

BOARD OF SELECTMEN'S MEETING

February 27, 2002

7:00 PM – MUNICIPAL OFFICE BUILDING – HANOVER, NH

The meeting of the Board of Selectmen was called to order at 7:00 pm by the Chairman, Brian Walsh. Present were: Brian Walsh, Chairman; Katherine Connolly, Vice-Chairman; William Baschnagel; Judson Pierson; Julia Griffin, Town Manager; and members of the public.

1. PUBLIC COMMENT

Anne Morris, Chairperson of the Hanover Conservation Commission's Open Space Committee provided the Selectmen with a copy of a poster and brochure advertising the Committee's annual cycle for solicitation of land protection projects and promoting public awareness of conservation funds available for protection efforts.

2. 2nd BUDGET HEARING

TOWN PROPERTIES

Julia Griffin said the Town Properties portion of the budget provided funding for the utilities, building maintenance, cleaning (including supplies and materials), equipment leases and building equipment purchased for all of the various town properties except the Fire Stations and the Wastewater Treatment Plant.

Brian Walsh advised of Marilyn Black's question of line item 01-501-140, Buildings – Overtime Services. Ms. Black said the text requested \$7,412 and the budget asked for \$5,664. Ms. Griffin said the text had not been updated and the figure listed there was an error.

Brian Walsh advised of Marilyn Black's question of line item 01-501-600, Operations Supplies and Materials. Ms. Black questioned what supplies were furnished by the cleaners, what were furnished by the Town and if there was central purchasing for towels, toilet paper, etc. Pete Kulbacki, Director of Public Works said the cleaners provided the basic cleaning supplies and the Town provided all the paper products. Julia Griffin said Paul Jordan, Building Maintenance Superintendent did the central purchasing and distributed the supplies and their various costs to the different buildings.

Municipal Building

Julia Griffin said the only significant changes to the Municipal Building budget involved a 3.1% decrease in heating costs, \$4,500 proposed for new chairs in the Courtroom and Selectmen's Conference Room, and an 83.5% increase in telephone billing. Ms. Griffin explained the phone increase was due to a change in billing allocation due to utilization.

Brian Walsh asked to have the \$4,500 proposed for the chairs added to the list for further discussion.

Judson Pierson asked if a long-range maintenance schedule existed for painting and major repairs. Pete Kulbacki advised that Keith Southworth, Operations Analyst was in the process of putting together a comprehensive plan related to maintenance of equipment systems, roofs, furnaces, stairs, doors, windows, etc. Mr. Kulbacki anticipated the plan would be completed by the summer season and would include proposals to reserve funds for some of the more major projects.

Brian Walsh advised of Marilyn Black's question of where the funds were provided for all the new furniture purchased for the Town Hall during the current year. Julia Griffin said those funds were provided from line item 01-510-430, Repair and Maintenance.

Community Center

Julia Griffin said there was no substantial change to the Community Center budget from the previous year's budget.

Richard Hauger Public Works Facility

Julia Griffin advised of the minor decrease in the new Richard Hauger Public Works Facility budget from the previous year's budget. Ms. Griffin said \$2,500 proposed in line item 01-521-700, Building Equipment was to connect an old generator to the Public Works Facility for emergency services. William Baschnagel asked how much of the building would be powered by the generator. Pete Kulbacki said the intent was to power the fuel services for the Town's fleet, communication system and a small portion of the building. Brian Walsh questioned which buildings in town had emergency power generation. Mr. Kulbacki said the Fire and Police Stations, the Wastewater Treatment Plant, all of the pump stations and part of the Municipal Building had emergency power generation; the Public Works Facility had temporary service.

Katherine Connolly questioned the \$5,070 spent year to date in line item 01-521-430, Repair and Maintenance as only \$2,300 was budgeted in FY 2002. Julia Griffin advised that the EPA had been fining municipal public works departments nationwide in an attempt to get municipalities to conform to EPA regulations. Ms. Griffin said the Town hired Novas Engineering to conduct an EPA motivated audit of the Richard Hauger Public Works Facility. The money spent for this line item paid for the few changes that needed to be implemented for that building to meet those standards.

