

**Unofficial
As of 2/1/09**

**BUDGET COMMITTEE MEETING
WORKSHOP
MINUTES
35 Main Street
Saturday, January 31, 2009**

CALL TO ORDER

Chairman Pieroni called the meeting to order at 9:05 am.

ATTENDANCE

Chairman J. Pieroni, J. Danforth, B. Gahara, K. Hughes, N. Comai, M. Miville, D. Argo, D. Pearl, JR Ouellette, and S. Doyon.

Staff: C. Granfield, Interim Town Administrator, C. Soucie, Finance Director

J. Danforth motioned to accept the municipal budget as presented. Seconded by N. Comai.

Vote unanimously in favor

2009-2010 Budget

J. Pieroni: This is the Budget Committee's budget with money and a purpose. We need to disclose all purposes and amounts at the Hearing on March 5th. If there is a need to spend in 2009-2010, it must be disclosed.

Overview

B. Gahara thanked all departments for their work in preparing their budgets. The Council did minimal work to reduce the cost. The Council agreed that the departments held the cost down in spite of the fuel. The Council's goal was to come in at 2.5% above last year and the Council is pleased with the results.

C. Granfield: The Council's budget reflects a 3.1% increase, which includes a favorable insurance reduction. In the area of personnel, there are no new positions. There is a modification to the maintenance position with the elimination of a floater. We have locked in with the state for fuel prices and reduced the budget accordingly. The diesel didn't get locked in until after the council review. It is actually 2.65 and we used 3.00. This will affect Fire, Highway, and Solid Waste with \$15,000 savings. The benefits are in each department per GASB. There was a lot of discussion regarding facilities and maintenance. The council left the maintenance and they adopted a warrant for \$100,000 to address those building issues particularly at the Safety Center.

Departments

Community Development

J. Duffy distributed a chart of the activity of the Planning Board. The activity level for 2008 was less than 2006 and 2007. The economy has taken a down turn, however the Community Development has not experienced a slow turn. One reason is the developers want to get their approvals so that when the economy picks up they are ready.

The activity level with revenue for the 6 months (July – December) the department collected \$13,000 and the projection is \$30,000 and we are a little less than 50% through the year. Even though we pay out from our budget for those expenses we take in revenue, which goes into the General Fund.

We are only \$486.00 higher than the 08-09 budget. We are under 2.5% increase, which was the goal. We tried to look at the expenses from last year. GIS is lower because we had a contract

with CDM who put together our GIS Internet based website to host the server and they charged \$2400 per year yet we were never invoiced. This year they changed their software and we had to sign an actual contract, which went up \$100, and we will have to pay that invoice this year. We have a few projects under professional services in mind for next year and some grants from the CTAP for the I93 widening. We have not decided on which projects to go forward with. It will be based on what money is available.

1. Route 3A management plan to develop a new zone or access management to decrease curb cuts.
2. The Village Zoning. We formed a committee to look at a new mixed-use zone.
3. A meeting was held with Developers and a complaint raised was it was difficult to get through the application process. We want to put together a development guide, which will be on the web to help the business people.
4. Web site finder: A components of the new system is the site finder which goes on the web site in Economic Development to help developers to click on and see the potential land that could be developed; not necessarily for sale, but what is available and what the infrastructure is there. Out of State people could look at the website and see potential properties. This would simplify their search.

N. Comai: With all the Internet work, why is the postage line so high?

J. Duffy: Ninety percent of the postage line is to notify abutters for applications. Even if there is more than one hearing, we need to renotify in many cases. These are all sent out by certified mail at \$5.32 per item. The applicant pays but it goes into revenue. The other cost is Planning Board packets, which go out twice a month.

M. Miville: What is done for Old Home Day under training?

J. Duffy: This was the first year we did something for Old Home Day. We got our consulting engineer to donate items. We had an informational booth for the community.

M. Miville: What is the travel line?

J. Duffy: The Planning Board members get \$200 per year and alternates get \$100. It is for their travel time. This is also for staff travel to record plans and attend meetings.

