

BOARD OF SELECTMEN
Budget Presentation
MEETING MINUTES
October 8, 2014

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

BUDGET COMMITTEE: P. Wentworth, J. Mesa-Tejada and S. Londrigan

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 Alphabetical order, not the order presented.

Animal Control- Presented by Sheila Johanneson, ACO

The ACO budget is up by \$525. Line items for Asst. ACO, Postage and supplies were the reasons for the increases. The 2015 budget was at \$23,770.00

The ACO asked to have office space in the Old Police Station since no room was made for her department in the new station.

She advised that she recently received a grant to purchase ballistic vests.

Board of Adjustment- Presented by Geoff Dowd, Chairman

Mr. Dowd presented the 2015 BOA budget at \$8,445.00 which is down \$736.86 from the 2014 budget. He noted that the budget is based on volume and the cases they are hearing are down. He also noted that if the expenses go up, so does the revenue because the applicants have to pay for the postage cost. The biggest change was the reduction in the clerk line which is down \$676.86.

Cable Committee-

There was no budget submitted.

Cemetery Trustee-

There was no budget submitted.

Code Enforcement/Building Department- Presented by Kris Emerson

Mr. Emerson noted that this year the inspectors are ahead of 2013 and they are doing more site visits. He also said that supplies are up more so because each year he has been cutting the line or holding it and it is starting to catch up. His 2015 budget is at \$130,070.00 which is up \$4,196.00 or 3.33%. The two largest increases are the salary for the Chief Building Official which would be entitled to a 2% increase and the increase in the inspectors.

Conservation- Presented by Tim Lovell, Chairman

BOS Minutes Oct. 8, 2014

Mr. Lovell presented his 2015 budget as level funded from the 2014 budget. He noted that he didn't have much in the budget and that it was pretty bare bones. The 2015 budget is at \$2,817.00. Mr. Lovell was asked if the Commission is looking at purchasing any property in 2015. Mr. Lovell responded that there were not. The Budget Committee questioned the Lawn Care line item whereas nothing has been spent in 2014 yet. Mr. Lovell said that the tractor is due to go out in the next few weeks.

Emergency Management – Presented by Dan Brickett, EMD

Mr. Brickett presented the 2015 EMD budget at \$11,926.00 which is up \$750.00 from the 2014 budget. He added a new line for a Shelter Manager at a stipend of \$1,500. He stated that this person would be responsible for working on shelter things all year such as making sure there is a contract in place with Hannaford's for food etc. He wanted to make sure that the shelter would be ready to open on short notice and that it would take someone time to get this all put together. The position would not be paid hourly. He also noted that he reduced the cost of the shelter supplies by \$750 and that they would be looking to order more cots this year. He is not sure what supplies will be needed and wanted to leave some money in the office supplies line.

Fire Department- Presented by Chief Michael Carrier

Chief Carrier presented his 2015 budget as level funded from 2014 at \$732,144.13 or up \$.02. He noted the significant change was the reduction in the dispatch cost which is down \$29,077.00 from 2014. This savings helped in the increases in the personnel cost increases. There was discussion on the pressure hydrant line being gone and Chief Carrier was asked how they know they work. He responded that they pay \$200 per hydrant to Hampstead Area Water Company for them to maintain whereas it is their equipment.

Chairman Murphy asked the Chief to provide a cost analysis for a 24/7 EMT response. The Chief believed that the cost was close to \$100,000 per year to pay individuals on a per diem basis to cover the 6 pm to 6 am shifts from the station. He will provide that information at a future meeting.

Chief Carrier said that they are looking to go for a warrant article to replace Engine 4 which is about 24 years old. He suggested that a warrant article be written up for the total cost of \$475,000 with \$150,000 from the capital reserve fund and the balance to be leased over 5 years. He had the estimate on the lease at \$67,209 per year or 6.7 cents on the tax rate which equals \$20 on a \$300,000 home. He also said that at the end of the 5 year lease they would like to take the yearly payment and put it into the capital reserve fund to replenish it which would result in no further tax impact. Chief Carrier said that the first payment would be due after the 1st of the year following the initial funding. There was a question as to whether or not it needed the "escape clause" or a non-appropriation clause and he thought it wouldn't whereas it was being voted on by town meeting. Mrs. Harrington read from the recent budget book which stated that it would be considered long term debt without the clause and would need 3/5 majority like a bond would.