Kim Perez from Etna questioned what efforts the Town had made to make their buildings efficient in terms of electricity and heating uses. Julia Griffin said Granite State Electric had conducted energy audits of all of the Town's buildings 2 years ago. Ms. Griffin said all of the recommendations made from the audit were implemented. Pete Kulbacki said

due to the size of many of the buildings there was not much the Town could do short of major projects. Mr. Kulbacki said the large cost increases associated with heating were not related to increased consumption but increased fuel costs. Julia Griffin advised of Bill Mathieu's, Water and Wastewater Treatment Superintendent efforts related to the electricity usages at the Wastewater Treatment Plant that saved \$35,000 per year in electric utility costs.

Highway Garage #2

Julia Griffin said heat was cut out of this budget as the shed was going to be used for cold storage only. Ms. Griffin said electricity was there for use of lights if night access was needed.

Howe Library

Julia Griffin said there was not a significant change to the Howe Library building budget this year. Brian Walsh advised of Marilyn Black's question on line item 01-530-430, Repair and Maintenance. Ms. Black asked if it was wise to hold off on maintenance when it was not known when a new building would be coming. Ms. Griffin said if it were known that the building was not going to change at all recommendations would be made for more major reinvestments relative to lighting, HVAC, bathrooms, etc. Ms. Griffin said repair needs were prioritized from building walkthroughs and from discussions with the departments.

Judson Pierson questioned why nothing was budgeted for line item 01-530-900, Charges to MIS. Betsy McClain, Director of Administrative Services said there was no actual charge for the work done to have the library hardwired to the Internet but that it was built into a budget as a charge from MIS in error last year. Ms. McClain said what was shown was the allocation of anticipated charges that would be swapped out within the General Fund.

Mr. Walsh said Ms. Black also questioned where the costs for trash removal were listed. Pete Kulbacki said trash removal was included in a cleaning contract listed under line item 01-530-490, Contracted Services.

Etna Library

Julia Griffin said \$1,700 was proposed for line item 01-540-430, Repair and Maintenance to replace carpeting and to brace the floor in the cellar.

Cemeteries

Julia Griffin said the cemetery line items funded the electricity, water, monument restoration, grave stone repair and miscellaneous landscaping costs.

Ed Chamberlain of Hanover Center noticed that the picket fences had disappeared from both the Hanover Center Cemetery and the Etna Cemetery. Mr. Chamberlain questioned if it was an economic measure that the Town decided to no longer maintain these picket fences. Julia Griffin said she would consult with William Desch, Urban Forester/Grounds Superintendent as to the missing fences. Brian Walsh asked that this be put on the list.

Boat Landing

Julia Griffin said funding associated with this budget was for trash removal and portable toilet rental. Ms. Griffin noted the amount of trash that was being deposited at the boat landing and the ongoing debate of whether to remove the dumpster at the location or not. Brian Walsh asked that the trash issue be added to the list.

Police Facility

Brian Walsh asked of the proposed funding for HVAC repair in line item 01-570-700, Building Equipment. Julia Griffin said the air-conditioning contractor who had wrestled with this system over the last 3 or 4 years recommended replacing the control for the system at a cost of \$12,500.

William Baschnagel questioned why there were no charges for telephone service to the police. Julia Griffin said those services would appear in the dispatch section as the charges were allocated to all the communities that Hanover dispatched for including a portion for Hanover itself.

Brian Walsh advised of Marilyn Black's question of line item 01-570-412, Water. Ms. Black asked if the 15.2% decrease reflected the water increase. Pete Kulbacki advised that the figures budgeted for FY 2002 were high in anticipation of the water rate increase.

PLANNING AND ZONING

Julia Griffin advised of a proposal on the Wish List for a Rental House Inspection Program. Ms. Griffin said Jonathan Edwards, Director of Planning and Zoning and Ryan Borkowski, Building Inspector in consultation with the Fire Department and Barry Cox, Human Resources Director developed a proposal to add a position that would initially be funded by the General Fund but would ultimately pay for itself through the fees that would be charged for the program.

