

**PUBLIC HEARING
OPERATING BUDGET AND WARRANT ARTICLES
DRAFT**

PRESENT: R. P. McDermott, Chairman; M. Kasprzak, Vice Chairwoman;
C. P. Graham, Selectmen; E. N. Small, Town Administrator; L. A. Ruest,
Administrative Assistant

R. P. McDermott opened the public hearing at 7 p.m.

PROPOSED OPERATING BUDGET - ARTICLE 8 - \$2,379,400

C. P. Graham provided a summary of the components that make up the increase in the 2012 budget over the 2011 budget year. He referred the public to a handout available for them to review as well as copies of the budget worksheets to be reviewed this meeting. He reported that 72% of the increase relates to retaining current level of services and that 28% of the increase relates to contracted services and program additions. He noted that the increases reflect a 2.5 percent increase over 2011. Each Selectman took turns presenting budget proposals. Increases in budget lines were noted. A review of the money warrant articles as compiled in the budget worksheet packets also took place. Questions and comments of the public and responses of the Board are noted below.

Budget Line	Selectmen Presentation	Comments/Questions from Public
4130 Executive	Decrease in printing, increase in BOS salary and Moderator salary.	
4140 Election, Registration & Vital Statistics	Increase due to four elections in 2012.	
4150 Financial Administration	Decrease in appraisal services.	
4153 Legal	Decrease due to less activity.	
4155 Employee Benefits	Increases reflected in benefit premiums.	B. Forgione, Exeter Road, noted that this budget line does not include Library personnel.
4191 Planning & Zoning	Increase due to 100% funding of Circuit Rider Planner contrary to previous years where grant was available. Grant not available 2012.	
4194 Government Buildings	Increase of \$7,600 for heating fuel.	B. Mutrie, Brown Road, asked whether the painting of the Town Hall was part of this budget. R. P. McDermott stated plans for the siding are not part of the budget.
4195 Cemeteries	Increase of \$2,400 is due to tree removal work, mowing and meals for County workers.	
4196 Insurance	Decrease is due to a one time change to calendar year policy term; had been a fiscal year term in previous years.	Discussion took place with regard to the Board's approving participation in a CAP program where premium increase would be capped at 7%. The Town's experience would have resulted in up to an 18% premium increase otherwise due to claims activity.
4199 Contingency Fund	Increased to bring back to previous years' level. This budget line is for	T. Samway, Old Stage Road, asked why it has been increased this year. E. N. Small stated that it has

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	unanticipated contingencies.	been brought back to the level of funding that it had been for 20 years prior to reduction. M. Kasprzak stated that with the State's cutting back of funding in a number of areas, this budget line will assist with unknowns. If the funds are not needed, they are returned to the General Fund.
4210 Police	Increase of \$4,700 due to step increases, training and hiring, overtime, gasoline and uniforms/clothing.	
4215 Ambulance	Increase of \$2,500 due to stipend increase, training and gasoline.	T. Samway, Old Stage Road, inquired as to how the over-expenditure of budgets is handled. The Board reported that the bottom line budget addresses individual budget lines.
4220 Fire	Increase of \$1,400 due to vehicle repairs, dispatch services and the addition of a one-day-per-week Fire Inspector position.	
4240 Building Inspection	Increase of \$500 is due to a step increase for the Building Inspector.	
4611 Health	Decrease is due to the elimination of a stipend for the Building Inspector/CEO/Health/Planning Assistant and less anticipated test pit applications.	This item was taken out of order to allow for questions of the Building Inspector/CEO/Health/Planning Assistant.
4290 Emergency Management	Increase of \$10,000 due to new generator and training for a number of drills scheduled in 2012.	The Town share of the cost of the new \$30,000 generator is \$5,600.
4312 Highway	Increase is due to contracted services for the Road Agent and winter road maintenance services.	C. P. Graham noted that this money is not committed to be spent but rather to meet the terms of the snow removal contract; an amount of snow up to 71 inches. Road Agent contracted services amount is to address repairs as needed.
4316 Street Lights	Level funded.	R. P. McDermott noted that not all street lights in Town are the responsibility of the Town; some are paid by individuals.
4323 Solid Waste Collection	Increase of \$4,500 is due to contractual increase.	S. Volpone, Batchelder Lane, asked if the Board has considered reinstating weekly recycling collection. R. P. McDermott stated it has been considered and added that there are two more years on this contract. E. N. Small reported that additional households have been added.
4324 Solid Waste Disposal	Increase of \$700.	In response to D. Robinson, Brown Road, it was reported that costs relate to tonnage. E. N. Small reported that the Town has a multi-year contract with the 53B District to bring waste to Rochester, NH or Andover, MA. L. Walker, Exeter Road, suggested that residents be encouraged to cover barrels in order to keep rain water out and reduce the cost of tonnage.
4413 Animal	Decrease in this budget relates to	M. Kasprzak reported that laws no longer allow for

