereby reducing the amount of paper record storage. No further discussion.

The Budget Committee meeting with the Library Trustees at the Baker Free Library is scheduled for January 23, 2020.

III. Other Business – None.

IV. Adjournment

Motion:

Jeff Knight moved to adjourn, seconded by Kathy Garfield, and carried by unanimous vote of the Committee. Meeting adjourned at 8:00 PM.

Respectfully submitted

Wendy Gilman, Recording Secretary