Julia Griffin said the only significant change in the proposed Planning and Zoning budget from the previous year was the 50.1% increase in line item 01-181-500, Other Services for printing copies of the updated Master Plan. Brian Walsh advised of Marilyn Black's questions of how many copies would be printed and who would receive those copies. Jonathan Edwards estimated the cost of 200 copies to be \$7,500. Mr. Edwards said those copies would be made available to the public for free.

Brian Walsh advised of Marilyn Black's question of the 10.7% increase to line item 01-092-250, Building Permits. Jonathan Edwards said the increase was primarily related to the West Wheelock Street garage and North Campus projects. Mr. Edwards noted the amount of private home construction receiving permits and said the building permit applications for the current year were already increasing.

Mr. Walsh said Ms. Black also questioned why the CORSIM study listed in line item 01-181-300, Professional Services was not included in the Parking budget. Jonathan Edwards said the Planning and Zoning budget had traditionally paid for the biannual town wide traffic study and the CORSIM study was very similar to that. Mr. Edwards said traffic modeling, studies and demand had traditionally been a planning function.

Mr. Walsh said Ms. Black also questioned line item 01-181-400, Property Services and why there was not a maintenance contract for the copier. Julia Griffin said the \$3,500 listed was the total cost for the lease and maintenance.

Judson Pierson questioned how the \$10,416 fee for membership to the Upper Valley Lake Sunapee Regional Planning Commission was determined. Jonathan Edwards said it was driven by census population at a charge of \$.95 per head.

Jonathan Edwards advised of an error listed in the FY 2000-2001 Performance Indicators relative to the Average Value of Building Permits Issued. The table shown indicated the permit values zeroed out in FY 2001 but the actual average value for FY 2001 was \$148,990. Mr. Edwards said the fluctuating values reflected the College's construction projects, which tended to be few and large.

Conservation Commission

Julia Griffin said the Conservation Commission budget was always challenging to understand, as funds were not transferred from the Land Use Change Tax to the Conservation Fund and the Land and Capital Improvements Fund until after the yearly audit. Ms. Griffin said figures listed reflected the anticipated revenue coming in from the Land Use Change Tax. Ms. Griffin said line item 01-900-905, Non-Personnel Costs Transfer to Conservation Fund reflected the split from the previous 12 months completed and audited.

Brian Walsh thought it would be interesting to watch the sources and uses trends over a 5-year period due to the timing lag between the budget and the funds transfer. William Baschnagel asked that a breakdown of the sources and uses be provided with the fund balances.

Anne Morris asked if interest accrued over the 18 months the funds remained in the Land Use Change Tax and where that interest was applied. Betsy McClain said while the money sat in a designated reserve balance, prior to being transferred to the two reserve accounts, short-term interest accrued in the unallocated portion of the budget.

David Minsk of the Conservation Commission asked that Hanover consider devoting the entire Land Use Change Tax to the Conservation Fund. Mr. Minsk said development pressures were continuing in Hanover and property was often taken out of circulation, developed and no longer available for conservation or protection. Ed Chamberlain explained that the Commission had identified a large number of properties to be protected. Mr. Chamberlain said the Conservation Council submitted a proposal to the State for LCHIP funding for 6 parcels. That funding did not come forward and only 1 of the 6 parcels had been protected. Mr. Chamberlain hoped a greater portion of the Land Use Change Tax could be transferred into the Conservation Fund in future years to help with these efforts. Judson Pierson asked how much money was in the fund. Anne Morris advised the fund balance was at \$372,000 of which \$23,054 was obligated.