N. Comai: What is being done with The Master Plan?

J. Duffy: The Master Plan line was originally several thousand dollars. It is a placeholder if we need to expend during the year. We have a warrant this year to put money aside to update the Master Plan, which is five (5) years old. The State recommends updating the Master Plan every 7-8 years. We have a contract with SNHPC to do work and as part of that job; they are updating the Economic Development section of that plan. If we put money aside, we can update in pieces. We now have no funds.

D. Argo: What is the overtime line?

J. Duffy: \$7238. is in the budget for the planning coordinator to attend night meetings for Planning Board.

JR Ouellette: Professional services; is that Stantec?

J. Duffy: Some was for Camp Dresser Magee and SNPC. There was \$5000 encumbered for drainage for Beauchesne and \$5000 for miscellaneous Town work. We had a fairly good meeting with developers this summer and we asked what could make things better and they said we have someone in house rather than hiring a consultant. We met with Council and thought there would be something included in the budget. The only thing we came

up with was to ask the Budget Committee to put forth a warrant article to hire an engineer either contracted or part time.

J. Pieroni: We have no authority to present warrant articles. We can only act on articles brought forth by the Council so it would be a mute point.

J. Duffy: I've been trying to convince the town this is something they need.

Warrant Articles:

Town Master Plan - \$10,000 – for future updates that go into a fund that would be managed by the Town Administrator.

K. Hughes: What is the cost to update?

J. Duffy: \$60,000 for the entire update. Last time we didn't give it to a consultant. We had input from the community and then gave it to a consultant to finalize. If you had a consultant do the entire plan it would be closer to \$75,000.

J. Pieroni: Why do we need this update. What is the benefit to the Town?

J. Duffy: If there is no current information, it is of no value to the land use committees. This is a guide to plan the Town. If you don't have a Master Plan, you can't do the CIP and without the guidance document for the 6-year plan, you are just out there. It is like the Planning Board's bible.

The last time the Master Plan was update was in 2004. We are not required, but it is suggested that you update the plan in 5-8 years.

Road Impact Warrant

The Town collects roadway impact fees from developers and the Town is divided into three (3) sections for this purpose. When the monies are collected, they must be used in the area they are collected. We don't have a plan on how to use these funds. Most of our roads are State roads and we aren't supposed to use town money on State roads. Our attorney has interpreted that legislation to say we can use that money in the intersections and there is legislation to change to say we can use the money for the roads. We have a contract with Stantec to look at the impact of all the intersections. There were 30 identified that need improvement. This was supposed to be a 3-year plan. Last year this was in the budget and passed to have 12 intersections done and what work is needed and at what cost. That will assist the Highway to budget. These impact funds can be held for only six (6) years. The longer we delay, the higher the chance we will have to return that money. We are asking for the second phase in this warrant article. We are about to receive the first study, which will be sent to the Planning Board. Even though we use the impact fee money, we also need to use Town money and pay our fair share of those improvements. We have collected \$700,000 so far of which most has been collected from Wal-Mart and Lowes and those can be kept for 10 years.

Solid Waste- D. Boyce

The Budget Committee can reduce solid waste by \$3360.00 due to fuel.

D. Boyce: I am looking to get a contract to match the state's contract. We have a tank that the State won't deliver to. We are looking for a company to deliver at the same cost. We don't have any increases with the exception of the merit raises from last year's warrant and the fuel itself.

Highway and Parks

Dale Hemeon

The Highway budget can be reduced \$8640 and \$1015 for Park and Rec. for fuel.

The increases are rental because we added 3 new radios. We couldn't meet the 2.5% without cutting paving. The Council didn't want to cut paving so we are above the 2.5%. Of our salt line, this year, we are \$85,000 expended. Last year we had a record 30 storms and we are only 3 storms behind where we were last year.

B. Gahara: We, as a Council, wanted to give him more money, if possible, for paving, which we didn't have. So we were supportive of what the highway is trying to do based on the storms. Salt went from \$33 to \$58 per ton.

In addition to the increase in cost, we have seen an increase in roads. We have increased from 23 miles of road to 80 miles of road.

J. Pieroni: Is there impact fees for highway and trucks?

D. Hemeon: No but I have hit up developers for trucks. I have four (4) developers paying for four (4) years of a sweeper. MS&G will be paying for a truck for the Town.

