

**Unofficial
As of 3/13/09**

**BUDGET COMMITTEE
MINUTES
Hooksett Town Hall
Thursday, March 12, 2009**

CALL TO ORDER

ATTENDANCE

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

Staff: Christine Soucie, Finance Director and Carol Granfield, Interim Town Administrator

APPROVAL OF MINUTES

February 26, 2009

***B. Gahara motioned to approve the minutes as presented. Seconded by D. Pearl
Vote unanimously in favor***

March 5, 2009

***B. Gahara motioned to approve the minutes as presented. Seconded by J. Danforth
Vote unanimously in favor***

BUSINESS

Dr. Phil Littlefield, Superintendent

Dr. Littlefield: Now that the School district is through it's budget cycle, I felt compelled to thank you for the "give and take", and your concern with moving the school district forward. It was an example of how the process should work. On October 6th, long before we had compiled budget numbers, we met to discuss goals. I want to express my willingness to start early again next year so that we can gather the type of information needed to get our budget done. I wanted to bring you up to date with regard to revenue sources. The Governor, in his budget address on February 12th, indicated his desire to fully fund State Aid to Education. When we gave you revenue numbers, we were conservative and used this year's revenue. The new funding formula, which was as a result of the legislative review of what education costs, significantly increases what Hooksett is entitled to. The Governor's message on the twelfth was good news, however, he will take revenue sharing and meals and rooms tax away from cities and towns. Communities will be harmless because what I'm taking away will go to education. Subsequent to his address, the Recovery Revitalization Act passed. The Governor has stated he will fully fund State Aid to Education. That means the cities and towns will be full funding. Obviously, until his plans to use stabilization money are approved by the

education department, we are not clear. Other stabilization monies that will become available are less clear. We do know what the Hooksett School District will receive for money over the next 26 months, specifically Title 1 and IDEA money. We are still not quite sure how that money can be spent. We don't want to spend this on programs, which we will have to fund in future years. We are committed to use the money to enhance local revenues. We shouldn't spend anything until we know with certainty what we are getting and the taxpayer will be the beneficiary.

J. Pieroni: Next year, we hope you will come forward with numbers on the Math program improvement.

Dr. Littlefield: Yes, the math program and in order to comply with school approval standards, we added two (2) media specialist and we will report on that improvement as well.

Final review and recommendation Municipal Budget

Warrant Articles

Sewer Bond

To see if the Town will vote to raise and appropriate the sum of \$6,224,375 (Six Million Two Hundred Twenty Four Thousand Three Hundred Seventy Five Dollars) for the purpose of construction, replacement, and expansion of a portion of the Wastewater Treatment plant, and to authorize the issuance up to \$6,224,375 of bonds or notes in accordance with the provisions of the Municipal Finance Act RSA 33, and to authorize the Town Council to issue and negotiate such bonds or notes and determine the rate of interest thereon; furthermore to authorize Town Council to enter into a grant agreement with the State Revolving Loan Program whereas 50% of this bond\note will be repaid by the State of New Hampshire through the Federal STIMULUS package and balance of not more than 50% will be paid for by sewer system development fees and sewer ratepayers. No money is to be raised by taxation. (3/5 ballot vote required) This article is contingent on the Federal Stimulus grant and if the grant is not received, this article will be null and void. RECOMMENDED BY TOWN COUNCIL (6-0)

B. Gahara motioned to recommend. Seconded by J. Danforth

M. Miville: At the last meeting, the Sewer commission said they would know by March 13; have we heard?

C. Granfield: We have no further information

Roll call vote unanimously in favor

A

Shall the Town raise and appropriate as an operating budget, not including appropriations by special warrant articles and other appropriations voted separately, the amount set forth on the budget posted with this warrant or as amended by vote of the first session, for the purposes set forth therein, totaling \$15,878,857? Should this article be defeated, the default budget shall be \$15,937,590, which is the same as last year, with certain adjustments required by previous action of Town Meeting or by law; or the governing body may hold one special meeting, in accordance with RSA 40:13, X and XVI, to take up the issue of a revised operating budget only. Note: This Article does not include special warrant articles #X through #XX.

***J. Danforth motioned to recommend. Seconded by B. Gahara
Roll call vote unanimously in favor.***

B

To see if the Town will vote to raise and appropriate the sum of \$75,918 (Seventy Five Thousand Nine Hundred Eighteen Dollars) for salaries and benefits to be set aside in a merit wage pool for non union full-time and part-time Town personnel.

