

SELECTMEN'S MINUTES
December 6, 2007 Budget Workshop

MEMBERS PRESENT: Chairman Alan Carpenter, Roger Hohenberger, Bruce Breton and Margaret Crisler were present. David Sullivan, Town Administrator and Dana Call, Asst Town Admin-Finance, as well as several department heads, were also in attendance. Meeting commenced at 7:05 pm. Mr. Senibaldi arrived at 7:35 pm.

BUDGET WORKSHOP: The Board met with Joan Tuck, Town Clerk and Nicole Merrill, Deputy Town Clerk in regards to the Town Clerk budget. No changes were made other than adjusting the presumed start date for the replacement Assistant Town Clerk and adjusting the health insurance line to assume a single plan versus a family. The Board then held a brief discussion regarding the analysis provided by staff comparing the Town Clerk's annual pay, if paid on a salary/benefits versus a fee only basis. The consensus of the Board was to leave the payment method as is.

The Board then met with Al Turner, Planning Director, regarding the Planning budget. A discussion was held regarding a request for a new part-time Code Enforcement position, at 30 hours/week. Mrs. Crisler motioned to include the position in the budget, but at 25 hours/week. Mr. Breton seconded and the motion passed 4-1 with Mr. Hohenberger opposed. A brief discussion was held regarding our membership in the Rockingham Planning Commission as to which county's planning commission we should be involved with, and no decisions were made, however, funding was left as proposed. A discussion was held regarding the lack of available file space in the department as well as the safety of the files, and the \$10,000 requested to begin the process of scanning all planning department files via an outside service. Consensus was to leave the requested funding in the budget. In addition, Mr. Breton motioned to add \$1,500 for additional file cabinets for the office and Mrs. Crisler seconded. Motion passed 3-2 with Mr. Carpenter and Mr. Hohenberger opposed. The Board then went through other line items in the budget and made no changes.

The Board met with Cheryl Haas, Recreation Coordinator to discuss the Recreation budget. A discussion was held regarding the funding request in the field maintenance line item which includes annual funding for regular maintenance (outside of mowing, etc) as well as special projects with have been identified and prioritized by the Recreation Committee. Consensus was to leave the field maintenance line item as proposed. After going through all other line items and making no changes, Mr. Breton made a proposal to add 3 seasonal park ranger positions to the budget, similar to the pay the junior lifeguards receive (and the same hours per week). Mr. Breton noted that other towns utilize these types of positions to provide a presence at the parks and could help limit the difficulties encountered with the skate park. Consensus of the Board was to get the input of our Public Safety officials and Chief Lewis indicated

that he thought the idea is a good one. After further discussion regarding the number of positions needed, Mr. Breton moved to include funding for one park ranger position, to be overseen by the Recreation Coordinator, and Mrs. Crisler seconded. Motion passed 4-1 with Mr. Hohenberger opposed.

The Board then met with Carl Heidenblad, Library Director, and after discussion on several line items, made no changes to the Library budget.

The Board met with Rex Norman, Assessor, and after discussion on several line items, made no changes to the Assessing budget.

Mr. Sullivan then asked the Board to discuss several other budget related items including:

- Based on the number of zoning amendments preliminarily received, Mr. Sullivan indicated that the Board may need to budget more for the printing of the ballots. Consensus was to wait until the final, abridged version of the amendments are determined and verify the number of ballots to be printed with the Town Clerk before amending the budget.
- Mr. Sullivan noted that previous comments had been made regarding possible expansion of the vault in town hall, and indicated that there is no funding for this in the 2008 budget or property trust. Consensus was to consider this in another year.
- Mr. Sullivan noted that there is no additional funding in the budget or property trust for the Bartley house renovation project (beyond the \$50,000 approved last year) and asked the Board whether they want to include additional funds for an elevator, as was previously discussed. As the elevator is not required for this project, consensus of the Board was to continue with the renovation project, without the elevator, although Mr. Breton expressed his disagreement.
- As previously requested by the Board, Mrs. Call presented additional analysis regarding leasing versus buying police cruisers. The Board also discussed the plan to continue the black/white paint scheme, as this adds approximately \$1,200 to the cost of each car. Consensus was to leave the budget as it has been proposed, with the plan to lease six vehicles, and reconsider the paint scheme at a later date.
- The Board agreed to have a final budget workshop, prior to posting for the public hearing, on December 20th at 7 pm.
- The Board agreed to have their required year-end meeting on December 27th at 5 pm.
- Mrs. Crisler indicated that she became aware of some legislative changes in regards to the Board's prior practice of putting the number of votes (for split votes) on the warrant. Mrs. Crisler asked staff to discuss this further with town counsel and revisit the current practice for this year's warrant.

Meeting adjourned at 9:55 pm.

Respectfully submitted,

Dana Call
Asst Town Administrator-Finance

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