

## TOWN OF DERRY

**Town Council Meeting  
Derry Municipal Center**

**April 24, 2012  
Tuesday - 6:30 p.m.**

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**6:30 p.m.**

Roll Call: Councilors, Fairbanks, Katsakiores, Chirichiello, Milz, Olbricht, Wetherbee.  
and Chairman Benson

**Derry Public Library- Jack Robillard and Cheryl Lynch**

There is 2% increase in the budget as follows: Line item #390 Interpreter Services, Line Item #411 HVAC, and Line items #610 – 620 toner cost and the State decrease in funding. There was a miscommunication in the lease of computer replacements so that an additional amount of \$4680 is needed to be added to line item #440001. There is one Capital item requiring \$10,000 which will be funded by the DPL Capital Reserve Fund for paving with no tax implication. However, the Town Council needs to approve this transfer if agreeable.

There was discussion on the toner and ink replacements and advice regarding a local ink vendor. The explanation for the increase in line #411 is that it was under budgeted in this fiscal year. Chairman Benson questioned line #430. Mr. Robillard explained the difference as they were swapped for accounting reason.

**Councilor Wetherbee moved to add \$10,000 from the Land Improvement Expense Line item #710 funded by a \$10,000 increase in the revenue line Transfer from DPL Capital Reserve Fund.**

**Motion by Councilor Wetherbee, seconded by Councilor Milz**

**Vote: 7-0-0**

Chairman Benson asked the Council about the \$4680.00 for computer replacements. Mr. Anderson suggested that Mr. Robillard review the charges for copying as opposed cost of ink to be sure they are recouping their costs.

Councilor Wetherbee and Chairman Benson suggested flagging #44001 Computer leases and not add it into the budget at this time. It will be reviewed at the Thursday 4/26 workshop on flagged items.

**Move the bottom line for Derry Public Library in the amount of \$1,146,234**

**Motion by Councilor Wetherbee, seconded by Councilor Milz**

**Vote: 7-0-0 (Review of additional \$4680.00 on Thursday)**

**Taylor Library - Linda Merrill and Ed Cianco**

Ms. Merrill gave an overview of the activities and programs at the Taylor Library. She also gave budget bottom line increase of 2.5% from the current fiscal year. Fuel and electricity has come down.

Councilor Fairbanks asked about upgrading the building to code. Linda explained that it is not up to compliance as it is not ADA compliant. However, they are grandfathered into this law. Chairman Benson asked about line item #120, Temporary positions.

**Move the bottom line of the Taylor Library for \$171,303**

**Motion by Councilor Chirichiello, seconded by Councilor Katsakiores**

**Vote: 7-0-0**

## Finance Departments

### Human Services

Revenue is down due to less activity. Revenue drawn from Sylvanus Brown Trust has been reduced from \$4,000 in the prior year to \$2,000.

### Expenditure

The Personnel Services have decreased and is due primarily to a reduction in health insurance benefit cost as a result in a change in personnel.

Line item#810 Human Service payments recommending a reduction from \$160,000 down to \$140,000. Average annual payments have been \$145,000 but estimate that \$140,000 is adequate based on recent history.

### Proposed funding by Human Services Agency Review Committee:

Rockingham Community Action restored funding of \$5000.00

Community Care Givers - *level funded* at \$17,000

CART *decreased* by \$12,000 to \$30,000

Community Health Services - *level funded* \$50,000

Meals on Wheels - *level funded* \$11,615

Sunshine Soup Kitchen funding *restored* funding at \$1500.00

Upper Room – *level funded* \$39,700

Vintage Grace – *increased* by \$5,684 to \$9,984

There was much discussion and explanation of the reduction to CART. Councilors asked for reasoning of the Committees decision for the cut to CART. Mr. Childs stated Ms. Mobsby and Ms. McLaughlin would present explanation to the Town Council.

**Move the bottom line of Human Services in the amount of \$450,650 subject to the flagged item line #810 (CART).**

**Motion by Councilor Wetherbee, seconded by Councilor Milz**

**Vote: 7-0-0**

### Assessor

#### Revenue

There is a \$25,000 reduction this is due to a reduction from the Capital Reserve Fund. This was usually funded by \$45,000 but as annual updates are performed we are close to 100% evaluation as possible

#### Expenditures

The expenditures line down \$13,000. Personnel services are down due to NH Retirement costs. The Assessing Services line has a recommended cut of \$28,000 this line was used for outside services which are now handled in-house. Postage has also declined due to not sending out notices.

Councilor Chirichiello asked when a town wide revaluation would be done.

Mr. Childs replied that a full revaluation update would be done in 2012 and completed by September.

**Move the bottom line for Assessing in the amount of \$568,491**

**Motion by Councilor Wetherbee, seconded by Councilor Milz**

**Vote: 7-0-0**

Mr. Anderson stated Ms. Chapman has handled the department in Mr. Gomez's absence and has done a wonderful job and the Council should acknowledge and thank her for all that she has done. Council and Mr. Childs applauded her.

### **Tax Collector**

#### **Revenue**

The big item is License and Permits which has to do Motor Vehicle registrations. We are proposing that we increase Motor Vehicle registrations by \$75,000. This is based upon a review of where it is today and at year end.

#### **Expenditure**

The personnel line is up a bit. The Training & Conference line has increased as the Munis Conference will be in Boston next and plan on taking advantage of that. The data processing line is up hopefully due to being able to process boat registrations.

Chairman Benson had questions on the overtime line.