RECOMMENDED BY TOWN COUNCIL (8-0)

<u>Fiscal Year</u>	<u>Salaries</u>	<u>Benefits</u>
2009-10	\$64,972	\$10,946

J. Danforth motioned to recommend. Seconded by JR Ouellette

C. Granfield stated that there are 45 full time and 15 part time non-union employees.

Roll Call:

Vote 9:1 (N. Comai)

C

To see if the Town will vote to approve the cost item included in the collective bargaining agreement reached between the Town of Hooksett and the Hooksett Permanent Firefighters Association Local 3264, IAFF which calls for the following increases in salaries and benefits at the current staffing level:

Estimated increase over prior year

<u>Fiscal Year</u>	<u>Salaries</u>	<u>Taxes</u>	<u>Benefits</u>
2009-10	\$48,412	\$1,053	\$54,441
2010-11	\$38,871	\$ 571	\$ 6,885

and further to raise and appropriate the sum of \$103,906 (One Hundred Three Thousand Nine Hundred Six Dollars) for the current fiscal year, such sum representing the additional costs attributable to the increase in salaries and benefits over those of the

appropriation at current staffing levels paid in the prior fiscal year. **RECOMMENDED BY TOWN COUNCIL (6-0)**

B. Gahara motioned to recommend. Seconded by JR Ouellette

M. Miville: I'm concerned that I want to be consistent on these votes. Anything negotiated was negotiated at the best rate and the non-union contract was not negotiated.

D. Argo: I look at it considering the tough economic times, the department heads, Council and Budget committee presented a budget that is below default because it considered these potential increases. I think they want to give these increases to these people and the budget has been trimmed so we are considering the struggling voters while running the business and can cover the increases.

Roll call unanimously in favor.

C-1

Shall the Town, if article #C is defeated, authorize the governing body to call one special meeting, at its option, to address article #C cost items only? **RECOMMENDED BY TOWN COUNCIL (8-0)**

D

To see if the Town will vote to raise and appropriate the sum of \$31,955 (Thirty One Thousand Nine Hundred Fifty Five Dollars) for the salary, benefits and taxes for a full-time Children's Librarian for the Hooksett Public Library. This appropriation is for six months of the first year's wages, as the employee will be hired in the last six months of the 2009-10 fiscal year. Should this warrant article pass, the full annual amount for salary and benefits will be included in subsequent operating budgets. **RECOMMENDED BY TOWN COUNCIL (6-2)**

<u>Fiscal Year</u>	<u>Salaries</u>	<u>Taxes</u>	<u>Benefits</u>
2009-10	\$19,500	\$1,492	\$10,963

G. Gahara motioned to recommend. Seconded by J. Danforth

This would become part of the default budget. This is not a one-time expenditure. It would be part of the default as a full time (12 month) position.

Roll call vote unanimously in favor

E

To see if the Town will vote to raise and appropriate the sum of \$10,000 (Ten Thousand Dollars) to be placed in the Town-Wide Computer Development Capital Reserve Fund already established. **RECOMMENDED BY TOWN COUNCIL (8-0),**

B. Gahara motioned to recommend. Seconded by Kathy Hughes.

D. Pearl stated that he would not support this because based on information received tonight; they said that they are looking at buying “Office” and I think they should be looking at “Open Office”. The money they want to spend on “Office” could be better spent.

N. Comai: This is just to put money aside.

C. Granfield: The computer inventory was just received this week. We now know what we have and what is needed. A critical item is the financial systems, which is BMSI, which has been problematic and that may drive what computers we buy. We will be meeting with this company to look at our needs. We may or may not go with what the study states. It is not going to be followed to the letter.

C. Soucie: The financial software is old DOS software that does not play well with the current software overlays. That is part of what Carol wants to look at, and we will meet with them to look at what they can do.

J. Pieroni: We are to look at the fiscal planning to put money aside and not the specifics of what they are doing. Is it sound planning to put money aside for future expenditures?

D. Pearl: I will support it if it is for financial software. I know we are not approving line by line. I support updating the financial software.

