

SELECTMEN'S MINUTES
November 30, 2004 Budget Workshop

MEMBERS PRESENT: Chairman Alan Carpenter, Galen Stearns, Roger Hohenberger and Bruce Breton were present. Chris Doyle was excused. David Sullivan, Town Administrator, Dana Call, Finance Director and Al Barlow, Maintenance Supervisor were also in attendance. Meeting commenced at 7:00 pm.

BUDGET WORKSHOP: The Board of Selectmen met to discuss the 2005 budget for several departments/committees. The Board first discussed the Searles budget and met with Marion & George Dinsmore as well as other members of the Historic Committee. Discussion ensued regarding the various projects planned for the building and its surroundings for 2005 and funding needs from both the operating budget and Searles Special Revenue Fund. It was decided to keep the operating budget as proposed (level funded) and to put a warrant article on the ballot to appropriate and spend up to \$40,000 from the Searles Special Revenue Fund for marketing and maintenance needs. Approximately \$3,000 of this amount will be used to reimburse the Town for the overtime cost of Town maintenance personnel used for Searles functions.

The Board then discussed the General Government Buildings budget with the Maintenance Director. The overtime line item was reduced by \$3,000 due to the reimbursement previously discussed. Other line items were discussed with no changes made.

The Board then discussed the Recreation Budget with members of the Recreation Committee including Dennis Senibaldi, Sam Maranto and Earl Bartlett. It was decided to reduce the budget for Chemical Toilets based on past years' expenses to \$11,500 and to put the services out to bid for 2005. Discussion then turned to the proposed Recreation Coordinator. This was proposed by the Committee as a full-time position, however it was reduced to a part-time position by the Town Administrator for presentation to the Board. Mr. Doyle arrived during the discussion. The Board voted to keep the part-time position in the budget (3-2, Breton and Hohenberger opposed), however, it was noted that all new employees will be included in separate warrant articles. Mr. Doyle then needed to leave the meeting. The Board continued to discuss other line items; in Recreational Sportsfields the allocation for Griffin Park was reduced by \$2,000, Equipment Maintenance was reduced by \$2,000 eliminating funds for a new beach float, and minor adjustments were made to other budget line items.

The Board then discussed the Administration, Town Officers Salaries, Legal and Retirement budgets with no changes made to amounts budgeted. Mr. Carpenter then left the meeting.

NEW BUSINESS: The Board discussed the sand at the Town Beach and it was consensus of the Board to allow staff to spend \$1,000 out of

the 2004 Stormwater Compliance budget to complete the stormwater application grant with the NH Department of Environmental Services. If accepted it will enable the Town to conduct drainage improvements and replace sand at the beach.

Mr. Sullivan and Mrs. Call then discussed with the Board a proposal received from American Appraisal Associates for professional valuation consulting services in conjunction with the Town's implementation of GASB 34. This company had previously been hired by the Town's insurance company, The Local Government Center, to appraise the Town's buildings for insurance purposes. As an extension of this service, the company proposed to provide valuations for GASB 34 purposes as well as appraisals of the Town's infrastructure at a cost of \$6,200-6,700. This service was not specifically budgeted for in 2004 but the funding will come from the savings in regular salaries for the period in which the Finance Director was out on disability. A motion was made by Mr. Stearns to waive the bid process for this specialized service due to the special circumstances in which this proposal came about, which was a result of the work conducted for the Local Government Center. Mr. Hohenberger seconded and the motion passed 3-0. Mr. Stearns then motioned to approve contracting with American Appraisal Associates for an amount not to exceed \$6,700 with funding to come from the 2004 Administration budget. Mr. Hohenberger seconded and the motion passed 3-0.

Discussion then turned to payments made from the Town's legal budget for work on behalf of private developers in regards to land covenants. Mr. Stearns made a motion that, effective for legal costs incurred since October 1, 2004, the Town will require reimbursement from the developers for such costs. Mr. Hohenberger seconded and the motion passed 3-0.

Meeting adjourned at 11:10 pm.

Respectfully submitted,

Dana Call
Finance Director

NOTE: These minutes are prepared in draft form and have not been submitted to the Board for approval.