

# Town of Gilford, New Hampshire

## Budget Committee

### 2015 Report of the Department of Public Works Subcommittee

The subcommittee of the Gilford Budget Committee assigned to review and make recommendations regarding the budget proposals for the Gilford Department of Public Works ("DPW") met on November 9, 2015, commencing at 4:30 PM in Conference Room A of the Gilford Town Hall.

Subcommittee members David Horvath, Robert Henderson, Harry Bean & Norman J. Silber were in attendance. Attending to represent the DPW were Director Peter Nourse & Operations Manager, Mia Gagliardi.

It should be noted that the DPW budget proposals are contained in 7 separate segments, each under a separate tab in the budget workbooks:

- Buildings & Grounds
- DPW Administration
- Highway
- Sewer
- Bridges & Street Lighting
- Vehicle Maintenance
- Solid Waste

It should also be noted that in many of the segmented budgets, the DPW staff advised that there were several changes to some of the numbers in the budget workbooks based in large measure on changes in employee status and/or in the costs of employee benefits.

Finally, it should be noted that in the context of the Subcommittee's recommendations, it has **reserved judgment and recommendations** as to all segments of the DPW budget proposals the question of whether the full Budget Committee should approve the BOS's proposal for a **2.5% merit wage increase** across the board for all departments, including DPW.

With those caveats in mind, each line item in each of the proposed budgets was carefully reviewed and, in some instances, discussed at length.

#### **Buildings & Grounds**

On page 18, one PT worker was changed to FT, eliminating PT wages, but overtime and all employee benefits items increased over those amounts shown in the budget workbook.

On page 19, the Subcommittee deleted \$750 for overhead door maintenance since these were destined for the overhead doors in the new PD addition's sally ports that should be under warranty.

On page 21, the Subcommittee reduced the Glendale Grounds Maint. item from \$700 to \$600.

**In summary, the Subcommittee recommend approval of a total for this segment of \$328,610.**

### **DPW Administration**

On page 37, the health insurance costs declined by slightly less than \$4,000 from that shown in the workbooks.

On page 39, DPW requested \$20,886 to replace its emergency standby generator, which is very old, long out of warranty, unreliable, and must be serviced by DPW personnel before even having a preventive maintenance contractor come in to work on the unit. The BOS recommended this be cut to \$10,000 which is said to be the estimated cost of retrofitting the existing 27-year old (1988), out of warranty standby generator formerly used at Town Hall, and now replaced by a new generator in connection with the PD renovation and addition. The old Town Hall generator generates an unsuitably high voltage that is to be reduced and the unit must otherwise be modified to work at DPW. The Subcommittee unanimously felt that the budget for this segment should include the amount requested by DOW for a new generator rather than waste money on a very old generator.

**Thus, subject to a decision by the full Budget Committee on the new versus old generator issue (which would increase the bottom line by \$10,886), the Subcommittee recommends approval of the total amount of \$259,040 for this segment.**

### **Highway**

On page 40, the health insurance costs declined from \$178,773 to \$173,440.

Extensive discussion ensued regarding the road improvements items on page 43 and the short and long term road plan. DPW reported that there are approximately 90 miles of roads in Gilford for which DPW has maintenance responsibility. It costs approximately \$240,000 per mile for a complete rebuild and approximately \$105,000 per mile for shim and overlay work. The August 24, 2015 Gilford Pavement Program presented by the DPW to the BOS has been approved by the BOS.

**After adjustments, the Subcommittee recommended approval of \$1,362,343 for Operating and \$254,000 for the Highway Warrant Articles.**

### Sewer

The Subcommittee was advised that (a) there are approximately 1,600 households on the Town's sewer system; and (b) all costs in this segment are fully covered by user fees.

On page 70, health insurance costs declined slightly from \$17,332 to \$16,809.

On page 74, DPW advised that the requested \$210,000 for warrant articles was for refurbishing the Varney Point lift station, which the BOS cut to \$10,000.

**Subject to the foregoing, the Subcommittee recommended approval of the adjusted amount of \$987,974 for this segment, which does not include specific warrant article monies for the refurbishing of the Varney Point lift station.**

### Bridges & Street Lighting

**The Subcommittee recommend approval of the totals of \$1,000 for Bridges shown on page 44, and \$29,500 for Street Lighting shown on page 45.**

### Vehicle Maintenance

On page 47, the \$2,000 for the "IWORQ Program" is for an asset management program that is needed for improved management.

**The Subcommittee recommended approval of the total amount of \$232,610.**

### Solid Waste

On page 48, the health insurance declined slightly from \$37,435 to \$36,307.

On page 49, the \$6,791 charge payable to the LRPC to hold the hazardous waste day program appears to be *in addition to* the Town's membership payment to LRPC included in the Planning Dept's budget. However, DPW believes it would cost over \$13,000 to hold a hazardous waste day program on our own or by a private contractor. *It is disturbing to note that the LRPC executive director stated to the full Budget Committee, or at the last implied, that the membership cost shown in the Planning Dept budget for membership included the full cost of the hazardous waste program, which we now know is NOT the case.*

On page 50, as to the \$45,000 amount for recycling center improvements, DPW needs to provide a detailed scope of work for ultimate approval by the BOS.

Subject to the foregoing, the Subcommittee recommended approval of a total of \$681,614 for this segment.

The Subcommittee meeting adjourned at 6:48 PM.

Norman J. F.

Robert H. Anderson

Henry H. Ben

W. R. [Signature]