

Budget Committee

Public Meeting

December 9, 2004

Chairman Carrier convened a business meeting of the Budget Committee in the Ilene P. Reed Training Room at the Department of PublicWorks located at 74 Lockehaven Road on Thursday, December 9, 2004 at 6:05 PM.

Present:

Lee Carrier - Chairman, Gayle Hulva - Vice Chairman, Mike Dudley, Eric Crate, David Stewart, Shirley Green, Lori Hill, Richard Martin, April Whittaker – Town Manager, Wendy Huntley - Recorder

Excused:

Dominic Albanese - Selectman, Chris Christopoulos

Guests:

Phil Neily, Building/Health/ Fire Inspector

- **Administrative**

A motion to approve the minutes, as is, of the November 20th meeting was made by Gayle Hulva and second by Michael Dudley. All in favor.

The Budget Committee reviewed the 2005 proposed Building/Health/Fire Inspection budgets with Phil Neily. Lines Discussed were:

Dept. 4240 (Building Inspection)

General discussion regarding potentially retaining the “to be traded in” police cruiser and having it be shared by the Building/Health/Fire Inspector and Planning/Zoning Administrator.

If this were to happen, new lines would need to be created in the respective departments for vehicle maintenance (line –660), and gas (line –635).

Line –110 (Building Inspection Personnel) April Whittaker reminded the Budget Committee that these figures reflect a 3.5% COLA (cost of living increase) but will be reduced now that the Board of Selectmen (BOS) have approved a 1% COLA.

Dept. 4411 (Health Department)

General discussion. No decisions made.

The Budget Committee reviewed the 2005 proposed Executive, Election and Registration, Finance, Revaluation, and Heritage Commission budgets with April Whittaker. Also reviewed were the Insurance,

Regional Associations, General Government, Emergency Management, Dispatch Service, and Patriotic Purposes expense line. Lines Discussed were:

Dept. 4130 (Executive Office)

Line –130 (Selectmen’s Salaries) Selectmen salaries increased to \$3,000.00. Selectmen will no longer be submitting for mileage reimbursements.

Line –115 (Contracted Services) this is for recruitment services in the event that Chief Giese should retire in 2005.

Line –550 (Printing) May want to increase line by an additional \$2,500.00 to get the newsletters out quarterly in 2005.

Line –822 (Special Projects) this is for hiring a Fixed Asset Consultant. This \$13,500.00 is a not to exceed price from Paul Glick, Glick Consulting.

April Whittaker also passed out a Technology inventory sheet while extending a public “thank you” to Alisa Bonnette for having provided the document.

Dept. 4140 (Election and Registration)

April Whittaker noted that there is only one election in 2005.

Line –341 (Telephone/Communications) Decrease line to \$800.00.

Line –810 (Professional Development) Increase line to \$800.00.

Line –840 (Mileage) Increase line to \$200.00.

Dept. 4150 (Finance)

Line –130 (Tax Collector Salary) Lee Carrier would like rates of pay for the Tax Collector and the Town Clerk. This line seems to be under budgeted. This line is to be revisited.

Line –630 (Repairs and Service Contracts) regarding note on web site hosting: April Whittaker explained that there are members of the public requesting that the property card information be on line. The Budget Committee will not support this request.

Line –900 (Budget Committee) increase line to \$1,400.00.

Dept 4152 (Revaluation)

General Discussion. No decisions made.

Dept 4153 (Legal)

General Discussion. No decisions made.

Dept 4155 (Personnel Administration)

These lines will decrease for the following two reasons:

1. Bob Anderson from the Department of Administration advised that the amount to be used for calculating insurance should be the net amount (gross less employee portion of insurances.) Currently gross is being used.
 2. Also the pay scale used, for calculating purposes, reflects a 3.5% COLA but will be reduced now that the Board of Selectmen (BOS) have approved a 1% COLA.
- Decision made to revisit these lines.

Dept 4196 (Insurance)

Line –522 (Property-Liability Insurance) may still increase. Local Government Center (LGC) is finalizing the appraisal of Town Properties. April Whittaker advised that she will be able to come back with a better number in January when she has the results from LGC.

Dept 4197 (Regional Associations)

Line-001 (Advance Transit) Decrease request to \$3,000.00. All in favor.

Line-002 (Listen) No changes. All in favor.

Line-003 (Headrest) Decrease request to \$3,000.00. All in favor.

Line-005 (VNA/VNH) No changes. All in favor.

Line-006 (Senior Citizens Council) Decrease request to \$4,750.00. All in favor.

Line-007 (Upper Valley Lake Sunapee Council) expenses moved to 01-4191-560.

Line-008 (Wise) No changes. All in favor.

Line-009 (Museum at Lower Shaker Village) No changes. All in favor.

Line-010 (Acorn) Decrease request to \$0.00. All in favor.

Line-011 (West Central Services) Decrease request to \$1,000.00. All in favor.

Line-013 (Enfield Village Association) No changes. All in favor.

Dept 4199 (Other General Government)

Line –413 (Hydrant Maintenance) General Discussion. No decision made.

Dept 4290 (Emergency Management)

General Discussion. No decisions made.

Dept 4299 (Dispatch Services)

Rate for 2005 has not been provided yet by the City of Lebanon. No decision made.

Dept 4583 (Patriotic Purposes)

Line –410 (Patriotic Purposes) Budget amount to remain the same. All in favor.

Dept 4588 (Heritage Commission)

Items parked. To be discussed at later meeting.

- **Action Items**

Lee Carrier to be provided with the rates of pay for the Tax Collector and the Town Clerk.

Dept 4155 (Personnel Administration) to be recalculated

April to provide Budge Committee with updated figures, from LGC, when received to update budget amount in Dept 4196 (Insurance).

April to provide Budge Committee with updated figure, from the City of Lebanon, when received to update budget amount in Dept 4299 (Dispatch Services).

- **Next Meeting:**

Tuesday – December 7th, 2004 6:00PM

- **Adjournment**

Motion to adjourn came forward at 3:38 PM from Richard Martin with a second from Lori Bliss Hill. Motion carried.