

**BOARD OF SELECTMEN**  
**Budget Workshop, December 15, 2016**

**CALL TO ORDER:** Vice-Chairman Ross McLeod called the meeting to order at 7:00 PM. Selectmen Bruce Breton, Jennifer Simmons and Roger Hohenberger were present, as was Town Administrator David Sullivan. Chairman Desilets was briefly delayed, and opened with the Pledge of Allegiance.

**BUDGET WORKSHOPS:**

Searles: Payment of \$40,000 for the restoration of the final stained glass window was discussed; with Mr. Sullivan explaining it will be paid over a period of two years, with \$20,000 to come from the Fund Balance for 2016 and the rest from 2017. He noted that grant funds will be sought for the latter payment, however are not guaranteed.

Mr. McLeod then moved and Mrs. Simmons seconded to waive the bid process and award the restoration to ArtGlass by Misci as follows: \$20,000 from the 2016 Town Budget, \$15,000 from the 2017 Town Budget and the balance of \$5,000 to come from the Searles Trust. Passed unanimously.

Recreation: Discussion occurred regarding a requested \$15,000 increase in sportsfields to fund additional special projects, the need for which was explained by Recreation Coordinator Cheryl Haas. Mr. Hohenberger then questioned why the Special Projects account needed to be increased by \$15,000, as well; then moved to level fund the Special Projects portion to \$20,000 and the total Sportsfields at \$39,700. After brief discussion, Mr. Desilets seconded the motion which failed 2-3, with Mr. Breton, Mr. McLeod and Mrs. Simmons opposed.

There were no changes to the budget.

Cable: No changes were made to the budget.

Library: The Board took a moment to recognize Director Carl Heidenblad for recently receiving a prestigious award. Mr. Heidenblad thanked the Board, and then presented his budget; clarifying that each of the increases relates to salary and benefits while the operational cost has decreased \$2,000 +/-.

Town Clerk: Town Clerk Nicole Bottai presented a request to increase her part time staff position from 3.5 hours per week to 29 hours/week; reviewing a graphical depiction of the increases in motor vehicles processed, as well as revenue, over the years. She noted that the staffing has not changed for the last 18 years with the exception of adding the 3.5 hour per week member.

Kathleen DiFruscia, resident, expressed her support for this request; citing the multiple responsibilities involved, the additional efforts taken both in and out of the office by Mrs. Bottai, and the importance of the Clerk's office as the first point of contact.

Discussion ensued, with Mr. Sullivan clarifying why he was unable to support this increase; adding he had spoken directly to Mrs. Bottai about it. Mr. Desilets suggested perhaps a compromise could be reached. Mr. Hohenberger indicated he would support an increase to 16 hours/week, with Mrs. Simmons suggesting 20 hours.

After lengthy discussion, Mr. McLeod moved and Mr. Hohenberger seconded to increase the part time clerk hours to 16. Failed 2-3, with Mr. Breton, Mrs. Simmons and Mr. Desilets opposed.

Mrs. Simmons then moved and Mr. Breton seconded to increase the part time clerk hours to 20 hours/week. Passed 3-2, with Mr. Hohenberger and Mr. McLeod opposed.

Brief discussion then ensued regarding the preservation of records line item, which Mrs. Bottai indicated could be reduced. Mr. Hohenberger moved and Mr. Breton seconded to reduce same from \$5,000 to \$1,000. Passed unanimously.

Elections: There were no changes to the budget, however, School District Moderator Betty Dunn took the opportunity to approach and apprise the Board of the large amount of volunteer work which goes into the elections and to publically recognize those efforts.

Historic: No changes were made to the budget.

275<sup>th</sup> Celebration: The logistics of the celebration and cost estimates for same were discussed. It was noted that the HDC is continuing to work on coordinating events and gathering costs. The Board discussed placing funds in the operating budget rather than having a warrant article, however, this will remain as the latter. Mr. Sullivan will obtain an opinion from Town Counsel as to whether the funding request could be split between a warrant article and the budget.

Information Technology: IT Director Eric Delong reviewed with the Board potential savings resulting from upgrading of the Town's phone system; noting the vendor has estimated those to be \$17,000/year in phone costs after completion. This is in addition to benefiting from new technology and functionality.

Mr. Sullivan advised that funds in the amount of \$900 will be removed from service agreements relative to Vision CAMA.

Mrs. Barbara Coish approached noting the need to increase the Town's internet service to include the Senior Center. Mr. Breton advised that he had spoken to Comcast and hopes the Town can negotiate bundled packages for the Senior Center and other buildings.

Special Articles: These items were deferred.

Mr. Sullivan advised that the Board's year-end meeting has been scheduled for December 29 beginning at 7:00 PM. Also, there will be a joint meeting with the School Board on January 23.

**NON-PUBLIC SESSION:** Mr. Hohenberger moved and Mrs. Simmons seconded to enter into non-public session in accordance with RSA 91-A:3 II a. Passed unanimously. Roll call vote all "yes". The topic of discussion was personnel and the Board, Mr. Sullivan and Mrs. Bottai were in attendance.

The Board discussed the status of a recent hire relative to hours to be worked. No decisions were made.

Mr. McLeod moved and Mr. Hohenberger seconded to adjourn. Passed unanimously.

Meeting was adjourned at 9:30 PM.

Respectfully submitted,

David Sullivan, Town Administrator

*Note: These minutes are in draft form and have yet to be submitted to the Board for approval.*