

SELECTMEN'S MINUTES
December 12, 2005 Budget Workshop

MEMBERS PRESENT: Vice Chairman Bruce Breton, Galen Stearns and Margaret Crisler were present. Alan Carpenter was excused. Roger Hohenberger arrived at 7:30 pm. David Sullivan, Town Administrator and Dana Call, Finance Director were also in attendance. Meeting commenced at 7:00 pm.

BUDGET WORKSHOP: The Board met with Margaret Case of the Cable Committee to discuss the 2006 Cable budget. No changes were made.

NEW BUSINESS: Mrs. Case discussed with the Board the planned purchase of some video equipment expected to be over \$5,000. Mrs. Case explained that due to the specific equipment needed, the Cable Committee solicited 4 written quotes, but did not go out for a full bid process and requested the Board waive the process. Mr. Stearns motioned to waive the bid process for a Leightronix Nexis Unit with installation, cables, training and technical support included. Mrs. Crisler seconded. Passed 3-0. Mrs. Case then opened the written quotes which were as follows:

Great Northern Video, Pembroke, NH	\$6,684.00
Access A/V, Concord, NH	\$6,669.00
Camera Co., Norwood, MA	\$6,100.00
Adtech, MA	\$6,354.00

The last two companies did not include installation in their quotes. The Cable Committee recommended the bid be awarded to Access A/V, as they have worked with the Town before and are familiar with the studio. Mrs. Crisler motioned to award the bid to Access A/V for \$6,669.00, with \$5,957.00 to come from the Cable operating budget (remaining balance in equipment line item) and the remainder from the Cable TV Special fund. Mr. Stearns seconded. Passed 3-0.

BUDGET WORKSHOP: The Board met with Joan Tuck, Town Clerk, to discuss the Town Clerk budget and no changes were made. The Board then met with Ruth Robertson, Tax Collector, to discuss the Tax Collector budget and no changes were made. The Board then discussed with Mr. Sullivan the Administration budget and no changes were made.

OLD BUSINESS: Mrs. Call indicated that based on the Board's prior request to contact the Town's bank and see if we can reduce our fees for banking services, which are included in the IT budget, the bank was receptive to eliminating our current fees with the understanding that the Board will not be expecting the Town Treasurer to bid out banking services for at least two years. The Board agreed and \$3,000 was removed from the IT budget.

BUDGET WORKSHOP: The Board met with Rex Norman, Tax Assessor, to discuss the Assessing budget and no changes were made. There was additional discussion regarding the separate warrant article for the Assessing data technician and whether that could be put back into the operating budget. After much discussion, it was decided that it should not go into the operating budget after it failed by the voters as a separate warrant article last year. Mr. Stearns motioned to leave the \$70,000 as a separate article and Mr. Breton seconded. Passed 3-1 with Mrs. Crisler opposed.

Meeting adjourned at 8:50 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.