Highway Department- Presented by Jon Worthen, Road Agent

Mr. Worthen presented his 2015 budget at a total of \$790,298.80. This is a decrease of \$2,432.75 from the 2014 budget. He reduced his leased budget line by \$4,606.45 to bring it to the actual cost and increased repairs and maintenance for the water into the building. He also increased the Road Agent Salary by \$973.70. Selectman Hartung said that he went over the list of roads proposed for 2015. This will come forward further into the budget season and discuss whether or not to do all of them.

Human Services-

There was no presentation

Library – Presented by Emily Reschberger, Library Trustee and Debra Hiett, Library Director

BOS Minutes Oct. 8, 2014

Mrs. Reschberger handed out the 2015 budget for the library along with the year to date actuals on the Trustee lines. She began with the announcement that they will be looking at a warrant article for \$10,000 to go into their Building R&M fund held by the Trustees of the Trust Fund. She said that they are going to have to put off the replacement of the carpets to do work on the foundation which is showing cracks. They will be looking at drawing off the funds in the account to pay for someone to do the work. They have an estimate of \$4,000 for the work. She went over the line items in the Trustee section first with the actuals as of September 2014. The programs are up because some of the speakers request mileage. On the salary section of their budget Mrs. Reschberger stated that they added the 2014 COLA rate of .68% to the budget and will amend it when the 2015 rate comes out. She noted that there is an increase in the line for the custodians. The Trustees have agreed that based on usage the cleaning needs to be done five times a week and each custodian has one floor they do and will work 12 ½ hours per week. She also noted that the library is open 302 days a year. Mr. Mesa- Tejada questioned if online usage is up why they aren't reducing the materials line. Mrs. Reschberger said that there are still kids that want picture books and also things such as books on tape. The 2015 Library budget for the Trustee line was presented at \$90,120.98 which is up \$960.00 from the 2014 budget. The budget for the salaries is at \$376,169.96 which is up \$16,707.44 or 4.65% from the 2014 budget.

Pest Control· *Presented by Kris Emerson, Health Officer*

Mr. Emerson noted that this year \$26,250 was spent from the budget and that includes a round of spraying. At this point that State of NH lab has closed and so they are not doing any more testing so there will not be any more spent this year. He is budgeting for 2015 the same amount for the monitoring and potential cost of spraying.

Planning Board· *Presented by Paul Carideo, Chairman*

Mr. Carideo presented his first budget as the Chairman of the Planning Board. He stated that he went over the budget and can't find too many changes to make. He stated that the former Chairman, Mr. Clark, did a lot of changes in the past few years to adjust for the changes in the planning board activity. He presented the budget at the same as 2014 at \$50,500.00. Chairman Murphy asked him to relook at the legal line whereas not much was spent in 2014. Mr. Carideo responded that it is unknown and currently there is a case before them that could easily use what is in the budget, but he would look again.

Police Department – *Presented Chief Joe Beaudoin*

Chief Beaudoin presented his 2015 budget at \$1,179,439 which is up from the 2014 budget by \$65,069.40. He explained some of the changes were due to the passing of the union contract in March. He also explained that with the new building some of the costs will be guesses until they are in there a little bit. He increased the line for custodial because he currently uses the Sheriff's Department. He expects that more cleaning would need to be done including buffing the floors.

He explained that in 2014 there were no cruisers purchased and his repairs and maintenance budget for 2014 will be overspent. He explained to the Selectmen that he still has a couple of Crown Vic's as patrol cars and to replace one and outfit it to the new Chargers would cost \$38,000. He also suggested that he would be able to lease 2 new vehicles for the same cost including outfitting them.

Chief Beaudoin discussed leasing to cruisers instead of purchasing one every year. The cost to lease a vehicle would be between \$7,000 and \$7,500 per year for four years at a cost of \$60,000 over the four years. In addition the vehicles would have to have equipment installed in them for approximately \$10,000 for each vehicle. Chairman Murphy asked what the life expectancy of the cars are and was told about 4 years. Chief Beaudoin said that in 2016 the only cost would be the lease and then in 2017 do the same, lease two cars and outfit them, which should be cheaper because they would go from Charger to Charger. The idea of leasing the vehicles was received well by both the Board of Selectmen and the Budget Committee.

