

Rowe Finance Committee
January 16, 2020
7:00 P.M. at Rowe Town Hall – Administrative Office/Meeting Room 1

Present: Vice-Chair Loretta Dionne, Paul McLatchy III, Laurie Pike

Absent: Chair Wayne Zavotka, Christopher “Selmi” Hyytinen

Other

Attendees*: Library Trustee Rebecca Bradley, Librarian Molly Lane, Highway Superintendent Lance Larned, Joanne Semanie

*When in joint meeting with the Board of Selectmen

Call to Order: Vice-Chair Dionne called the meeting to order at 7:05 P.M., with a quorum of the committee present. The committee began the meeting in the administrative office, with no audience present.

Minutes: The minutes of September 19th, November 7th, and December 10th were presented. On each of the minutes, a motion was made by Mr. McLatchy, seconded by Ms. Pike, and passed unanimously (3-0-0) in favor to approve as written.

DPW Budget: Members reviewed the DPW budget while the Board of Selectmen were still meeting next door on other matters. For the most part the budget remains level-funded with the expected 2.5% COLA increase, but the summer youth line went up by \$21,440. This is a result of an increase in the number of hours per week, and the hope to find more string trimmers than last year. String trimmers are paid at a higher rate. A question of minimum wage was raised and whether the town *should* be paying such a rate to teenagers that are working for the summer. The town is not obligated to pay the state minimum wage of \$12.75.

Move: At 7:25, the committee members moved to Meeting Room 1 to meet with the Board of Selectmen.

DPW Budget, Continued: The goal of the Board of Selectmen seems to be to get all of the roads in town trimmed in a year. This would necessitate more string trimmers. Some were concerned about whether the town has enough youth to fill these positions. A question was raised about the purpose of the program- is it to provide summer employment for youth, or to get the roads done. If it's to provide employment for the youth, then perhaps it's not vital that all the roads get done. If it's to get the roads done, perhaps the town needs to advertise elsewhere.

There was an idea presented for a possible structural change by which all the youth from both the Grasshoppers and the park are lumped into one group and rotated around as needed. This would give all workers a chance to experience both departments, as there is an undeniable preference amongst the youth for park work over roadside work. Members of the Board of Selectmen and the Park Commission will meet with Superintendent Larned and Manager Loomis to discuss this further.

For a special project, Superintendent Larned requested \$200,000 for a loader. He is currently spending around \$3,800 per year in repairs, and believes he can get around \$80,000 if he were to sell the existing loader this year.

Library Budget: The only line that saw major shifting was a decrease to the CWMARS program. Up until now, they have been providing the internet connection for the library. However, with the installation of the fiber network, this is no longer needed. Otherwise, the budget for the library has continued with the state-required policy of a 2.5% increase over the average of the previous three years.

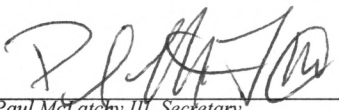
Next Meeting: The committee will meet Thursday, January 23rd at 5:30 to continue budget hearings.

Adjourn: A motion was made by Mr. McLatchy and seconded by Ms. Pike to adjourn the meeting at 8:12 P.M. The vote was 3-0-0 in favor.

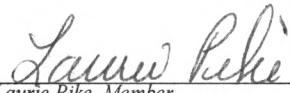
*Respectfully Submitted,
Paul McLatchy III, Secretary*

Approved: February 27, 2020

Loretta Dionne, Vice-Chair



Paul McLatchy III, Secretary



Laurie Pike, Member

Attachments:

- Agenda (Meeting Posting)
- DPW Budget
- Library Budget

Meeting Notice

Public Body: Rowe Finance Committee
Dates/Times: See Below
Location: Rowe Town Hall, Meeting Room 1
Officer: Paul McLatchy III, Secretary

Agenda: (all dates)

1. Call to Order
2. Budget Hearings with Departments (see below for each date's appointments)
3. Minutes
4. Other Business
5. Adjourn

Thursday, January 16, 2019 – 7:00 PM

7:00-7:30 Highway Dept.
7:30-7:45 Council on Aging
7:45-8:15 Library

Thursday, January 23, 2019 – 5:30 PM

5:30-5:45 Cemetery Commission
5:45-6:00 Conservation Commission
6:00-6:20 Planning Board
6:20-6:40 Municipal Light Plant
6:40-7:15 Board of Health
7:15-7:45 Board of Assessors

Thursday, January 30, 2019 – 6:30 PM

6:30-7:00 Park
7:00-7:30 Police Department
7:30-7:45 Emergency Management
7:45-8:15 Fire Department
8:15-8:30 Town Clerk

Thursday, February 6, 2019 – 5:30 PM

5:30-5:45 Tax Collector
5:45-6:15 Treasurer (Includes Borrowing/Debt)
6:15-6:45 Accountant
6:45-End Board of Selectmen (Administration, Benefits, Goal Post Veterans, Culture, etc...)

