

BOARD OF SELECTMEN
Budget Presentation
MEETING MINUTES
October 9, 2013

PRESENT:, SEAN P. MURPHY CHAIRMAN; RICHARD H. HARTUNG, SELECTMAN; PRISCILLA R. LINDQUIST, SELECTMAN; AND SALLY THERIAULT ADMINISTRATIVE ASSISTANT

BUDGET COMMITTEE: P. Wentworth, M. Murphy, A. Howe

GUESTS: P. Williams, (Tri Town News) and the various department heads

The Selectmen's Meeting was held at the Town Office Building and was broadcast on the local access cable channel.

Chairman Murphy called the meeting to order at 6:30 pm

This meeting represents the first presentation of the department budgets to the Selectmen and Budget Committee. The departments are in order, not the order presented.

Animal Control-There was no budget submitted.

Assessing- Presented by Mrs. Theriault

There was no budget submitted yet. The Board was given notice that in 2014 the Town will be due for the five year revaluation.

Board of Adjustment- submitted by Geoff Dowd Chairman

Mr. Dowd was not present but had submitted the BOA budget to for the Selectmen to review. The proposed budget for 2014 at \$9,181.86 which is down from the 2012 budget by \$41.00 In 2013 there was an overage on the line for legal expense but that case has been settled.

Cable Committee-

There was no budget submitted.

Cemetery Trustee-

There was no budget submitted.

Code Enforcement/Building Department- presented by Kris Emerson

Mr. Emerson presented his budget for 2014 and the bottom line is at \$125,874.00 which is down \$3,120.00 from the 2013 budget. He explained that he made cuts in the inspector salary line, legal services, workshops, supplies and mileage costs. He is up a little on machine maintenance and also up in salaries based on a COLA and the merit increases.

There was discussion about further reductions in the legal expense, but it was agreed to leave it there as Mr. Emerson explained, it would only take one case to use it all.

Conservation- Submitted by Tim Lovell, Chairman

Mrs. Theriault presented the budget for the Conservation Commission. She noted that the budget is level funded \$2,817.00 which is the same as the 2013.

Emergency Management –

There was no budget submitted.

Fire Department- Chief Michael Carrier

Chief Carrier presented a budget for 2014 that was at \$727,920.13 which was up from the 2013 budget by \$6,194.81. He noted that most of the increases were in personnel costs such as the salaries, Life Insurance, STD, and Retirement. He reduced some of the other lines to make up for the line items that went up. He also noted that with the recent promotion of then Captain Warnock to Deputy Chief, he was able to leave that position open and save that money.

Chief Carrier noted that the Dispatch line could change whereas they are still looking at their options. The current contract with Derry Fire expires June 30, 2014.

Highway Department- Jon Worthen, Road Agent

Mr. Worthen presented his budget which is down \$75,888.00. In 2013 the amount of \$80,000 was added to his budget for paving and reconstruction. He has reduced his budget by that amount this year. He is up in his salary line, patch material, and leased equipment. Mrs. Harrington explained that if Mr. Worthen worked 36 hours every week this is what his salary would be. Every year the amount has been reduced whereas Mr. Worthen does not get paid when he takes time off. Mrs. Howe asked about a previous comment she heard Mr. Worthen make that he had some materials left from previous jobs and would use it to offset this year's budget. Mr. Worthen did not remember the comment. Mr. Wentworth explained that he believed Mr. Worthen was talking about work he didn't do and that any money would get returned to the budget. Under the leased equipment he is looking to replace the 15 year old loader at a cost of \$20,531.55 per year for a five year lease. He broke the usage down and estimated the cost to his own budget at \$14,372.04, Building and Grounds budget at \$2,053.15 and Recycling and Waste Disposal at \$4,106.30. After some discussion it was decided to put the full cost of the equipment into the highway department budget. Selectman Murphy asked what the difference was between telephones and communications. Mr. Worthen stated that the telephones line was for telephones. The communications was the radios and the Comcast costs.

Human Services-presented by Sally Theriault

Mrs. Theriault went over the budget with the Selectmen. Not all of the agencies have submitted their requests for 2014. The Selectmen reviewed the ones that had been received. The American Red Cross went from \$300 in 2013 to \$3,848 in 2014. The reason for the increase was that they are now basing the request on total population. It was suggested that the agencies that were last on the warrant in 2008 or 2009 be asked to come in and present their requests. The Red Cross would be one of those agencies. Mr. Matt Murphy stated that the request from the Red Cross is like a forced donation, and donations should be made by individuals not the town.

The rest of the budget is at \$28,353.00 for 2014. This is a reduction of \$6,973.00. The changes came in the director vendor payments based on actual costs. The company, Greater Derry Community Health Services is doing a good job handling our cases and their cost is up \$2,100 due to the complex cases that have been coming in.

Library - Emily Reschberger, Library Trustees

Mrs. Reschberger presented the library budget. She noted that the Library Trustee line is up \$3,941.70 to a budget of \$89,367.75. She went over the lines that had an increase such as the library contracts. She explained that the State is no longer offering assistance and they need to pick up the additional cost. There is also an increase in building contracts. This is for an alarm monitoring system on the new panic alarms. There is also an increase in newspapers and Mrs. Reschberger explained that they did a review of the usage and these papers are in demand.

The second part of their budget is the personnel costs. There are lines up due to the projected salary increases. Mrs. Reschberger was asked what they had for full time personnel and part time and in which position. She replied that the Director, Assistant Director and the Children's

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Librarian are full time employees with benefits. There are 10 part time library assistants and 2 part time custodians. Mrs. Reschberger was asked if they could get by with just one custodian. Chairman Murphy responded and said that eliminating one still leaves the work so there would be no cost savings. Mrs. Reschberger stated that one works upstairs and one downstairs.