**Move to increase the revenue line by \$75,000 for Motor Vehicles Registrations**  
**Motion by Councilor Wetherbee, seconded by Councilor Milz**  
**Vote: 7-0-0**

**Move the amended bottom line for Tax Collector in the amount of \$734,745**  
**Motion by Councilor Chirichiello, seconded Katsakiores**  
**Vote: 7-0-0**

### **Finance** – Frank Childs

Revenue is slightly up due to collections of court fees regarding, the collection of ambulance fees.

Expenditures are down from prior year. Slight reduction in Personnel Services due to lower retirement cost.

There is an increase in the Training and Conference budget in order to send more staff to the MUNIS conference which will be held next year in Boston.

Operating expense is up slightly due to Small Claims Court filing fees that are budgeted in Other Professional Services.

**Move the bottom line for Finance in the amount of \$701,748**  
**Motion by Councilor Wetherbee, seconded by Councilor Milz**  
**Vote: 7-0-0**

### **Other Municipal Obligations** – Frank Childs

#### **Revenue**

Intergovernmental Revenue #033190 is received from the State of NH. We do not know of any changes. Increase in Income Revenue #035020 is from investments accounts.

#### **Expenditures**

Property & Liability Insurance Increased in line item #480.

Transfer from Fund Balance account to Capital Reserve Account

Chairman Benson questioned line item #320000 Legal Services as this line was decreased.

Mr. Anderson responded that it is believed there is only one large outstanding ongoing court case.

**Move the bottom line for Other Municipal Obligations in the amount of \$1,740,709**  
**Motion by Councilor Wetherbee, seconded by Councilor Milz**  
**Vote: 7-0-0**

**TIF Districts**

This shows revenue of \$253,638 and expense of \$253,638. This has been added for accounting purposes.

**Move the bottom line for the TIF Districts in the amount of \$253,638**  
**Motion by Councilor Chirichiello, seconded by Councilor Wetherbee**  
**Vote: 7-0-0**

Fire Department – Chief Klauber

**Prevention & Emergency Management Services**

The Revenues are \$1,790,375 and Expenditures of \$9,969,580. Chief Klauber is also requesting expenditures from their Capital Reserve line to maintain their facilities and services. There are three Capital requests in the Fire and Emergency Service portion of the budget:

- 1) Technical rescue equipment to replace 50% of the ropes, harnesses and hauling equipment of \$16,000,
- 2) To grind, reclaim and paving at the Central Station,
- 3) Replacement of an emergency generator located at the Island Pond Station.

Fire, Facilities and Equipment Capital Reserve #039150, there is no tax liability. Also recommending replacement of a 2003 Ambulance and is scheduled in the CIP, the cost being \$235,000. Purchasing will be funded through the revenue account #039399, restricted fire fund balance and has no tax liability. The Fire Department, along with the IT Department, will be purchasing a new phone system, a server and a storage system which will be compatible with the Town's and Police Departments storage system. The funds will be used from the Restricted Fire Fund Balance. There are offsetting expense lines for these purchases.

Revenue

Councilor Fairbanks questioned fees from other towns. Chief Klauber gave an explanation.

Expenditure

Chairman Benson asked questions regarding Overtime. Chief Klauber stated there is an increase in the Training line.

Chairman Benson questions line item #342. Chief Klauber stated this is part of the new server maintenance.

Chairman Benson line #430 Contract Repair and Maintenance. Chief Klauber explained the requirement for the new mobile ban and never funded before for the Opticom System lights at intersection.

Councilor Katsakiores polled the Councilors regarding her family relationship with a member of Fire Department's Prevention and Emergency Services and she will abstain from voting on this part of the budget but would like to vote on the Fire Department Dispatch and Emergency Management portion of the budget. Chairman Benson polled the board and all agreed with her decision.

**Move the bottom line of Prevention & Emergency Services in the amount of \$9,969,580**  
**Motion by Councilor Wetherbee, seconded by Councilor Milz**  
**Vote: 6-0-1(Katsakiores)**

### **Dispatch**

This budget is greater than this fiscal year due to the fact last year's budget included a net revenue of \$130,000 related to an anticipated contract to provide Emergency Fire and EMS dispatch services to the Town of Londonderry. However, they did not contract for these services. There is one Capital request replacement of a an audio voice recorder which records all phone and radio transmissions which go through dispatch, this would be for a five year lease. This purchase will be provided through the restricted fire fund balance. There is no tax liability.

There was discussion on the Londonderry contract and keeping an open door with them.

Councilor Olbricht questioned the drop in revenue and asked what expense lines were removed. Chief Klauber gave the highlights on personnel, capital improvements, phone lines and communications.

Chairman Benson question line item #120 Temporary Position line.

Councilor Wetherbee questioned mutual aid to surrounding towns. He would like to see numbers for these calls. Councilor Olbricht asked to also have trending information. Chief Klauber will submit this information to Mr. Anderson.

**Move the bottom line for Dispatch in the amount of \$695,810**

**Motion by Councilor Wetherbee, seconded by Councilor Milz**

**Vote: 7-0-0**

### **Emergency Management Department**

This budget has decreased and there are no significant changes.

**Move the bottom line for Emergency Management in the amount of \$60,202**

**Moved by Councilor Chirichiello, seconded by Councilor Wetherbee**

**Vote: 7-0-0**

Ms. Katsakiores wanted to give praise to the ambulance service from a senior citizen she had met today.

Frank Childs handed out the information for the flagged items to be reviewed on Thursday April 26, 2012.

Mr. Childs explained the updated screen which displayed where the budget changes approved so far and how it affects the tax rate.

**Adjourned 9:00 p.m.**



**Recording Clerk: Denise Neale, Town Clerk**

Reviewed by: Janice Mobsby, Controller