J. Duffy: You can't have an impact fee for vehicles because impact fees are only for capital impact.

D. Hemeon: If we had to go to the State shed, by the turnpike; they are often out of gas. If we need to go to the next closest station, which is in Londonderry, it is considerably further. Anyone in the State utilizes these pumps. The tank that Diane has is a considerable timesaver.

D. Argo: The resurfacing department request at \$220,000 and the administrator recommended \$198,000 and then Council increased that number.

C. Granfield: When I reviewed the budget with Dale, we made reduction based on snow plowing trips. The Council didn't want things to deteriorate so they added funds back in.

B. Gahara: There were five (5) roads being targeted (Smyth Road, S. Bow, Bicentennial...) which are need of repair.

D. Hemeon: These roads are lengthy roads and would take three (3) years to base coat and then the fourth year for the finish coat.

D. Argo: Those funds were air marked for paving?

B. Gahara: Yes, if we don't have to dip into it for winter maintenance.

J. Pieroni asked for numbers on the increase in roads and the increase in costs. That would be beneficial to get out to the voters. If people see the graphics, it would help.

M. Miville: Why do we never have a warrant article for the paving if it is such a priority rather than a truck?

D. Hemeon: The Council needs to decide if they want a warrant article.

J. Pieroni: In the budget, we can use this money for salt if needed. In a warrant article, you can only use it for paving.

JR Ouellette: In road maintenance there is a substantial increase in wages?

D. Hemeon: We always budget for 15 storms, now we have in for 25 storms, which is for overtime.

N. Comai: Why not hire another employee rather than pay overtime.

D. Hemeon: I asked for another employee last year but I didn't think this would be the year to request more personnel. The goal is if we get this truck and the truck from MS&G, we could get another person next year.

Warrant Articles

Plow truck - \$130,000.

D. Hemeon: Last year we paid \$127,000. This is an estimate. Next year, due to emission changes, cost will increase \$10,000, that is why it is wise to buy this year. This is to replace (H6) which is a 2000 vehicle. I run all trucks until they no longer run. The transmission in this truck has gone twice. They are constantly in need of repair. Alternative fuels are not available in the big trucks. We have looked at that and International is making one now for that purpose.

Martin's Ferry Bridge - \$64,000.

Last season, the wing wall that ties on to the bridge needed repair for \$30,000. The other side, which is longer, will need to be repaired. We need to fix that this year. This is an old box culvert made from granite stone. This other side is twice as long, so it will cost double. We asked for \$60,000 and the CIP added \$4000 to buy a piece of land to take a 90% turn out of that corner which we can purchase for \$4,000. The State is in charge of all bridges but we can apply for an 80/20 grant. The State put a new deck in 1994 but the State inspectors came and suggested we put it on the State replacement list. It is the Town's responsibility to maintain this. We have applied for FEMA and there is a chance we will get some money for this.

C. Soucie: The cost of the land has nothing to do with this warrant. You don't need to go to the warrant to buy property. To get that good price, you don't want to wait for this article. The purchase of the land has nothing to do with this article. The \$4000 was added at CIP but Council was going to adjust it but Dale doesn't know the true cost of the repair so it was left in at \$64,000 but not for the land.

Capital Purchase – \$100,000 for two vehicles

This is in the budget number. We have a number of 1995 and 1996 pick-ups and one tons that are rotted. One is a ton and half and it is better than the one ton. The pick-ups are not crew cabs and we would like the large cabs to get more guys in them. If it is in the budget, it will be in the default budget.

The total % increase for highway is 11.4%

Parks and Rec

We are under 2.5% for this budget. The adjustments were made for gas and one mower was removed.

Fun In the Sun is now a revolving account.

The mower that was cut will need to be replaced within a year.

It takes the mowing crew 8 days to do a cycle. We cut all buildings, schools, and cemeteries. We don't do Underhill. We also have new fields, including Peterbrook and 18 acres just at Cawley.

The new mowers are laser and they are more time efficient.

I have three (3) employees and a fourth part time position for the summer, which was not hired last year. My plan is to hire the part time position this summer.

Wage increase is for storms. All Park and Rec employees plow storms in the winter.

C. Granfield: We were discussing shifting that back into the Highway budget. We wanted to shift back to the way it use to be. There has been discussion to reflect more clearly.

