

Unofficial

**BUDGET COMMITTEE MEETING
Hooksett Town Hall
35 Main Street
Thursday, March 1, 2012**

CALL TO ORDER

Chairman Miville called the meeting to order at 6:35 pm.

Pledge of Allegiance

ATTENDANCE

Chair M. Miville, T. Keach, G. Smith, K. Hughes, N. Haas, JR Ouellette, T. Lizotte and D. Argo. D. Pearl and F. Bizzarro excused.

APPROVAL OF MINUTES

February 23, 2012

***T. Lizotte motioned to approve minutes of February 23, 2012. Seconded by G. Smith
Vote unanimously in favor.***

OLD BUSINESS

Police Contact

J. McHugh, Police Commissioner and acting Police Chief Jon Daigle

The contract represents a two-year contract with a cost the first year for 91,907.28 wages. The second \$37,770.71 with the total cost in year one is 115,791. Other cost associated with the contract in both the first and second years is taxes, FICA, unemployment, retirement and uniforms as well as overtime incurred. The second year, the overtime \$2412 and holiday \$887.58. There is retirement cost of \$8680.87 FICA \$953.48 workman's \$917.11 and unemployment is \$309.72. Had there not been an increase, the steps alone would have been 68,414.88 that is with a 0 increase. The total for the second year is \$48,631.79. Keep in mind, because there was no contract for the past two years and the steps were frozen, if approved by the voters, they will get the steps again. We are using the State guidelines for retirement and there has been some downshifting for retirement cost for fire, police and teachers. Initially there was a substantial cost. At the beginning of the fiscal year, those costs were adjusted. They will pay partly their share along with the town paying the increase. The Commission has discussed the possibility of the retirement contribution changing. The Commission had requested that the Council bring the State Representative in to address this. We wanted to our local representatives both in the House and the Senate to look at this.

M. Miville: Are there any reopeners for the second year?

Captain Daigle: We have language that if either side wants to reopen, it must be agreed by both sides for the opener.

T. Lizotte: What is the entry level salary for a patrol officer?

Captain Daigle: \$35,400

Questions expressed at the last meeting.

Amount of wages that will remain at the end?

J. McHugh: As of today, it would be \$315,920.40 however that is a rough estimate. The Department is in the process of hiring and we have a part time officer that we didn't have previously. We do have contracted services with PSNG to help with the reorganization for a year.

Those funds will come from the current fiscal year's budget as well as the following year. The \$315,000 is the number of weeks remaining and the dollars remaining in the salary lines. I suspect for PSNG, the amount will be from \$70,000 to \$100,000 and the amount for the replacement officers must be added.

M. Miville: PSNG is for an entire year with half out of this year and the other half next year.

J. McHugh: Part of the extension was for them to work on the reorganization and put practices in place.

T. Lizotte: My understanding is PSSG is augmenting the staff to insure everyone is focused on the task at hand and Captain Daigle is supervising that. It is a temporary transitional team with the loss of the Chief and some other staff.

JR Ouellette: What percentage is the \$91,907 increase of the overall salaries?

J. McHugh: With the changes in salary, the presentation showed we removed the lieutenant administrative position and now there is a lieutenant in charge of patrol and 4 in patrol. We added an additional patrol officer to get to a compliment of 25. That position of lieutenant in administration became a civilian position and the title is Program Service Coordinator as a 30 hour/wk position. This is basically a shifting of dollars and adding positions. There are some increases in some of the salary lines, non-union. We wanted the compliment to be 25. Last year we were asking for 25 which included the lieutenant administrative position.

JR Ouellette is talking about the Union contract.

J. McHugh: \$82,000 is the wages, \$5809.52 overtime, and \$3104.66 holiday. This is a 2% increase not including step.

Captain Daigle: When you look at the wage appendix, Year one is A and year 2 is B. Year 1 is 2%. For year 2, Commissioner Scherer came up with a compression scale. Three (3) of the steps that were added were a 3% difference to bring everyone in line and the rest were given 2%.