Roll call vote unanimously in favor

F

*To see if the Town will vote to raise and appropriate the sum of \$130,000 (One Hundred Thirty Thousand Dollars) to be placed in the Town Building Maintenance Capital Reserve Fund already established. This sum to come from the General fund balance and no amount to be raised from taxation. **RECOMMENDED BY TOWN COUNCIL (8-0)***

***J. Danforth motioned to recommend. Seconded by N. Comai
Roll call Vote unanimously in favor***

G

*To see if the Town will vote to raise and appropriate the sum of \$40,000 (Forty Thousand Dollars) to be placed in the Town Revaluation Capital Reserve Fund already established. **RECOMMENDED BY TOWN COUNCIL (8-0),***

***N. Comai motioned to recommend. Seconded by S. Doyon
Roll call vote unanimously in favor***

H

*To see if the Town will vote to establish a capital reserve fund under the provision of RSA 35:1 for the purpose of updating the Town of Hooksett's Master Plan and to raise and appropriate the sum of \$10,000 (Ten Thousand Dollars) to be placed in this fund, and to name the Town Administrator as the agent to expend. **RECOMMENDED BY TOWN COUNCIL (8-0)***

JR Ouellette motioned to recommend. Seconded by D. Pearl (9:1)

I

*To see if the Town will vote to establish a capital reserve fund under the provision of RSA 35:1 for the purpose of a Road Impact Fee Traffic Study and to raise and appropriate the sum of \$34,000 (Thirty Four Thousand Dollars) to be placed in this fund, and to name the Town Administrator as the agent to expend. **RECOMMENDED BY TOWN COUNCIL (8-0)***

**D. Argo motioned to recommend. Seconded by J. Danforth
Roll call Vote unanimously in favor**

J

*To see if the Town will vote to raise and appropriate the sum of \$20,000 (Twenty Thousand Dollars) to be placed in the Fire Air Packs & Bottles Capital Reserve Fund already established. **RECOMMENDED BY TOWN COUNCIL (6-2)***

B. Gahara motioned to recommend. Seconded by J. Danforth

Roll call

Nancy No

Marc No

Kathy No

7:3 to recommend

K Not recommended by Town Council

L

*To see if the Town will vote to raise and appropriate the sum of \$10,000 (Ten Thousand Dollars) to be placed in the Fire Cistern Capital Reserve Fund already established. **RECOMMENDED BY TOWN COUNCIL (8-0)***

B. Gahara motioned to recommend. Seconded by S. Doyon

Roll call vote unanimously in favor.

M

To see if the Town will vote to raise and appropriate the sum of \$140,000 (One Hundred Forty Thousand Dollars) to purchase a Plow Dump Truck for the Highway Department. **RECOMMENDED BY TOWN COUNCIL (7-1),**

K. Hughes motioned to recommend. Seconded by JR. Ouellette

Roll call Vote

K. Hughes	Yes	J. Danforth	No
JR Ouellette	Yes	S. Doyon	Yes
J. Pieroni	Yes	D. Pearl	Yes
N. Comai	No	B. Gahara	Yes
D. Argo	No	M. Miville	No

Vote 6:4 motion carries

N

To see if the Town will vote to raise and appropriate the sum of \$64,000 (Sixty Four Thousand Dollars) for the completion of repairs to the northeast retaining wall located at the corner of Martins Ferry Road and North River Road. This sum to come from the General fund balance and no amount to be raised from taxation. **RECOMMENDED BY TOWN COUNCIL (8-0)**

B. Gahara motioned to recommend. Seconded by N. Comai
Roll call vote unanimously in favor.

O

To see if the Town will vote to raise and appropriate the sum of \$10,000 (Ten Thousand Dollars) to be placed in the Parks and Recreation Facilities Development Capital Reserve Fund already established. **RECOMMENDED BY TOWN COUNCIL (8-0)**

Have we reached the point where we have fulfilled the deficiencies?

B. Gahara: Mike Horne reported to the Council last night that we have met the minimum standards. We can now expend impact fees, which have \$81,000 presently in the fund.

J. Pieroni: This money is not needed to expend the impact fee monies.

Roll call

Roll call Vote

K. Hughes	No	J. Danforth	No
JR Ouellette	No	S. Doyon	Yes
J. Pieroni	No	D. Pearl	No
N. Comai	No	B. Gahara	Yes
D. Argo	No	M. Miville	No

Vote 2:8 motion fails

P

*To see if the Town will vote to raise and appropriate the sum of \$10,000 (Ten Thousand Dollars) to be placed in the Emergency Radio Communication Development Capital Reserve Fund already established. **RECOMMENDED BY TOWN COUNCIL (8-0)***

B. Gahara motioned to recommend. Seconded by J. Danforth.

\$78,000 in impact fees and they spent some on a communication project in the past.

Roll call Vote

K. Hughes	No	J. Danforth	No
JR Ouellette	No	S. Doyon	No
J. Pieroni	No	D. Pearl	No
N. Comai	No	B. Gahara	Yes
D. Argo	No	M. Miville	No

Vote 1:9 motion fails

ADJOURNMENT

Chairman declared the meeting adjourned.

Respectfully submitted,

Lee Ann Moynihan