Those increases should be reflected in the Highway Department rather than the Parks department. If the shift were made back to highway, it would increase to \$483,000 for road

maintenance. It makes more sense to have the department as public works with divisions for highway and parks.

C. Soucie: You would have to break down the departments for the State. They are now misclassified.

M. Miville noted that Old Home Day fireworks are budgeted in Park and Rec.

D. Hemeon: That was budgeted last year but the Council chose to not expend the funds.

JR Ouellette: Do you do all vehicle maintenance?

D. Hemeon: We do all vehicle maintenance with the exception of police because they are not certified to do this work. We could get those certifications if that is the direction we want to go. The Police have different criteria and require certified mechanics.

J. Pieroni: Do you have the space and personnel to do that?

D. Hemeon: I feel in the future, the Town should hire personnel to do fire and police that are certified. We have lifts and the space to get the ladder trucks in. We are at capacity for our building. We will be looking to expand our facility in the next couple of years.

J. Pieroni: This should be included in the CIP for future years.

J. Pieroni stated we need a comprehensive Town Building Study.

C. Granfield: Elsewhere, they have formed committees to analyze buildings. You don't have to spend consulting costs; you have a great deal of expertise in the community. Hooksett should consider forming such a committee to develop a plan.

Warrant Article – O

\$10,000 for the fund.

This came from the Park and Rec advisor board to eliminate the deficit. We have recently eliminated that deficit.

\$142,000 in the impact fee fund for Parks.

We still need to build a few small parks to completely eliminate that deficit. We cannot spend that impact fee until we eliminate that deficit.

D. Hemeon: We are looking at swapping some Town land for land at Peterbrook.

The account has \$79,000 in the fund now.

Mike Horne, from the Park and Rec committee will send more detail information and be at the hearing for information.

Fire- Mike Williams

Savings \$2800 for diesel.

M. Williams: We have a pump at Central Stations, which has been lower than the State. We have one pump at Central for diesel and gas.

M. Williams: The proposed operating budget is a 2.2% increase, which is due to contractual obligations with the union or other contracts. This shows the true budget with the transfer of the benefits and Forest separately.

J. Pieroni: The overtime budget is always an issue.

M. Williams: We have three (3), seven (7) person shifts. Last year, we hired two (2) firefighters to reduce the overtime. Anytime a leave is requested, the contract holds us to six and with a seven (7)-person shift; we don't need as much overtime.

J. Pieroni: Having said that, why is overtime up \$12,000.

M. Williams: Contractual obligations hold us to six (6) person shifts. Personnel leave is increasing.

JR Ouellette: It is only a 2.6% increase.

M. Miville: Last year, we were supposed to save \$90,000 in overtime after hiring the firefighters. Was that realized?

M. Williams: Yes, the Council actually removed the \$90,000 from the budget.

D. Pearl: Is the 112-overtime line for longer shifts due to emergencies?

M. Williams: Page 4 breaks it down to the incident callbacks due to fires, etc. We have been hit hard lately due to multiple alarm fires. This is the rapid recall line.

K. Hughes: Have you considered additional personnel to reduce overtime?

M. Williams: That is why we want the seven (7) man shifts for all shifts. This year, we didn't present this due to a tight budget. We would need one (1) more person to bring all shifts to seven (7).

M. Miville: Do you have the same building concerns at your end of the building?

M. Williams: Yes, many issues are still there from two years ago when the Budget Committee visited the building. The roof is leaking. The host tower needs repair and there is a water main leak.

C. Granfield: The Town has been spending money and no one knows what the problem is. I had three (3) architects look at the building. We are looking at an action plan for the entire facility.

N. Comai: The town comparisons report handed out to the Budget Committee appears to be off by two (2) people.

M. Williams: There is an error, there is one inspector, and the vehicle is wrong, we don't have a HAZMAT truck.

N. Comai: There was something on the summary sheet and it appears the towns are not apples to apples.

H. Murray: There is only one (1) forestry warden, which is Harold, and eight (8) deputies. The call deputy is also listed as the warden. That is duplication.