Anne Morris spoke of the \$1,200 proposed for Geological Mapping that was currently included on the Wish List. Ms. Morris said the Conservation Commission and Planning Board had met with the State Geologist to discuss ground water resources, as this information would be most useful for the Master Plan update when determining where to intensify development in the as yet undeveloped parts of town. Ms. Morris said a federal program would provide half of the cost for the project and ideally the State was to pay for the other half but cannot. Ms. Morris said Vicki Smith had been instructed to write a letter to the State Geologist stating that the Town would contribute the \$1,200 necessary to have the mapping done on the Hanover share of the Canaan Quadrangle. Ms. Morris said to see that funding go onto the Wish List seemed shortsighted in light of the upcoming drought. Jonathan Edwards added that the College was committed to contributing \$3,000 to this same effort if the Town could come up with the \$1,200. Ms. Morris suggested the geological mapping for basic water supply for the future of the town should be of much greater interest to the Selectmen than the color of meeting room chairs.

Brian Walsh advised that the Selectmen had seen the opportunity the State was giving the Town to fund what should legitimately be State expenses in the area of Social Service Agencies. Mr. Walsh said it was interesting to see in the conservation area the State was also creating opportunities for the Town to contribute to the State in new ways.

Kim Perez advised of similar concerns expressed at a League of Women Voters' Natural Resource Committee meeting relative to the drought and water shortage in Town. Ms. Perez believed the attendees of that meeting would have appeared before the Board of Selectmen to show support for this cause had they known the funding had been moved to the Wish List.

Brian Walsh asked to have the \$1,200 on the list. Mr. Walsh said if the commitment was made the Town should cover the \$1,200 in this year's budget.

ETNA LIBRARY

Julia Griffin said the only change that contributed to the increased expenditure was a slight reallocation in the librarian's part-time and full-time hours with more hours proposed for the assistant than the full-time staff.

Brian Walsh questioned what caused the increased circulation and patron numbers from 1997 to 1998 shown on the Performance Indicators. Marlene McGonigle, Director of the Howe Library believed the increase was related to installation of the automated system, which allows the Etna and Howe Libraries to share information.

Judson Pierson questioned how the libraries worked in relationship to the Town budget and how the Etna and Howe Libraries differed. Julia Griffin said both libraries were governed by board of trustees. The Etna Trustees were elected at Town Meeting; the Howe Trustees were elected by the Howe Corporation at their annual meeting. Ms. Griffin said the Etna Library did not have a large endowment and the trustees were working only with the funds provided by the Town whereas the Howe Library through the Howe Corporation had its own funds. Ms. Griffin said there were State statutes that applied specifically to library trustees that outline their roles. Ms. Griffin said there were both functional and statutory issues that differentiated the two libraries but also some community reasons why the Etna Library was very much separate from the Howe Library. Ms. Griffin said operationally over the last decade, automation had allowed the two libraries to work together in many ways including purchasing and ordering books.

Judson Pierson asked if the Etna Library were open more hours if patrons or circulation would increase. Barbara Prince, the Etna Librarian, said the current operating hours had caused confusion for many of the local people as the library is open 10:00 am to 2:00 pm two days a week and 2:00 pm to 7:00 pm two other days a week. William Baschnagel questioned if volunteers still came in to keep the library open in the evenings. Ms. Prince said the volunteers covered the Saturday shifts, 10:00 am to 12:00 pm. Mr. Baschnagel said from a community perspective it would be great to use the Etna Library as a nucleus to trying to revitalize a sense of community there.

Judson Pierson asked if the Etna Library was used for community activities. Ms. Prince advised of toddlers' and preschoolers' programs held at the library weekly as well as an adult reading programs held monthly. William Baschnagel questioned if the library was used for public meetings. Ms. Prince said the library was still available to be used in that manner.

HOWE LIBRARY

Julia Griffin said the bottom line for the Howe Library budget reflected a very minor increase in total expenditure of 3.4% that was lightly sprinkled throughout the budget.

Ms. Griffin said a somewhat conservative estimate of \$14,000 was proposed for fines as the Howe's Trustees Non-Resident Fee Committee had suggested that raising the non-resident fees would probably have a negative impact on the actual amount of revenue. Ms. Griffin said coin copier use was down in part because many tax forms were now available on the Internet.

Brian Walsh advised of Marilyn Black's question of line item 01-252-400, Administration Property Services. Ms. Black asked to have costs listed for all of the copiers in Town. Betsy McClain said she would make that information available to the Selectmen at the next budget hearing.