J. McHugh: They will also get their steps. These officers went 2 years without advancing in step. If there was no % increase, the total amount would be \$53,629 in wages alone.

D. Argo: It is 2% cola and 2-3% for steps.

T. Keach: Steps are not guaranteed increases. They are based on performance?

Captain Daigle: The raises are not tied to evaluations for union personnel. Steps are based on years of service.

Stipends

M. Miville read the Charter which states that the Town Council is charged with establishing the stipends.

Warrant Articles

M. Miville: The CIP Plan which establishes the Warrant Articles is a six (6) year plan per the Town Charter. The purpose is to spread the high cost items over a number of years to reduce the tax rates.

The following Warrant Articles were read. No action was taken.

Article 4

To see if the Town will vote to raise and appropriate the sum of **\$160,000.00** to purchase a Front End Loader for the Recycling and Transfer Department and to authorize the withdrawal from the Solid Waste Disposal Special Revenue Fund. No amount to be raised from taxation. Recommended by the Town Council 8-0,

Article 5

To see if the Town will vote to raise and appropriate the sum of **\$150,000.00** to be placed in the Town Building Maintenance Capital Reserve Fund already established. Recommended by the Town Council 8-0,

Article 6

To see if the Town will vote to approve the cost items included in the collective bargaining agreement reached between the Hooksett Police Commission and the Hooksett Police Union Local 46, NEPBA 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>Benefits</u>	<u>Estimated Increase</u>
2012-13	\$91,907	\$23,884	\$115,791
2013-14	\$37,771	\$10,861	\$ 48,632

and further to raise and appropriate the sum of **\$115,791.00** for the current fiscal year, such sum represents the additional costs attributable to the increase in salaries and benefits required by the new agreement over those that would be paid at current staffing levels. Recommended by the Town Council 9-0,

Article 7

Shall the Town, if article 6 is defeated, authorize the governing body to call one special meeting, at its option, to address article 6 cost items only?

Article 8

To see if the Town will vote to approve the cost items included in the collective bargaining agreement reached between the Hooksett Town Council 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>Benefits</u>	<u>Estimated Increase</u>
2012-13	\$86,374	(\$13,269)	\$ 73,105
2013-14	\$40,232	\$13,261	\$ 53,493
2014-15	\$41,236	\$13,559	\$ 54,795

and further to raise and appropriate the sum of **\$73,105.00** for the current fiscal year, such sum represents the additional costs attributable to the increase in salaries and benefits required by the new agreement over those that would be paid at current staffing levels. Recommended by the Town Council 9-0,

Article 9

Shall the Town, if article 8 is defeated, authorize the governing body to call one special meeting, at its option, to address article 8 cost items only?

Article 10

To see if the Town will vote to establish a Capital Reserve Fund under the provisions of RSA 35:1 for the purpose of purchasing Plow Dump Trucks for the Public Works Department and to raise and appropriate the sum of **\$80,000.00** to be placed in this fund, and to name the Town Administrator as the agent to expend. Recommended by the Town Council 8-0,

Article 11

To see if the Town will vote to raise and appropriate the sum of **\$68,500.00** to be placed in the Revaluation Capital Reserve Fund already established. Recommended by the Town Council 8-0,

Article 12

To see if the Town will vote to establish a Capital Reserve Fund under the provisions of RSA 35:1 for the purpose of purchasing Fire Apparatus for the Fire-Rescue Department and to raise and appropriate the sum of **\$50,000.00** to be placed in this fund, and to name the Town Administrator as the agent to expend. Recommended by the Town Council 8-0,

Article 13

To see if the Town will vote to raise and appropriate the sum of **\$50,000.00** to be placed in the Emergency Radio Communication Development Capital Reserve Fund already established. Recommended by the Town Council 8-0,