BOS Minutes Oct. 8, 2014

Chairman Murphy asked if one of the old Crown Vic's could go to the ACO to replace hers. Chief Beaudoin said that she could have her pick or mix and match them, if the Selectmen agreed to lease the two new vehicles. Mr. Emerson asked what the warranty was on the Chargers and was told 100,000 miles. Chairman Murphy asked if there would be a reduction in the repairs and maintenance line whereas for 2015 it is up \$3,000. Chief Beaudoin said that if he was getting the two new cars he would be able to reduce this line by \$2,000.

Selectman Hartung motioned to accept the recommendation of Chief Beaudoin to enter into a lease agreement for two new vehicles. Selectman Lindquist seconded the motion. Vote 3-0-0.

Chief Beaudoin will get the leasing costs for the next budget meeting.

There was a discussion concerning the need for two full time officers to replace two officers that are presently out. Chief Beaudoin would like to advertise for one full time officer. The advertisement will be sent to the Town Offices for publication.

Selectman Lindquist made a motion to authorize the advertisement of a full time officer. Selectman Hartung seconded the motion. Vote: 3-0-0.

Recreation Commission- Presented by Geoff Dowd, Recreation Member

Mr. Dowd presented the Recreation Budget for 2015 at \$93,750.00 which is up \$10,000 over 2014. He explained that the biggest change is the cost of \$9,450 added to resurface the tennis court. The amount actually should be moved to the Buildings and Grounds budget where there is a line item for maintenance of the tennis court. With that out of their budget the 2015 budget would only be up \$550.00. Mr. Dowd noted that the line for the Recreation Director was not changed whereas it was a personnel issue for the Administration to change. He also noted that the athletic fields (under Buildings and Grounds Dept.) will need to be looked at whereas the field behind the town office is taking a beating and may need to be reseeded. They are looking at getting new shirts for the recreation program that are more weather resistant and can be kept on in water parks so that the group is distinguishable. It also will have more UV protection. The cost will be \$5 more at signups for the summer program. Mr. Dowd was asked if they had firm prices on the cost and he responded that they have two proposals that are at \$8,561 and \$9,640. He stated that they don't address the full need, but don't expect it to cost more than \$9,800. Mr. Mesa-Tejada asked if the quotes were good until the election. Mr. Dowd was not sure but he believed the increase would cover it. Mr. Mesa-Tejada asked about the status of the basketball court. Mr. Dowd and Ms. Ingraham explained that it has been withdrawn from the Recreation Commission and is in the hands of a group of people in town that have formed a committee.

Chairman Murphy asked if the 2014 budget for the salary of the Recreation Director was going to be on line. Chairman Murphy said that he would like to see it as a stipend position instead of an hourly one.

Mr. Dowd explained about the issues with the tennis court. The last time it was resurfaced was around 1991 and the posts are starting to buckle.

Recycling and Waste Disposal Committee –

There was no presentation.

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

Mrs. Curran submitted her Town Clerk budget at \$136,684.92 which is down \$250.90 from the 2014 budget. She has not added anything new but did state that she doesn't have the cost for the 2015 software through Avitar so that each of her budgets could go up.

The Tax Collector budget is at \$47,659.32 which is up \$1,040.17. This is covered by user fee revenue. The bulk of the increase is to budget for the service charge for the use of a credit card to pay taxes.

On the Elections budget there is only one election in 2015 so that budget is down \$3,770.00 and is set at \$5,229.00. The Supervisors of the Checklist are looking into purchasing one more new table.

Treasurer *Presented by Harold Williams*

The Treasurer's budget included an increase of \$100 to the mileage and expenses line item. The rest of the budget is level funded. His 2015 budget is at \$14,800.

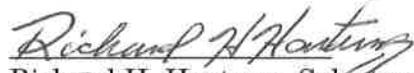
Selectman Lindquist moved to adjourn the meeting at 8:30 pm. Selectman Hartung seconded the motion and the motion passed unanimously.

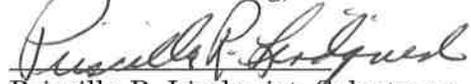
A True Record


Tina Harrington
Recording Secretary

Minutes Approved


Sean P. Murphy, Chairman


Richard H. Hartung, Selectman


Priscilla R. Lindquist, Selectman