

Budget Committee minutes January 3, 2012

BUDGET COMMITTEE
January 3, 2012
7 p.m. Council Chambers

Present: Brian Hart

Drew Kiefaber

Judy Ryan

Ellen Snyder

Leo Fillion

Jack Fitzgibbons

Al Zink

Linda Mantigani

Rose-Anne Kwaks

Dana Glennon

This meeting is to focus on the town budget.

Ed Wojnowski and Matt Angell: Mr. Wojnowski passed out a copy of the capital reserve fund information to all members.

Matt Angell, Interim Finance Director: Mr. Angell has been working on the Downtown TIF info making sure the general ledger matches what the town meeting appropriated. He found 4 problem areas.

1) MSD4 – this form shows budgeted revenues for the town. The State increased the local revenues but didn't account for state aid funding. There is a shortfall of revenues in the amount of about \$21,000.

2) Police Dispatch – We will not be collecting any fees for dispatch since Stratham and Newfields pulled out, but \$125,000 was counted as a revenue.

3) The amount of \$15,819, he could not tie out. The amount of \$12,200 was a capital project fund. These two amounts could potentially become a problem.

4) Department income as to why it is so low; state adjusted the amounts, Recreation and Solid Waste was put in another line item, so they were counted twice.

The revenues shortfall comes to the amount of \$437,000. Some revenues were not forecasted. Discussions followed regarding the MS4 – Mr. Angell explained the form.

A question was asked as to where the town stands currently if we are on budget or over budget. Mr. Wojnowski answered we are on budget. Department heads were told to watch spending.

Library put in a request to increase their budget because of an error being made.

Suggestion to eliminate hazardous waste day by \$10,000.

Town Council Budget: Mr. Wojnowski was asked to put together these three fund balances:

- 1) water fund balance
- 2) sewer fund balance
- 3) general fund balance

Mr. Wojnowski added that at the end of today, these fund balances were not available.

Discussion continued regarding these fund balances.

Chairman Hart had worked up a memo with his proposed changes in the budget.

Direct Assistance: Reduce medical aid by \$6,000, and miscellaneous by \$2,000. All members agreed.

Planning/Zoning: People Forms Services and Master Plan update be reduced. Chairman Hart feels that the Town Planner should be writing the Master Plan. Eliminate her cell phone as well. Mrs. Hardy did say the subscription to the Planning Commission has been reduced.

MIS: Cut the CIP by \$10,000 under new equipment and use capital reserved fund to buy any needed equipment.

Channel 13: Reduction of \$10,000 of miscellaneous equipment. New equipment can be taken out of the cable fund.

Public Works Administration: Reduce overtime by \$10,000 savings through more effective scheduling and look at and review the 4 hour call in time.

Roadways and Sidewalks: Reduce \$10,115 for winter salt. there was discussions regarding redoing the sidewalks at Durrell Drive. Discussion of reducing this by \$88,000. After lots of discussion and information gathering, the Committee decided to vote:

Motion: To Keep the \$88,000 in the budget for sidewalks on Durrell Drive.

Motioned: Councilor Zink

Second: Drew Kiefaber

Vote: Aye 7

Nay 2

Motion was approved

Buildings and Grounds: Discussion on mosquito control.

Motion: To reduce this by \$10,000.

Motioned: Rose-Anne Kwaks

Seconded: Judy Ryan

Vote: 5 Aye

3 Nay

1 Abstain

Vote: Motion passed

Grants, Cemetery Maintenance: Reduce this \$5,000, which makes it zero. Money can be used from the Cemetery Capital Reserve fund for any maintenance.

Athletic Association: Reduce this by \$21,500. Discussion on this group and what they do. they do have some fund raisers. They listed an outline of items they would eventually like to purchase in the future. It was discussed as to what is really needed now and what could wait. Jim Hilton spoke on the volunteerism and to reiterate the program and how many children actually are enrolled in the program. The Recreation Department has a close relationship with the Association.

Motion: To accept the \$21,500.

Motioned: Jack Fitzgibbon

Second: Leo Fillion

Vote: All in favor

Capital Improvement Plan (CIP): Chairman Hart wants to keep the funding at historical levels.

1) Reduce the Fire Department Fund by \$17,800 (this keeps the budget same as last year)

2) Reduce Building fund by \$23,500

3) Reduce the Recreation Fund by \$6,800

4) No money spent on the Macallem Dam until such time as it has been decided as to what the suggestions will be from the Dam Study Committee.

5) Reduce the Veterans Committee budget by \$14,000

These five items were Chairman Hart's suggestions. There was lots of discussion regarding all five of these items before the vote was taken.

Motion: To accept all of Chairman Hart's recommendations which includes all previous amounts that total \$167,290.

Motioned: Dana Glennon

Second: Rose Anne Kwaks

Vote: All in favor

Suggestions, Library: The Librarian had requested to increase her budget for electricity, workers compensation, and property liability insurance which total \$4202. These amounts are here in question because last year's numbers were incorrect.

Motion: To add \$4,202 to the Library budget.

Household Hazardous Waste: This was questioned as to whether this is necessary to do every year, alternate years instead.

Motioned: Judy Ryan

Second: Dana Glennon

Discussion: It was mentioned that this used to be done with neighboring town of Durham. It got to be an inconvenience issue for the residents of Newmarket to go to Durham. Also, it was discussed that some were afraid as to what the residents would do with their hazardous waste if they did not have a place to get rid of them.

Vote: Ayes 3

Nay 6

Motion failed.

Town Clerk: Becky Benvenuti spoke. Her budget has increased because there are 4 elections this year. Her budget pays for all election costs including checklist people, counters, ballot machine, etc. Postage has also gone up.

Motion: To increase the Town Clerk/Tax Collector budget by \$4,000.

Motioned: Ellen Snyder

Seconded: Dana Glennon

Vote: All in favor

Public Works Uniforms: Discussion on uniforms. There are 7 employees who wear uniforms, have safety equipment, gloves, vests, and steel toed boots. Part time employees do not have uniforms. It is common practice for all Public Works employees to have a line item for uniforms.

It was recommended that the Town Council look into the longevity pay.

Chairman Hart would like the Town Council to consider the capital reserve funds that are no longer needed to transfer them back into the fund balance and put in a warrant article.

1) Aquifer Land and Water Supply Protection Fund, \$44,000

2) Water Improvement Fund \$27,000

3) Community Rec \$90,000 (this is regarding the Pines, Mr. Wojnowski will look into this. If this is in a trust, then you cannot change anything.

This subject will be worth discussing.

With all of the previous cuts, Chairman Hart projected what the tax rate would be.

\$9,070,020 = \$6.88 tax rate

Motion: Budget committee is proposing \$9,070,020 as the bottom line budget for the town for the public hearing on January 17, 2012.

Motioned: Drew Kiefaber

Seconded: Al Zink

Vote: All in favor

Meeting adjourned at 9:32 p.m.

Next scheduled meeting is January 9, 2012 with the School Department.

Respectfully submitted,

Kathy Castle

Executive Secretary