Article 14

To see if the Town will vote to establish a Capital Reserve Fund under the provisions of RSA 35:1 for the purpose of Drainage Upgrades and to raise and appropriate the sum of **\$50,000.00** to be placed in this fund, and to name the Town Administrator as the agent to expend. Recommended by the Town Council 8-0,

Article 15

To see if the Town will vote to raise and appropriate the sum of **\$47,000.00** to purchase financial software, including data conversion, 1st year's maintenance and support, and hardware. This will be a non-lapsing appropriation per RSA 32:7, VI and will not lapse until the software conversion is completed or by June 30, 2016, whichever is sooner. Recommended by the Town Council 8-0,

Article 16

To see if the Town will vote to raise and appropriate the sum of **\$30,000.00** to purchase a new 4x4 vehicle for the Fire-Rescue Department. Recommended by the Town Council 7-1,

Article 17

To see if the Town will vote to establish a Capital Reserve Fund under the provisions of RSA 35:1 for the purpose of Upgrading the Diesel Tanks and Fuel Dispenser at the Recycling and Transfer Department and to raise and appropriate the sum of **\$25,000.00** to be placed in this fund, and to name the Town Administrator as the agent to expend. Recommended by the Town Council 8-0,

Article 18

To see if the Town will vote to raise and appropriate the sum of **\$24,000.00** to purchase personal protective equipment for firefighters. Recommended by the Town Council 8-0,

Article 19

To see if the Town will vote to raise and appropriate the sum of **\$20,000.00** to be placed in the Air Pack and Bottles Capital Reserve Fund already established. Recommended by the Town Council 5-3,

Article 20

To see if the Town will vote to raise and appropriate the sum of **\$10,000.00** to be placed in the Town of Hooksett's Master Plan Capital Reserve Fund already established. Recommended by the Town Council 7-1,

Article 21

To see if the Town will vote to raise and appropriate the sum of **\$10,000.00** to be placed in the Town Wide Computer Development Capital Reserve Fund already established. Recommended by the Town Council 8-0,

Article 22

To see if the Town will vote to establish a Capital Reserve Fund under the provisions of RSA 35:1 for the purpose of Infrastructure Improvements on Conservation Land and to raise and appropriate the sum of **\$10,000.00** to be placed in this fund, and to name the Town Administrator as the agent to expend. Recommended by the Town Council 8-0,

Article 23

To see if the Town will vote to raise and appropriate the sum of **\$10,000.00** to be placed in the Parks and Recreation Facilities Development Capital Reserve Fund already established. Recommended by the Town Council 8-0,

Article 24

To see if the Town will vote to establish a Capital Reserve Fund under the provisions of RSA 35:1 for the purpose of purchasing Automated Collection Equipment for the Recycling and Transfer Department and to raise and appropriate the sum of **\$10,000.00** to be placed in this fund, and to name the Town Administrator as the agent to expend. Recommended by the Town Council 8-0,

Article 25

To see if the Town will vote to raise and appropriate the sum of **\$7,500.00** to replace the fence at Riverside Cemetery. Recommended by the Town Council 8-0,

Article 26

Shall the Town rescind **\$2,000,000.00** of bonding authority that was authorized at a Town Meeting in October 2007 for the construction of certain public and related project improvements in a newly created tax increment finance district related to the Cabela's Project? (3/5 ballot vote required.)

Article 27

To see if the Town will vote to adopt the provisions of RSA 261:153 VI to collect an additional \$5.00 fee for the purpose of supporting municipal and transportation improvements and to establish a Municipal Transportation Improvement Capital Reserve Fund for this purpose governed by the RSA 35:1; further to restrict \$4.50 from the fee to go into this fund and to name the Town Administrator as the agent to expend. The remaining .50 cents would lapse to the general fund. Recommended by the Town Council 5-4,

ADJOURN

The meeting was adjourned at 8:45 pm.

Respectfully submitted,

Lee Ann Moynihan