Administration

Julia Griffin said the bulk of the library's expenditure was related to staff and book costs. William Baschnagel questioned if it would be worthwhile to include the contribution of the Howe Corporation against the operating budget. Ms. Griffin said copies of the Howe's budget that was approved by the Howe Corporation were provided to the Selectmen. Brian Walsh spoke of a 1-page summary of comparison of the two contributors and asked to have that added to the Performance Indicators of the following year's budget. Ms. Griffin advised that the Howe Corporation budget was reviewed after the Town's budget so the numbers provided would be retrospective. Judson Pierson asked if it was possible to link the Town's commitment to the building and library as one. Ms. Griffin said it helped staff internally to budget Town property expenses but that a composite sheet showing the total expenses of both the operating budget and the building maintenance budget could be provided.

Brian Walsh advised of Marilyn Black's questions of line item 01-254-117, Public Service Substitutes. Ms. Black questioned if regular staff filled these hours, if so at what rate, if increasing staff hours a couple of hours a week would increase or keep the costs the same. Marlene McGonigle said because the library was open 56 hours a week it was important to have a very flexible staff. Ms. McGonigle said this line item reflected the regular staff's hours, as they have to be trained in the system. Ms. McGonigle said the figure was probably a little high due to personnel policy revisions effective July 1, 2002 related to time and a half being given for Howe staff that worked on Sundays and holidays.

William Baschnagel questioned the 12.1% increase to line item 01-253-115, Part-time Tech Services. Betsy McClain advised of an error made to this line item and to its counterpart, 01-254-115, Public Services Part-Time. Ms. McClain said the correct figure for Tech Services should read \$45,842 and Public Services Part-Time should read \$176,053.

William Baschnagel asked where the Innovative maintenance contract listed in line item 01-253-905, Technical Services Charges from MIS showed up in the previous year's

budget. Betsy McClain said she would research this and have the information available at the next budget hearing.

Brian Walsh advised of Marilyn Black's question of line item 01-253-960, Technical Services Capital Reserve. Ms. Black said something should be added to this line in case the building project was put on hold. Mr. Walsh asked to have this added to the list.

Brian Walsh questioned the \$21,800 paid to Innovative annually for an operating license. Mr. Walsh acknowledged the pace of advances in software technology but did not believe the library needed to be saving for changes at a rate of \$100,000 every 5 years when the Howe Corporations' and Towns' contributions were added together. Julia Griffin shared in his concerns and explained that was why she put that funding on the Wish List. Ms. Griffin said from the library staff perspective their feeling was that the Town should be reserving for computer upgrades as it does for replacements of dump trucks.

William Baschnagel thought the software in question was outrageously expensive and said he would rather pay a Dartmouth Computer Sciences graduate student to build and maintain a custom system that would do exactly what the library staff wanted. Marlene McGonigle said the software system was expensive but outstanding. Brian Walsh believed the Town's contract with Innovative should reflect the Town's \$21,000 per year fee as covering future upgrades. Ms. McGonigle did not think Innovative was looking to give the library a totally new system any time soon but would work to support this system for the future. Julia Griffin said software was one area of the budget that caused the biggest frustration, as the Town was so dependent on it.

Brian Walsh advised of Marilyn Black's question related to Performance Indicators. Ms. Black questioned if there was any explanation as to why the attendance numbers were dropping. Marlene McGonigle said relative to attendance for library-sponsored programs the decrease resulted from the big boost that attended the Centennial Celebration. Julia Griffin advised of parking complications associated with the construction of the parking facility that kept many patrons from visiting the library.

Judson Pierson asked of the decrease in volunteer hours. Ellen Lynch, the Volunteer Coordinator believed that was related to a demographic shift of the volunteer corp. Ms. Lynch said many of the older volunteers were finding that they did not have as many hours to devote and the younger people were joining the workforce as opposed to volunteering. Mr. Pierson asked how this affected the paid staff. Ms. Lynch said some of the tasks have changed, such as a greeter position that used to be held by a volunteer and was now no longer needed. Ms. Lynch said many volunteer hours were not counted per State regulations such as trustee hours, trustee committee hours and programming hours.

