

# Budget Committee

## Public Meeting

### January 4, 2005

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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 Tuesday, January 4, 2005 at 6:05 PM.

**Present:**

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

Guests: Marjorie Carr-Librarian, Bart Thurber – Library Trustee, Ken Daniels – DPW Director, Phil Neily – Building/Fire/Health Inspector.

Regarding Library Capital Reserves:

Dominic Albanese requested RSA guidelines for separation of Library and Town General Fund in regards to Capital Reserves.

Marjorie Carr, referring to RSA 35:1C, would like a Nonlapsing fund established for Library Technology Funds. Would like to have \$5,000.00 placed in this account for future use of upgrades, replacements, etc.

Lee Carrier recommended that \$5,000.00 be appropriated. As to where, depends on the Law and clarification of the RSA's.

All in Favor.

- **Administrative**

A motion to approve the minutes of the December 14th meeting was made by Lori Hill and second by Eric Crate with the one change as follows:

Include April Whittaker's addendum as follows:

"Under Municipal Building CRF and Whitney Hall CRF, Mrs.. Whittaker advised that she had specifically raised the dollars requested to these reserves to imitate dollars that could be converted into a bond or debt payment, thus causing no or relatively little impact to the tax rate if a facility plan comes to fruition in 2005. She noted that most bond issues are voted down, generally speaking, when there is a sharp impact to the tax rate, and her goal was to not have this happen given the nature of a 2/3rds vote requirement for bonding.

Following discussion the committee deducted \$40,000 from the Whitney Hall and Municipal Bldg reserves, leaving \$5k remaining in each reserve, and converted the \$40,000 into the DPW Equipment reserve. Mrs.. Whittaker advised that the only way not to spike the rate for any bond issuance in 2006 would be to realize that the Committee would have to deduct the additional \$40k in the DPW Reserve in 2006 otherwise there is no mechanism to defray the debt issuance to the tax rate. This will result in an increased tax rate thus giving the appearance that the bond has increased the rate. She requested that this be specifically noted in the Minutes."

Dominic Albanese reviewed the Board of Selectmen's meeting of 1/3/05 regarding budgeting issues.

Lee Carrier presented the Budget Committee with overheads regarding FY 2005 Puts & Takes, Capital outlay – Actual FY 03 & 04 + FY 05 Budget, Impact of Budget Increase samples, Comparison of 05 & 04 Budget With & Without Benefits And Wages, Capital Reserves Appropriated FY '03 & '04 And proposed 2005, Tax Calculation sample, and Estimate Of Revenues.  
General discussion followed each of the overheads.

Lee Carrier recommended that a goal be set for an overall specific percent increase over the 04 budget.

April Whittaker reviewed the following:

### **Capital Outlay (-4902)**

Line –750 (DPW Equipment)

12 yd Dump Truck w/plow, wing & spreader be reduced to \$146,000.

7 yd Dump Truck w/plow, wing & spreader be increased to \$128,000.

Changing the total for Capital Outlay (-4902) to \$339,500.00.

### **Improvements: Other (-4909)**

Line –313 (Tax Mapping) reduce amount to \$48,000. with \$38,000. funded with Capital Reserves Funds and \$10,000. funded through general taxation.

Changing the total for Improvements: Other (-4909) to \$88,000.00.

### **Buildings (-4903)**

Line –733 (Town Office Conceptual Plans) increase amount to \$10,000.

Question addressed to members of Budget Committee by Lee Carrier:

What % increase from the 04 budget to the 05 budget would you like to see not exceeded?

Eric Crate – less than 5% increase on tax rate.

Lori Hill - 3.9% increase on operational budget.

David Stewart – 3.9% increase on operation budget.

Mike Dudley – 4.25% increase on operation budget.

Richard Marin – 3.9% increase on operation budget.

Chris Christopoulos – Taking personnel costs, capital reserves and outlay from the equation, no more than a 4% increase to the operational budget.

Shirley Green - 3.9% increase on operation budget.

Gayle Hulva - Taking personnel costs, capital reserves and outlay from the equation, no more than a 4 to 5% increase to the operational budget.

Dominic Albanese – would like to look at compensation and benefits as one item, general operational budget as a second item and Capital reserves and outlay as a third item.

Lee Carrier – would like to see no more than a 4.5% increase on the operational budget including wages and benefits but not including the capital reserves and capital outlay items.

Lee Carrier recommended that benefits and overtime be looked at again for possible savings, and adjusting the calculation for wages from 53 weeks to 52 weeks.

Regarding Capital Reserves and Capital Outlay items.

Question addressed to members of Budget Committee by Lee Carrier: Where do you stand on the requests for Capital Reserves and Capital Outlay items?

Gayle Hulva – for all except cruiser and cut Community Building to \$40,000.00.

Shirley Green - for all except cruiser and cut Community Building to \$40,000.00.

Chirs Christopoulos - for all except cruiser and cut Community Building to \$40,000.00.

Richard Martin - for all except cruiser and cut Community Building to \$40,000.00.

Mike Dudley - for all except cruiser and cut Community Building to \$40,000.00.

David Stewart - for all except cruiser and cut Community Building to \$40,000.00.

Lori Hill - for all except cruiser and cut Community Building to \$40,000.00 and maybe funding the Whaleback Bridge over two years.

Eric Crate - for all except cruiser and cut Community Building to \$40,000.00.

Dominic Albanese – will revisit the cruiser issue with the Chief. As far as the Community Building, a more permanent handicap ramp should be installed and exterior lighting for parking lot should be completed in 2005.

April Whittaker to provide Budget Committee with a list of Capital Reserve Funds to be used in 2005.

- **Action Items**
- **Next Meeting:**

**Tuesday – January 25th, 2005 6:00PM**

- **Adjournment**

Motion to adjourn came forward at 8:54 PM from Lori Hill with a second from Gayle Hulva. Motion carried.