J. Pieroni: There are a total of ten (10) Captains and lieutenants. That appears high.

M. Williams: That has to do with contractual obligations and two stations which increases the numbers.

N. Comai asked about the 3 chiefs listed.

M. Williams: There is one (1) chief, M. Williams, an assistant Chief and a deputy chief. These are all in the administrative budget. Then you have captains and lieutenants and then firefighters.

M. Miville: Do you have a need for a legal line?

M. Williams: I am proud to say we worked out a contract without any legal counsel and the final agreement was just reviewed by legal.

Warrant Article – J

Air Pack - \$20,000

M. Williams: This is for a future purchase scheduled for 2020. There is currently \$68,000 in the fund. The airparks we currently have are three (3) years old. The cost in today's dollars would be about \$300,000. We don't know what the cost will be in 2020.

Article L

Cistern and dry hydrant fund for maintenance.

Last year we had a cistern fail on Andrea Ave. Once an area is developed, if there is no water main, they must put in a cistern and it then becomes the property of the town, which we must maintain. Once that fund reaches \$30,000, we can hold that fund. Now they are made precast. The older cisterns are the issue. They are basically a tank with 30,000 gallons of water in them. The Fire Truck is a 1985 truck that we want to replace. It didn't make it through the warrant article but we will need to replace this next year. It has many miles and hours on this truck. It will be a priority next year.

Police

C. Granfield: The Council reduced the budget \$25,000.

Chief Agrafiotis: The cover letter to Council explained the year's goals. Benefits are in the budget to see a true comparison. The Commission's proposal was a 2.27% increase excluding utilities. The Police Commission's request went before the Council and they adjusted \$25,000 from the wage line. There was a savings in health. Fuel has come down and we have one diesel vehicle. We saw \$36,800 in savings from fuel.

K. Hughes: The wage cut was for what?

Chief Agrafiotis: It is regarding dispatch. The issue has to do with coverage for sick time when you call someone in. You are then paying the sick time and the coverage. We conceded the argument and agreed to absorb the difference in our budget.

J. Pieroni: You haven't been able to fill all staff openings?

Chief Agrafiotis: As of today, we are authorized 29 full time positions. We are budgeted for 28 in the default. We now have 26 on staff. The first year, when the positions were voted in 2004, they approved five (5) additional officers.

J. Pieroni: We are now working at 28 with two (2) positions that could be filled.

Chief: The budget before you is to fund 29 positions. The 29th would be a full time car on the west side of the river.

J. Pieroni: What does the 26 do to overtime and staffing.

Chief Agrafiotis: We don't have minimal staffing like the fire. We are however spending overtime for safe manning levels. We may run a sergeant and one (1) or two (2) officers on nights rather

than (3) officers on days. We also put detectives back on shifts to address the deficiencies. That means detective's work isn't getting done.

M. Miville: Is the Budget Committee obligated to fund it at 29 even if they were voted for 29.

J. Pieroni: No, we are not obligated.

JR Ouellette Other employees

Chief Agrafiotis: Dispatch is currently budgeted for seven (7) full time positions and we have 6 full time positions. A few years ago we let go two (2) positions when fire and ambulance went to Concord for coverage. (We went from 9 to 7 positions.)

We currently have seven (7) full time Civilian positions – default has five (5) and five (5) are currently filled. Those two (2) full time positions have been vacant for two years and we've restructured the departments and we have not asked to fill that position in the next budget. Part time: - Three (3) part time positions and we are budgeted for three (3). Two (2) are civil investigators for screening new hires and One (1) part time administrative clerk to cover vacation and illness. All these positions are currently filled.

J. Pieroni: This budget increases from 28 funded in 2009 to 29 officers in 2010?

J. Pieroni: How many positions are available for duty?

Chief Agrafiotis: We have 26 but that fluctuates month to month with injuries.

J. Pieroni: Where does the School Resource Officer fit in the structure? There is no definition of a SRO in the budget.

Chief Agrafiotis: In 2001, we asked for two (2) full time positions and one (1) was slated for a SRO. Over the years, due to lack of money, we didn't staff it. We currently have one (1) person doing that function.

D. Pearl: Lack of people or lack of interest? Do they have the option to refuse that duty?

Chief Agrafiotis: You also want people with an interest. Some people want detective and some don't. SRO is a specialty.