Katherine Connolly asked that 2 Performance Indicators be completed with one excluding the College students.

Judson Pierson thought the Performance Indicators by population indicated a decrease in activity and the operating budget showed an increase in dollars. Julia Griffin pointed out that on-line services increased significantly and that to simply look in terms of book circulation was not necessarily an accurate indicator of the level of activity happening in a library.

PARKING FUND

Julia Griffin said the Parking Fund was in great shape. Ms. Griffin pointed out the proposed \$380,000 for line item 07-093-310, Metered Parking Revenue as being a conservative when compared to the \$407,276 collected in FY 2001 and the year to date amount collected at \$250,800. Ms. Griffin said the proposed figures for line items 07-093-320, Parking Fine Revenue and 07-093-330, Permit Parking were probably also conservative.

Ms. Griffin found line item 07-091-106, Parking Facility Tax Increment Financing District Tax to be the most interesting. Ms. Griffin said the year to date figure of \$140,847 was \$55,000 higher than the original proforma based on what was happening in the 7 Lebanon Street facility. Brian Walsh disagreed. Mr. Walsh clearly remembered those funds were to be returned to the General Fund. There was no set of reasonable usage numbers or fee numbers that came together short of leasing the entire garage, which did not make sense in terms of what the Town was trying to achieve. Mr. Walsh said the thought of the TIF to close the deal came up. Julia Griffin said she would review documentation of the original discussion and check the statutory mechanics of TIF's in terms of when a TIF generates more tax than what was projected, if the General Fund could simply be reimbursed or restored that overage to the General Fund and if it needed to be split between municipal, school and county.

Ms. Griffin said as she looked at this scenario she saw two other options: Lowering the parking district tax or paying the bond off faster by accelerating the bond payments.

William Baschnagel questioned if the \$75,000 listed for line item 07-093-352, Parking Facility Parking Deficit Fee was the payment from Dartmouth for the spaces they leased at the facility. Betsy McClain affirmed.

Katherine Connolly questioned the 38.2% decrease of line item 07-093-331, Parking Facility Permit Parking as the number of permit parking spaces had been increased. Julia Griffin said the figures listed for FY 2002 were overestimated.

Katherine Connolly questioned if consideration was given to raising permit parking fees other than in the parking facility. William Baschnagel said the Parking Transportation Board needed to review the entire fee schedule and recommended changes and suggested a rate increase should not be done as part of the budget proposal but as a review of the fee schedule. Julia Griffin said the effects of the Town were to lose the Thompson Arena Parking were unknown at this point. Brian Walsh understood that if Thompson Arena

became unavailable there would be a major operating problem but said relative to the budget, the budget should be neutral. Mr. Baschnagel did not necessarily agree with that. Mr. Baschnagel said a budget neutral decision could be created that would probably impact the level of service. Brian Walsh questioned the additional impact to the high school and Coop that currently rent over half of the Thompson Arena spaces from the Town. Mr. Walsh questioned if the Town would have to consider as they have been providing that opportunity, if it becomes their responsibility to be the wholesaler or not.

William Baschnagel advised of Marilyn Black's question of line item 07-110-140, Enforcement – Overtime. Ms. Black said Saturday enforcement should be a function of a regular schedule. Patrick O'Neill, the parking supervisor, said the wording for the narrative portion was misleading. Mr. O'Neill said Mark Caruso covered Saturdays as part of his regular work schedule but that when Mr. Caruso could not work on Saturday overtime was paid to have that shift covered.

Mr. Baschnagel said Ms. Black also questioned line item 07-110-300, Enforcement Professional Services. Ms. Black believed the amount proposed should increase to cover the number of new employees added to the department. Mr. O'Neill said the parking facility staff had been offered the opportunity to use professional laundering of their uniforms but they preferred to launder them themselves. Mr. O'Neill said the \$1,100 proposed was related to the current parking enforcement staff laundry only.