Thursday, February 13, 2019 – 6:30 PM

6:30-End School Committee

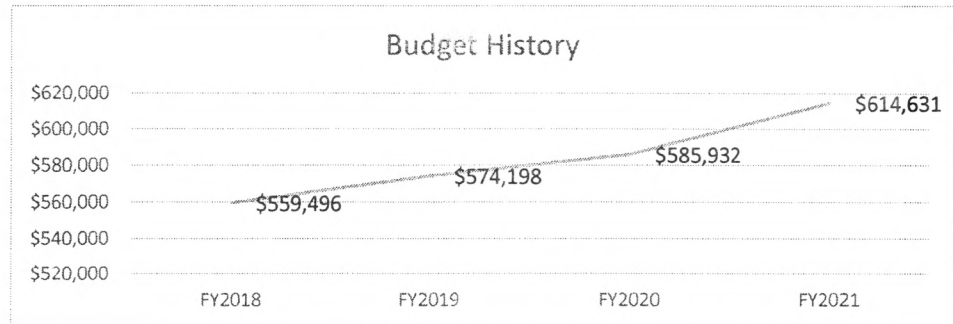
Posted and filed with town clerk at 9:00 AM on Monday, January 13, 2020 by Paul McLatchy III

DEPARTMENT OF PUBLIC WORKS

\$585,932
 Voted FY20

 \$614,631
 Requested Amount

 \$28,699
 Amount of Increase



Account #	Sub	Description	VOTED FY2018	VOTED FY2019	VOTED FY2020	REQUESTED FY2021
01-5-421-000	18	DPW Superintendent	\$ 73,703	\$ 75,177	\$ 77,056	\$ 79,499
	19	DPW Workers	\$ 193,072	\$ 196,933	\$ 201,856	\$ 206,902
	20	Summer Youth Employment Wages	\$ 22,500	\$ 28,000	\$ 28,000	\$ 49,440
01-5-422-400	58	DPW Operations	\$ 30,379	\$ 30,986	\$ 31,761	\$ 31,761
	59	Heat	\$ 6,500	\$ 6,500	\$ 6,500	\$ 6,500
	60	Electricity	\$ 230	\$ 230	\$ 230	\$ -
	69	Fuel for Vehicles	\$ 43,000	\$ 43,860	\$ 44,957	\$ 44,957
	70	Road Surface Maint./Reclamation	\$ 80,000	\$ 81,600	\$ 83,640	\$ 83,640
	71	Annual DPW Projects	\$ 40,000	\$ 40,800	\$ 41,820	\$ 41,820
	83	Summer Youth Employment Expenses	\$ 1,500	\$ 1,500	\$ 1,500	\$ 1,500
01-5-423-400		Snow & Ice Removal (Winter Roads)	\$ 68,612	\$ 68,612	\$ 68,612	\$ 68,612
Totals:			\$ 559,496	\$ 574,198	\$ 585,932	\$ 614,631
Actual Increase (decrease):				\$ 14,702	\$ 11,734	\$ 28,699
Percentage Change:				2.63%	2.04%	4.90%

Explanation:

Electricity is covered by solar credits. Please see attached documentation for breakdown of wages (in particular- summer youth).

DPW Operations 58

Auto repair parts.

Repairs to equipment.

Bolts of various size.