D. Argo: Of the requested wages, how much is overtime?

Chief Agrafiotis: Total requested wages – overtime \$345,060. I do not have that broken down by hourly wages. For every hourly officer, you should budget eight (8) hours per week. We budget 6. That is six (6) hours per week, per hourly officers for 50 weeks a year. (Of the 26 positions, 6 are salary – 20 hourly positions.) You will always need a certain level of overtime regardless the number of officers because those officers will be tied up in court or other duties. It would not be a one for one trade off by hiring more officers.

D. Pearl: Do dispatchers have overtime issues?

Chief Agrafiotis: Yes, they need specialized training, which requires coverage.

N. Comai: Why is there an increase in NH Retirement of 27%?

C. Soucie: This is based on the town's percentage change of a 12% increase.

\$75,000 legal assistance for Police Commission

Chief Agrafiotis: We do use the services of LGC but that is only for basic issues, not termination, etc. \$75,000 is grievances, discipline, union issues, etc.

2005-2006 \$8000 spent 87,500

2006-2007.1 \$35,000 spent 55,803

2007-2008 - 85,000 spent 61,000

2008-2009 85,000 spent so far 55,000

With personnel issues, which are ongoing this year, they may be higher. This is affected by behavior of the personnel. It appears we could exceed the budget this year. We do not drive this; it is driven by actions by personnel.

J. Pieroni: Has the Police Commission taken a hard look at this legal line compared to other communities? Is this high number unique to Hooksett or do other communities face this?

D. Gagnon: I don't believe it is unique to Hooksett. It is a long process with grievances through unions.

J. Pieroni: What is the legal expense with other communities. To go from \$8000 to \$85,000, you are going to make the papers.

Chief Agrafiotis: It has been a fact in law enforcement that the caliber of people currently is not what they use to be. We have great employees, but the pool is less. No matter how carefully you screen, you can't predict what the behavior will be when they get on the road.

J. Pieroni: We need to know if we are comparable to other surrounding communities with regard to legal costs. Can you give us some sense that the number being presented is a rational number for the size of the department?

D. Gagnon: This number is based on history. I can't say whether it is rational. It is historical.

Chief Agrafiotis: To address the issues brought to our attention, these are the costs. Given the fact that we have used legal and been judicious about it, we are in the ballpark of the cost to address legal issues. We can't predict the number of situations that will arise. We do not from the beginning try to do things ourselves and then call the attorneys to defend our actions. We use attorneys from the beginning to follow labor laws.

N. Comai: For the \$85,000 current year, you have expended 55,000. For the balance of the year, you think you will use the 85,000 budgeted? Are you aware of the LGC's free consultation service provided under the provisions of the contract and are you using these services whenever possible?

Chief Agrafiotis: Yes, but not if it's an area we have already dealt with.

Facilities

C. Granfield: We are in the process of evaluating the building issues. Once that is complete, we will have a better sense of the cost and there is a warrant for \$130,000 to address the issues. Having one (1) person working 40 hours rather than 20 will help but isn't the solution. That

maintenance position should fall within public works. We want that position to report to Dale Hemeon.

J. Pieroni: What part of the Safety Center building will be covered by Administration?

C. Granfield: Police will address the specific issues with cells and security cameras. There is an understanding of what is covered by which departments and the Police Department will no longer be responsible for general maintenance issues at the Safety Center. Only specific police issues will be handled by the Police Department.

C. Granfield: That is why we need a complete inventory of what we have for facilities.

D. Argo: What line is the maintenance for building in the Police Department?

Chief: Maintenance. The security comes out of communications. We will not utilize our operating budget unless it is Police specific.

J. Pieroni: Fire is in agreement to meet on these issues on an ongoing basis

J. Pieroni: Supplies, do you coordinate with common items?

Chief Agrafiotis: No, there is no purchasing agent.

C. Granfield: We will look at central storage and common purchases.

Chief Williams: We do purchase all the paper products for the Safety Center for both Police and Fire and all the janitorial items for the entire Safety Center.

Chief Agrafiotis: We will be part of any group purchasing effort, but it must start at the town hall level.

