

Town of Deering, N.H. Budget Advisory Committee (BAC)

Draft Meeting Minutes  
December 19, 2023

**BAC Members Present:**

Stephen Fogelson – Chair  
Michelle Johnson – Vice Chair  
Lou Ellen Beard  
Laura Martinage  
Robert Carter – Secretary

**Board of Selectmen present:**

Jill Smith  
Roy Watson  
Steve Diers

**Others present:**

Meagen Kerris – Interim Town Administrator

1. Meeting called to order at 6:31
2. Review of December 12 meeting minutes
  - a. S. Fogelson made a motion to approve the minutes of December 12, M. Johnson seconded.
  - b. Minutes of December 12, 2023 approved
3. The **Highway Department** budgets were reviewed. Interim Road Agent (Brett \_\_\_\_\_) was present to discuss budget.
  - a. Current staffing levels of the Highway Department were discussed.
    - i. Wages for FT and PT employees need to increase to be competitive with surrounding communities.
    - ii. The Board of Selectmen set the wage rates.
    - iii. Highway Department is currently seeking to fill multiple positions
    - iv. A wage survey has not been completed in order to determine what wage rates would be appropriate for the Town.
  - b. The cost of heating fuel line 200 for heating fuel was discussed based on the 2023 budget used to date.
  - c. The cost of uniforms, line 204, accounts for 5 people and should be adjusted to accordingly to \$9,570.00
  - d. Discussion on a long term maintenance plans for roads, both paved and dirt was furthered. The Town had invested in software to assist with maintenance planning but it was apparently never used or implemented.

- e. The mowing contract was discussed, and the implications of the sides of roads not being maintained for multiple years resulting in a higher than anticipated costs for 2024.
  - f. Discussion on line 211 – Tree removal, focused on what trees were included in this budget, whether tree removal was associated with ongoing roadway maintenance and culvert replacement, or with hazardous tree removal for prevention of interruptions to roadways and utilities.
4. The BAC recommendations for the **Highway Department Budgets**.
- a. Adjust the proposed line 210 from \$35,000 to \$33,500.
  - b. Adjust line 200 for heating fuel from \$10,000 to \$7,500
  - c. Adjust line 204 for uniforms from \$3,900 to \$9,570
5. Meeting adjourned at approximately 8:36 p.m.