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Control	removal of funds for dog damages.	collection of damages in this regard.
4415 Health Agencies	Decrease of \$1,700 relates to one agency combining with another.	
4442 Welfare	Increase of \$3,200 due to heating fuel and rentals/leases.	It was noted that the State is no longer providing funding in some instances as it has in the past.
4520 Parks & Recreation	Increase is due to \$5,000 returned to the budget for summer band concerts.	E. N. Small stated that this funding was not included in the 2011 budget due to a misunderstanding.
4550 Library	Increase of \$4,600 is due to health insurance, software upgrades, heating fuel, building maintenance and repairs and books and periodicals.	T. Samway, Old Stage Road, asked R. P. McDermott what the amount of this budget was at the time of his first year as Selectmen. The amount of \$151,000 was reported; \$161,300 is proposed for 2012.
4583 Patriotic Services	This budget line has been level funded.	
4611 Conservation Commission	A decrease of \$500 is, in part, due to not liming the hayfield at the Raspberry Farm in 2012.	
4711 Bond Principal	A decrease of \$30,000 is due to satisfying the bond for the Library in 2011.	Two bonds remain; conservation easement bond (2025) and road construction projects bond (2015). In response to T. Samway, Old Stage Road, it was reported that the remaining balance on the land easement bond is approximately \$2,600,000.
4721 Bond Interest	Decrease is due to satisfying the Library bond in 2011.	
4723 Interest on Tax Anticipation Notes	Level funded.	This line item is made available in case there is a need to borrow. Discussion took place with regard to the Town's efforts to not be in a position of a need to borrow. C. P. Graham stated that this line item is being kept in place in case there is a need and noted that employees work hard to keep from having to do so.

Board members introduced proposed money warrant articles as listed below, amount and purpose, and answered questions of the public.

Art. #	Proposed Money Warrant Articles	Comments/Questions
11	1,300 Heritage Commission	
12	1,000 Tercentenary Celebration Capital Reserve Fund	T. Samway, Old Stage Road, asked why these articles are not included in the budget. E. N. Small reported that if the funds were included in the budget, and went unspent in 2012, the money would be returned to the General Fund. In this manner, the funds are accumulated and spent for duties of the groups.
13	20,000 One time recognition of service to employees (benefits included)	B. Mutrie, Brown Road, asked how this money is to be divided. It was explained that a flat amount is planned for full-time employees and amount of 3% of wages for part-time employees earning more than \$5,000 a year based on base pay. L. Walker, Exeter Road, asked if this was intended as a bonus. C. P.

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Graham stated that the plan is to recognize employees as most have gone without step increases or cost of living adjustments for three years. He added that the one-time recognition does not add to base wages or increase steps. T. Samway, Old Stage Road, asked why this was not included in the budget and requested an explanation of the genesis of the article. E. N. Small stated that the amounts are not intended to add to base pay/wages and that there is no obligation to pay in the next year. R. P. McDermott stated that the Board is looking to provide a “thank you” to employees. In response to concern that the warrant article could be voted down, C. P. Graham stated that the matter should be a voter decision. B. Mutrie, Brown Road, noted that the additional pay is not based on merit and questioned whether it matters how well a job is done. R. P. McDermott stated the intent is a “thank you” for doing a great job. C. P. Graham stated that the Board discussed this and determined that it was not equipped with time or information to make distinctions between who was meritorious and who was not. He added that there is a plan to reorganize a compensation committee to address wages, benefits, etc.

14 1,500 Upgrading former selectmen’s office
(electrical, lighting, telephone)

Efforts have been made in 2011 to get the former Town Administrator’s office available to be used by the Assessor and other Town files and reference materials. This warrant article is to address the electrical, IT and telephone line needs.