Julia Griffin suggested this historic moment be recorded that at 9:30 pm on February 27, 2002 Marilyn Black suggested more money should be spent on laundering uniforms.

William Baschnagel advised of Ms. Black's question of line item 07-110-600, Enforcement Supplies and Materials. Ms. Black suggested the \$1,700 for uniforms should be increased. Mr. O'Neill said the last few years had included more purchases to outfit the new staff at the facility. Mr. O'Neill did not believe those costs would increase as the new items purchased should last for a few years.

Mr. Baschnagel said Ms. Black's last question involved the shuttle service contract listed in line item 07-210-490, Peripheral Parking and Transportation Shuttle Service Contract. Ms. Black said the 19.3% was up almost \$40,000 and asked that a breakdown be provided of what that paid for. Julia Griffin advised that the Advanced Transit transfer of \$32,000 had been added to this line item. Mr. Baschnagel suggested the title be changed to AT Services.

Katherine Connolly pointed out the obscene amount of money (\$64, 948) the Town was paying to rent private parking spaces listed in line item 07-110-440, Enforcement Lot Rentals. Julia Griffin advised those funds paid for the upper level of the Fleet deck, the HSD lot and the Redpath Lot. Betsy McClain said that also included the taxes on the walkway between Molly's and Town Hall. Ms. Griffin said the position had been that the high cost of renting the HSD lot and the Fleet deck spaces was that those spaces were highly convenient to downtown and if the Town was not to lease them chances are they

would be leased to private parkers. Brian Walsh remained persuaded that giving the Town the ability to manage the system was very valuable.

William Baschnagel suggested the enforcement charges associated with removing cars for snow plowing be charged to the snow removal budget instead of the parking budget.

William Baschnagel said of line item 07-310-730, Parking Facility Facility Improvements that he thought whatever was not spent of the \$50,000 budgeted would be rolled into a Capital Reserve Fund. Julia Griffin said the intention was to budget money for improvements that might be required throughout the year. If the money was not used it could be rolled forward into a capital reserve for the facility. Brian Walsh suggested a line item be added for reserve of the facility similar to equipment reserves in other budgets.

REVISED SCHEDULE

Julia Griffin reviewed the revised budget hearing schedule with the Selectmen. Brian Walsh expressed concern that usually at this point of the budget review process the Selectmen have found measurable dollars to put up against the Wish List and either potential cuts or potential new sources of revenue. Mr. Walsh said considering where the review process was at the Selectmen had only found \$5,000 to \$10,000. Mr. Walsh asked Ms. Griffin to provide the Selectmen with a list of the potential top 10 items to be cut if needed and a revised Wish List.

3. ADMINISTRATIVE REPORTS

There were no administrative reports given.

4. SELECTMEN'S REPORTS

Katherine Connolly

Ms. Connolly said the Planning Board was still reviewing zoning amendments and was making progress particularly with the downtown amendments proposed from the Downtown Visioning Committee.

Ms. Connolly reminded the Selectmen of the Dresden School District meeting scheduled for the following evening.

Judson Pierson

Mr. Pierson did not have anything to report.

William Baschnagel

Mr. Baschnagel did not have anything to report.

Brian Walsh

Mr. Walsh did not have anything to report.

5. OLD BUSINESS

There was no old business discussed.

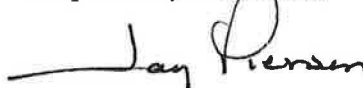
6. ADJOURNMENT

Katherine Connolly MADE THE MOTION to adjourn the meeting. Judson Pierson SECONDED THE MOTION. THE SELECTMEN VOTED UNANIMOUSLY TO ADJOURN THE MEETING AT 9:55 PM.

SUMMARY

- 1. Katherine Connolly MADE THE MOTION to adjourn the meeting. Judson Pierson SECONDED THE MOTION. THE SELECTMEN VOTED UNANIMOUSLY TO ADJOURN THE MEETING AT 9:55 PM.**

Respectfully submitted,



Jay Pierson, Secretary

These minutes were transcribed by Beth Rivard.