

# Budget Committee Minutes December 20, 2011

BUDGET COMMITTEE (Town)

December 20, 2011  
6:30 Council Chambers

Present: Brian Hart, Chairman

Drew Kiefaber, Vice Chair

Judith Ryan

Rose-Anne Kwaks

Dana Glennon

Leo Filion

Al Zink

Linda Mantigani

Jack Fitzgibbons

Ellen Snyder, arrived at 6:50pm

Chairman Hart called the meeting to order at 6:32 p.m.

Diane Hardy, Town Planner: 6% decrease in the Planning budget from last year. This is due partly because the secretary transcribes the minutes instead of hiring someone. Strafford Regional Planning Commission dues have gone down as well.

Discussions on the GIS system. This system has lots of uses; i.e. many different permits, cat and dog registrations, identify where senior citizens live, businesses, helps the fire department etc. The system is housed in the Planning office.

There is \$10,000 for the Master Plan update, although there is no deadline to finish the Master Plan.

Library, Sharon Kidney, Director: Last year they had a high water/sewer bill because they had a leak. They clarified the figures regarding the part time salaries. Because of a few shortfalls, the Library is minus some money.

Joan De Yoreo, Trustee, spoke regarding the Trustee Handbook. Library employees are not town employees according to the handbook. The Library receives a grant from the state each year, which covers the administrative costs. However, Library employees receive their payroll checks from the Town, the Town pays their payables as well. Chairman Hart

explained the reason for this discussion all came about when the Budget Committee was trying to be consistent with the Town and School to deal with the employees regarding pay raises and benefits, they became aware of the fact that a fulltime Library employee was receiving 100% of their health benefits through the tax payers dollars and they didn't think this made sense.

Recreation Department, Jim Hilton, Director and Aimee Gigandet: With cuts of part time salaries, the Rec Dept budget has been cut 2% this year.

Dana Glennon wanted to know where the Rec Department was in regards to becoming self sufficient with their programs. Aimee spoke saying they have increased the cost of the summer camp, they are for the first time looking into renting out space at the Community Center, they have changed locations of some of their annual programs to be at the Community Center now. One of the things that would make enrolling for these programs a lot easier and sooner would be to be able to accept credit card payments. Now a days, people will sign up for programs on their home computers and not wait for the last minute to sign up. The Finance Dept. has to look into this for them, they are waiting for the proper time.

Doug Poulin, MIS: His budget is level funded. There were a few questions regarding certain line items.

Channel 13: Level funded as well, small budget. Doug did not add anything to the CIP fund this year.

Sean Greig, Wastewater: Water budget is down, salaries have increased due to a miscalculation last year, retirement fund has gone down as well, chemicals have increased, but debt service has decreased.

Discussion followed by how many vehicles the department has that employees take home every day. Dana Glennon would like a cost analysis done to see how much it costs for someone to take a town vehicle home every night. Mr. Glennon doesn't think Sean should have access to a town vehicle to drive back and forth from home to work.

After much discussions regarding the bottom figure, there was confusion as to what exactly the figure is. Further discussions on how expenditures are made through resolution and how it affects the capital reserve.

Motion: Request that the Town Administrator contact MRI or any outside entity to conduct an audit of the water/sewer department.

Motioned: Rose-Anne Kwaks

Seconded: None

Vote: No Vote Taken

Chairman Hart suggested we let the Town Administrator and the Town Council have a chance to report back before an audit is suggested. Mr. Wojnowski said the report will be available next Monday.

Sean Greig, Sewer: There were changes in the salaries line item and unemployment insurance because of a typo. There was a few years where the sewer fund ran at a deficit spending. The rates were changed, some of the fund balance is coming back slowly. Sean asked to put \$100,000 in the CIP this year.

Recess at 8:31 p.m.

Returned from recess at 8:40 p.m.

Rick Malasky, Fire/Rescue: Only items changed are salaries and diesel fuel. There was an error last year on the salaries, firefighters work a 45 hour week, not 40. The budget is up just under 4%.

There was discussions regarding the fulltime hours and hoe they overlap each other, and the availability of volunteers to respond to calls – there was a concern regarding adding more fulltime firefighters because of the busy weekends.

Solid Waste Budget: Decreased budget by3.5%. Eliminated the spring clean up. This was on an every other year cycle. Increased the cost of trash bags and construction debris.

Discussions continued how much trash bags are ordered, and the disposal of refrigerators and stoves etc. It was mentioned to consider increasing rates to cover actual costs to operate the transfer station. Discussions on who buys the orange trash bags. It was mentioned that the curb side pickup of trash could be eliminated. People would bring their trash to the transfer station every week. There would be a savings of approximately \$50,000. There would also be start up costs and possibly more fee costs involved. Lots more discussions regarding recyclables and just recyclables include.

The public hearing is scheduled for January 17, 2012 for the Town and School budgets

Next scheduled meeting is December 29, 2011 with the School at 6:00.

Leo Fillion, CIP: Vehicle replacement for Public works, request of \$150,000, which the CIP Committee agreed.

Buildings and Grounds: Request was for \$50,000, CIP Committee agreed.

Bridges: No request

Macallen Dam: Recommended \$25,000.

Fire truck: Same as last year.

Library Capital Reserve Fund: Amount of \$8700.

Police Vehicle Replacement: Went up last year, stays the same.

Dispatch: Same as last year. CIP Committee dropped the amount to \$1.00 because not sure of the future for dispatch. This is not being funded by the CIP this year.

Recreation Facilities: Requested \$10,000, CIP Committee recommended \$6875.

Telecommunications: No Request

Channel 13: No Request

Veterans Trust Committee: CIP Committee recommended \$14,000.

Discussions followed regarding sidewalks.

Motion to adjourn at 9:36 p.m.

Motioned: (did not get who made the motion)

Seconded: Drew Kiefaber

Vote: all in favor