D. Argo: The Police Department's miscellaneous budget only dropped \$5000. Why wasn't there a greater reduction now that the maintenance is being removed?

Chief Agrafiotis: We overspent that in the past. This year, we are only at \$39,000 expended so we will be under. We are no longer spending our operating budget for building issues. They are going unattended until they are addressed by Administration and Council.

B. Gahara: We are working with C. Granfield to address this. Council does not feel Fire or Police should be dealing with this. It has gone to the top of the priority with the Council. We are waiting for input from the Architects to address this. We no longer want to put band-aids on this problem. It needs to be addressed correctly.

D. Argo: Whatever was spent in Police maintenance in the past should be moved to Dale's line.

Chief Agrafiotis: The money spent in the past was left over funds at the end of the year and now will be returned the money to the General Fund. All building issues that our not Police Department's are backed out. It was spent from unexpended wages in the past.

JR Ouellette: Currently staff vacancies, how long have they been vacant?

Chief Agrafiotis: Officer Beauchemin had been on leave since last spring. We were at 29 at the beginning of this year, we had one (1) officer that went to a serious call and then didn't want to be an officer after that. The second position was a probationary employee let go in December. We are now looking to fill that now and Officer Beauchemin is now vacant. We have one (1) person now ready to go to the final step and a few on deck. The final on Beauchemin was this week.

K Hughes: If the budget for the past year had included those officers, and is not expended, what happens with the fund?

Chief Agrafiotis: It either goes to the General Fund or can be expended on other lines.

K. Hughes: How much does that represent?

Chief Agrafiotis: The budget report for the December, which is 50% of the year, reflects 43% so we were 7% under spent (\$214,000), which are representative of those positions not being filled.

J. Pieroni: The \$66,000 training line was not expended on training. We know some was spent on the Firing Range. Many have a question on whether that is appropriate. This is a facility not an action of training. This is the same situation as the sign.

D. Gagnon: The sign was the Council's, just like the air conditioning. This was expended through us. You are blaming us for the sign.

J. Pieroni: That is a done deal. We want to go forward with more transparency. It wasn't a good process.

Chief Agrafiotis: Distributed pictures of the Firing Range. That structure goes a long way to train officers. In the future, that would come under the town facilities.

J. Pieroni: We want the process improved and that is what we want everyone to understand.

D. Gagnon: If you reduce the wage line, there will be no chance of hiring the full compliment of officers. You are saying you never want to fill them.

D. Argo: I'm saying we budget for the current compliment.

Chief Agrafiotis: If you are cutting the wages to support a certain number of officers, then you can cut the benefits line as well.

D. Argo: Yes, I agree, you can also cut selection and education budget.

J. Pieroni: Can we get a number for reducing one (1) position from the bottom line including benefits?

Chief Agrafiotis: The last patrol officer position states \$64,806. plus benefits.

JR Ouellette: Can we get a break down of benefits as well?

C. Soucie: I will supply that number.

J. Pieroni: We would like a comparison of legal cost for other towns.

N. Comai: Unused Comp time – is that paid to personnel if they leave?

Chief Agrafiotis: That is a town policy.

N. Comai: Should we look at that when negotiating new contracts and establishing policies?

C. Soucie: That is on our balance sheet. The current year's comp time comes out of the current budget. Only if a long-term employee leaves and is due a large sum then, it comes from that balance fund.

Warrant Article – P

Radio Communication System Development Fund

This is an ongoing fund for 25 years. There is \$165,000 in the fund.

Chief Agrafiotis: We use \$428,000 for a target number for this program. In the past you changed the console, now we upgrade software or expand a tower. It now is updates rather than full replacement of a unit.

Vehicle inventory sheet was corrected.

J. Pieroni asked to make the miscellaneous line less broad or move items in there to specific lines.

JR Ouellette: attended a School Board meeting a few weeks ago where there were three officers in attendance. I would like to know if they were ordered to attend?

Chief Agrafiotis: Yes they were.

JR Ouellette: Are they salaried officers?

Chief Agrafiotis: Yes, two (2) are salaried and one is not.

ADJOURNMENT

The meeting was adjourned at 1:45 pm.

Respectfully submitted,

Lee Ann Moynihan
Budget Committee Secretary