Mrs. Reschberger stated that the Library Trustees would be looking to ask for \$10,000 in a warrant article to put money into their building maintenance fund. They have used the fund to do their windows and recently the furnaces. The next item that needs to be replaced is the first floor rug. The current rug was put in the original building in 1994. The second floor rug was put in place in 2004 so they have time before that will need to be replaced. They have received a few estimates of \$20,000 to \$25,000 and they have about \$1,000 left.

Pest Control- Presented by Mrs. Theriault

Mrs. Theriault stated that Mr. Emerson would like to level fund the mosquito control at \$30,000.00. This year will be using the full amount budgeted due to the adult-iciding (spraying for adult mosquitos) that needed to be done.

Planning Board- Presented by Randy Clark, Chairman

Mr. Clark presented his proposed 2014 budget which is at \$50,500.00. The 2014 budget is down \$5,201.00 from the 2013 budget. He noted that with applications declining cuts could be made in engineering, map work, copier supplies and postage. He did increase the legal cost for any potential cases in 2014. He noted that the Depot Development Case is scheduled for the Supreme Court. He noted that the costs for the case should be decreasing whereas most of the work on the case has been done.

Police Department – Presented by Lt. John Frazier

Lt. Frazier presented the budget that was prepared by Chief Beaudoin. The 2014 budget is at \$1,046,818.00 which is an increase from 2013 of \$19,566.00. The budget presented showed an increase in equipment which Lt. Frazier explained was for the second half of the rifle purchases. The workshops and training is up \$2,000 which includes the cost of bullets for training purposes. The largest increase is in the cruiser replacement line of an additional \$16,486.00. The last two years the detail fund has shared the cost of the cruiser replacements. Chairman Murphy stated that he spoke with Chief Beaudoin about waiting a year on replacing a cruiser and was told the cruisers are running about 100,000 miles and putting the replacement cycle off could put the cruisers in use in bad shape.

Lt. Frazier was asked about the custodian line. The budget for 2013 is at \$4,541.00 and only \$814.58 had been spent year to date. The same amount was budgeted for 2014. Currently the prisoners do the cleaning of the building with a trustee. It is not sure if that program will continue into the new building or not.

Recreation Commission-

There was no budget presented.

Recycling and Waste Disposal Committee –presented by Chairman Pat Bracken

The RAWD committee presented their budget at \$581,606.91 which was a decrease of \$767.23 from the 2013 budget. The budget was further reduced by the leased equipment of \$4,106.30 because that money was moved to the highway department budget earlier in the evening. The lines that were changed were contractual changes. There was discussion about the fuel surcharge. The budget is set for \$10,000 but only \$290 has been spent year to date. It was agreed to take a chance and reduce the budget to \$7,000. It was noted that currently diesel fuel is selling at \$3.90 at local stations.

Town Clerk- Tax Collector- Elections– Presented by Tricia Curran

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Mrs. Curran presented the Town Clerk budget first. The 2014 budget is proposed for \$136,334.82. This is up \$3,781.82 from the 2013 budget. The lines that are up are salary lines, data processing, general supplies, workshops and training, and equipment. She noted that she reduced postage by \$287 even though the cost is expected to go up \$.03 per stamp. She explained that more people are asking for email notifications for renewals rather than being put into the mail. On the equipment line, she replaces a computer a year and is using what the cost was for the most recent one replaced, which included the labor. Deputy Town Clerk/Tax Collector is expected to recertify her Deputy position which is the increase in the workshops and training line.

The Elections line was prepared by Pamela Hartung, Chairman of the Supervisors of the Checklist but presented by Mrs. Curran. The budget for 2014 was submitted at \$8,999.00 which is up \$3,253.00 from 2013. The main reason for the increase is that there will be three elections in 2014 and there was only one in 2013.

There was a question regarding the supervisors salary line whereas it is budgeted in 2013 for \$1,950.00 and only \$409.50 has been spent year to date. Mrs. Curran stated that she asked Mrs. Hartung about that and was told that the hours for the supervisors had not all been submitted yet.

Tax Collector budget was presented at \$46,551.15 which is up \$1,590.15 from the 2013 budget. The main increase is the salary line. She also noted an increase in general supplies (for both departments) due to the fact that she currently has very little money left in this year's budget. The postage is up as well due to the number of tax bills that are mailed and the increase in the postage.

Treasurer- Presented by Harold Williams

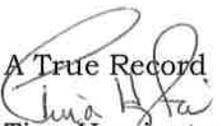
There was no budget presented. (Mr. Williams showed up at his allotted time, but the meeting had already adjourned).

The Selectmen reviewed the next few meetings. It was agreed to meet to review the Selectmen's budget on October 28th instead of meeting on November 8th or 11th.

They also cancelled the meeting scheduled for November 11th. It was suggested to have Recreation and Cemetery come in with their budgets to the next BOS meeting. Mrs. Harrington noted that Recreation would be meeting that night to review their budget. It was suggested that they could come down once that was done.

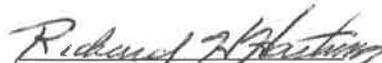
The Selectmen asked for the MRI contract to be placed on the agenda for Monday, October 14th.

Selectman Lindquist moved to adjourn the meeting at 8:16 pm. Selectman Hartung seconded the motion and the motion passed unanimously.

A True Record

Tina Harrington
Recording Secretary

Minutes Approved

Sean P. Murphy, Chairman


Richard H. Hartung, Selectman


Priscilla R. Lindquist, Selectman