15 20,000 Town Hall Building Capital Reserve
Fund

The Board reviewed the work completed with the 2011 warrant article funds with regard to the residing and window replacement at the front of the Town Hall. L. Smith, Member of the Town Improvement Committee, stated that a flyer outlining the Committees accomplishments and plans is being drafted for availability at the Deliberative Session.

16 5,000 Old Library Improvement Capital
Reserve Fund

17 19,000 Police Vehicle Capital Reserve Fund

It was noted that this is half-cost of a cruiser. A cruiser is not being purchased 2012. L. Smith, Old Stage Road, stated he felt this should be included in the budget in order to avoid the warrant article being voted down. S. Volpone, Batchelder Lane, noted that the Town will see costs in maintenance and repairs if cruiser replacement is not done on a regular basis. Discussion took place with regard to what happens to funds as part of the budget (returned if not spent)

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			versus a fund being established for a purpose by warrant article.
18	15,000	Police Four Wheel Drive Capital Reserve Fund	This warrant article represents one third of the cost of a replacement vehicle. R. Dirsa stated that this replacement vehicle is planned to be a special police package vehicle rather than a civilian model.
19	8,500	Extend Mezzanine in Fire Bays Capital Reserve Fund (two years)	Fire Chief J. M. Lord provided a brief explanation of the needs for this mezzanine space and distributed handouts with photos showing the intention of this renovation.
20	25,000	Fire Truck Capital Reserve Fund	
21	9,000	Replace 20 pagers for the Fire/Ambulance departments	
22	55,000	Highway Maintenance Capital Reserve Fund	
23	27,000	Mosquito Control Program	
24	6,000	Library Improvement Capital Reserve Fund	
25	20,000	Library Computer Automation & other Miscellaneous Improvements	This warrant article allows Library Trustees to spend money collected through donations in the past. There is no tax impact. T. Samway, Old Stage Road, inquired as to the manner in which money can be spent or made available. It was explained that State laws dictate the manner in which this is handled. T. Samway, Old Stage Road, stated that it would be worth verifying if the Board of Selectmen has the authority to spend in certain situations. E. N. Small stated that it is now required to include the agent who has the authority to spend in warrant articles which had not been done in the past and now needs to be identified.

2,612,700 TOTAL

(877,800) REVENUE AND OFFSETTING FUNDS

1,734,900 TO BE RAISED BY TAXES

S. Volpone, Batchelder Lane, asked if the Board had given consideration to add to the rainy day fund. C. P. Graham stated that the Board would not do so by warrant article and explained the manner in which amounts are determined. It was reported that the amount at present is \$215,000 and that the State recommends \$440,000; the Board is looking to get to an amount in the middle of these two amounts incrementally over a number of years. E. N. Small explained that the undesignated fund balance is determined by the auditors.

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An explanation of the contract terms of the winter road maintenance agreement was explained in response to K. Ayers', Nason Road, question. The cap amount of inches was increased to 71 inches for 2011-2012.

Hearing no further comments or questions, R. P. McDermott closed the public hearing at 8:46 p.m.

OTHER BUSINESS:

REVIEW OF THE TOWN WARRANT: E. N. Small distributed a copy of the 2012 warrant to Board members and asked that they review it and let him know of any concerns. He noted that he has one revision to make with regard to the spending of \$712 (page four); a fund created in 1987 called the Library Expansion Fund. Once a final draft is approved, it will be signed and posted. The Board has yet to assign warrant articles for presentation at the deliberative session and will do so next meeting.

E. N. Small reported that no citizens warrant articles were received by the deadline. He also stated that he would like the Board's authorization to encumber money for the termite extermination work needed at the Old Library.

MOTION: To encumber from 2011 funds the sum of \$2,000 to be applied to insect mitigation at the Old Library building.

**MOTION: C. P. GRAHAM
SECOND: M. KASPRZAK
UNANIMOUS**

R. P. McDermott requested that the matter of Selectmen's Policies review be added to the January 18 agenda.

MOTION: To adjourn the meeting at 8:55 p.m.

**MOTION: M. KASPRZAK
SECOND: C. P. GRAHAM
UNANIMOUS**