Lumber for signs

Flash lights

Battery's

Chain and hooks

Garage door fixes

Snow shovels

Annual DPW projects 71

Tires for trucks

Culverts

Sweeper brooms. 3 sweepers

Tools for work on road side

Drug screens for CDL

Steel to repair broken Equipment

Welding supply

Gravel

Stone

Cement

Date:

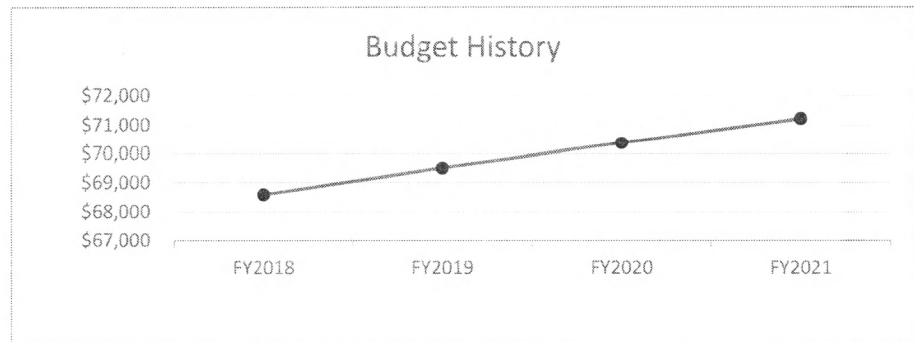
Position	Wage	Hrs/Wk	# of Wks	Total
	\$ -	0	0	0
	\$ -	0	0	
	\$ -	0	0	
	\$ -	0	0	
	\$ -	0	0	
	\$ -	0	0	
TOTAL				\$ -

Town of Rowe - Budget Worksheet
Salary & Wages Detail

Department: DPW
Date: _____

FY 2020						FY 2021 2.5% COLA					
Position	Wage	Hrs/Wk	# of Wks	Total		Position	Wage	Hrs/Wk	# of Wks	Total	
Heavy Equip Oper - KS	\$ 26.75	40	52	\$ 55,640.00		Asst Superintendent - KS	\$ 27.29	40	52	\$ 56,766	
Heavy Equip Oper - OT	\$ 39.48	10.5	26	\$ 10,778.04		Asst Superintendent- OT	\$ 40.94	10.5	26	\$ 11,176	
Heavy Equip Oper - PP	\$ 25.65	40	52	\$ 53,352.00		Heavy Equip Oper - PP	\$ 26.29	40	52	\$ 54,686	
Heavy Equip Oper - OT	\$ 38.47	10.5	26	\$ 10,502.31		Heavy Equip Oper - OT	\$ 39.44	10.5	26	\$ 10,766	
Heavy Equip Oper - KS	\$ 25.65	40	52	\$ 53,352.00		Heavy Equip Oper - KS	\$ 26.29	40	52	\$ 54,686	
Heavy Equip Oper - OT	\$ 38.47	10.5	26	\$ 10,502.31		Heavy Equip Oper - OT	\$ 39.44	10.5	26	\$ 10,766	
Spare Drivers	\$ 20.00	200	n/a	\$ 4,000.00		Spare Drivers	\$ 20.00	200	n/a	\$ 4,000	
SubTotal				\$ 198,127		SubTotal				\$ 202,846	
			contingency:						contingency:		
Actual Voted at ATM				\$ 197,827							
DPW Supt	\$ 77,056	n/a	52	\$ 77,056		DPW Supt	\$ 78,982	n/a	52	\$ 78,982	
TOTAL				\$ 274,883		TOTAL				\$ 281,755	

\$70,365
Voted FY20
\$71,225
Requested Amount
\$860
Amount of Increase



Account #	Sub	Description	VOTED FY2018	VOTED FY2019	VOTED FY2020	REQUESTED FY2021
01-5-610-000 Wages	46	Library Director	\$ 21,384	\$ 21,812	\$ 23,411	\$ 23,837
	47	Library Staff Wages	\$ 17,671	\$ 18,024	\$ 18,476	\$ 18,905
01-5-610-400 Operations	58	Library Operations and Maintenance	\$ 21,430	\$ 21,458	\$ 21,378	\$ 23,995
	59	Library Heat	\$ 1,550	\$ 1,550	\$ 1,300	\$ 1,000
	60	Library Electricity	\$ 3,500	\$ 3,500	\$ 2,800	\$ 2,500
	78	CWMARS Membership	\$ 3,055	\$ 3,156	\$ 3,000	\$ 988
	</					

Explanation:

\$71,225 must reach to keep state certification

FY2021

FY21

2.5% Cola

Position	Wage	Hrs/Wk	# of Wks	Total
director	22.92	20	52	\$23,836.80
library assistant A	15.66	10	52	\$8,143.20
special coverage A	15.66	34	0	\$532.44
library assistant B	15.66	8	52	\$6,514.56
special coverage B	15.66	34	0	\$532.44
custodian	18.08	3	52	\$2,820.48
custodian snow removal	18.08	20	0	\$361.60
TOTAL				\$42,741.52