

Milford Budget Advisory Committee
Approved Minutes
November 28, 2023

Present: Chris Pank, Karen Mitchell, Peg Seward, Wade Campbell, Mike Thornton, Paul Bartolomucci, Kevin Hunter and Claudia Lemaire

Absent: Vanessa Sheehan

Guests: Jim Pouliot (Director of Wastewater/Water)
Bob Courage (Water Commissioner)
Dale White (Water Commissioner)
Chris Labonte (Vice Chair BOS)
Paul Dargie (Selectman)

Business: Meeting called to order at 6:30 by Chris Pank

Jim Pouliot

- Wastewater showing budget increase of 3.11% for 2024
- Warrant approved last year for upgrades/fixes is at 90% of design
 - Have given to DES and are waiting for approval
 - Mid-January expecting a contractor to be assigned
 - Any project over 10 million goes to a 3rd party for another set of eyes on it
 - Anyone in 500-year flood plain needs additional work – per Joe Biden
- Wastewater has no reporting services from MUNIS currently and has to ask Finance for reports
- They are going to be getting their own services
 - This will help with obtaining reports that are needed in a short time frame to qualify for grants
 - They need a better payroll system as well where they spend too much time
 - Feel confident that there will also be \$ savings
 - Only two people in the town administration know how to use MUNIS and one is retiring next year – need a plan on how to run reports when they are gone

- Rate cycles are going from three years to one year to help alleviate any big jumps
 - But every three years there will be a water rate study to gauge each year's rates
- New booster pump station will be located near Lorden Plaza
 - Current booster pump is in Amherst across from Souhegan
 - Cost is \$2.5 million, but we received a \$1 million grant from the State

General Updates

- Outsourcing assessing role after Marti retires – large \$ savings – 5-year savings of \$1 million
- Payroll outsourcing is also being looked at for town.
- Bandstand – BOS added 28k to contractual buildings in DPW line item to finish the funding
- Default budget is looking like \$1 million difference from proposed budget for 2024

The next meeting will be Tuesday, Dec 5, 2023

The meeting was adjourned at 8:47 pm.

Respectfully submitted by, Karen Mitchell, Secretary

