

TOWN COUNCIL MINUTES
BUDGET WORKSHOP MEETING
JANUARY 3, 2001

The meeting was called to order at 6:30pm.

PRESENT: R. Dion, S. Sheidow, T. Young (arrived at 8:40pm), D. Pichette-Volk, P. Rueppel, R. Holley, M. Jolin (arrived at 7:55pm), P. Ganley, D. Duford and M. Farrell – Town Administrator.

R. Dion stated tonight the Council will be reviewing the budgets. It will not be a debate but rather to receive information and try to understand the information. After each department's presentation, a motion to accept each budget as presented will need to be made by the Council. At a later meeting the Council will be making their decisions and approving the budgets. He thanked everyone for all of their hard work and appreciates the job they have done.

M. Farrell thanked Finance Director Diane Savoie for all of her hard work since September working with the department heads on the budget. It has made his job a lot easier. He explained his budget memo to the Town Council included in the budget book dated December 27, 2000. The public does not see the problem with the default budget because they are still having their garbage picked up, their roads plowed and worked on, etc. They think since these type of things are still being done that we do not need the extra money. This year's budget is a bare minimum of what we need. We have had 139 Certificates of Occupancy this year alone.

BUDGET PRESENTATIONS:

CIP: Chairman of the CIP Committee Mark Bourque, Town Planner Charles Watson, Finance Director Diane Savoie and the appropriate department heads presented the CIP Budget (see attachment #1 for CIP Budget).

M. Jolin present at 7:55pm.

D. Pichette-Volk moved to accept the CIP Budget as presented. Motion seconded by P. Rueppel.
MOTION CARRIED.

LIBRARY DEPARTMENT: Librarian Fran Hebert, Library Trustee Chair Mary Farwell, Library Trustee Marion Jacobi and Library Trustee Jack Driscoll presented the Library Budget.

D. Pichette-Volk moved to accept the Library Department Budget as presented. Motion seconded by S. Sheidow. **MOTION CARRIED.**

ACCOUNT NUMBER	ACCOUNT DESCRIPTION	1999-00 APPROP.	1999-00 ACTUAL	Council & Budget Comm Approved 2000-01	Default Budget 2000-01 APPROP.	2001-02 ADMIN REQUEST	2001-02 COUNCIL REQUEST	2001-02 BUDGET COMM RECOMM.
LIBRARY								
1- 471- 01- 424	OFFICE SUPPLIES	4,000	4,344	3,000	3,000	3,000		
1- 471- 01- 423	BULDING MAINTENANCE SUPPLIES			1,450	1,000	1,450		
1- 471- 01- 425	BOOKS AND MATERIALS	30,000	38,247	38,750	32,500	38,750		
1- 471- 01- 451	UTILITIES	36,978	39,734	37,294	37,925	39,734		
1- 471- 01- 315	MAINTENANCE & REPAIRS	20,000	24,951	20,000	17,285	28,900		
1- 471- 01- 541	STAFF & TRUSTEES	2,500	2,825	2,500	2,500	2,500		
1- 471- 01- 111	WAGES	155,267	142,717	137,282	165,019	148,126		
1- 471- 01- 935	NEW HAMPSHIRE RETIREMENT			2,713		2,885		
1- 471- 01- 933	MEDICARE			2,028		2,136		
1- 471- 01- 929	SOCIAL SECURITY			8,672		9,131		
1- 471- 01- 931	HEALTH INSURANCE			9,873		11,764		
1- 471- 01- 936	DENTAL INSURANCE					552		
1- 471- 01- 925	WORKERS COMPENSATION					275		
1- 471- 01- 927	UNEMPLOYMENT COMPENSATION					360		
1- 471- 01- 713	EQUIPMENT	10,000	6,172	4,300	812	750		
1- 471- 01- 426	AUTOMATION	10,000	9,721	10,000	8,694	10,000		
1- 471- 01- 431	POSTAGE	650	684	700	650	700		
	TOTAL LIBRARY	269,395	269,395	278,562	269,385	301,013		0

The Council took a five-minute break at 8:30pm.

TRANSFER STATION: Transfer Station Superintendent Kemp Holt and Assistant Superintendent Diane Savoie presented the Transfer Station Budget.

T. Young present at 8:40pm.

D. Pichette-Volk moved to accept the Transfer Station Budget as presented. Motion seconded by S. Sheidow. **MOTION CARRIED.**

ACCOUNT NUMBER	ACCOUNT DESCRIPTION	1999-00 APPROP.	1999-00 ACTUAL	Council & Budget Comm Approved 2000-01	Default Budget 2000-01 APPROP.	2001-02 ADMIN REQUES	2001-02 COUNCIL REQUES	2001-02 BUDGET COMM RECOMM .
TRANSFER STATION								
ADMINISTRATION								
1- 441- 01- 111	WAGES	77,702	110,862	80,155	80,155	84,335		
1- 441- 01- 424	OFFICE SUPPLIES	1,140	1,062	1,430	1,140	1,700		
1- 441- 01- 433	TELEPHONE	850	785	1,738	1,738	1,100		
1- 441- 01- 541	EDUCATION	150	30	395	395	400		
1- 441- 01- 736	OFFICE EQUIPMENT MAINTENANCE	0	0	500	250	500		
		79,842	112,739	84,218	83,678	88,035	0	0
TRANSFER								
1- 441- 10- 111	WAGES	30,230	0	58,849	58,849	63,667		
1- 441- 10- 222	CONTRACTED SERVICES	5,446	4,908	5,195	5,195	6,005		
1- 441- 10- 312	MISC. MAINTENANCE & REPAIR OF EQUIPMENT	1,500	0	1,500	1,500	4,000		
1- 441- 10- 411	RECYCLING EQUIPMENT	5,700	2,703	6,000	5,700	6,000		
1- 441- 10- 421	MATERIALS & SUPPLIES	2,275	2,019	3,175	2,475	2,900		
1- 441- 10- 529	GAS & OIL FOR VEHICLES	8,900	6,918	8,600	8,600	7,900		
1- 441- 10- 713	NEW EQUIPMENT FOR RECYCLING	0	0	3,000	0	3,000		
1- 441- 10- 611	POST CLOSURE LANDFILL MAINTENANCE	0	0	16,000	0	1		
1- 441- 10- 542	TIPPING FEES	292,500	331,785	360,525	360,525	418,300		
	TOTAL TRANSFER STATION/RECYCLING	346,551	348,333	462,844	442,844	511,773	0	0
	TOTAL TRANSFER STATION	426,393	461,072	547,062	526,522	599,808	0	0

PARKS AND RECREATION DEPARTMENT: Parks and Recreation Department Superintendent Dale Hemeon presented the Parks and Recreation Budget.

D. Pichette-Volk moved to accept the Parks and Recreation Department Budget as presented. Motion seconded by S. Sheidow. **MOTION CARRIED.**

ACCOUNT NUMBER	ACCOUNT DESCRIPTION	1999-00 APPROP.	1999-00 ACTUAL	Council & Budget Comm Approved 2000-01	Default Budget 2000-01 APPROP.	2001-02 ADMIN REQUEST	2001-02 COUNCIL REQUEST	2001-02 BUDGET COMMIT RECOMM.
PARKS & RECREATION DEPARTMENT								
1- 444- 01- 11	1 WAGES	60,218	55,907	63,121	63,121	51,652		
1- 444- 01- 11	2 WAGES - FUN IN THE SUN	16,502	14,919	18,426	18,426	18,832		
1- 444- 01- 31	1 MAINTENANCE & REPAIRS	29,500	27,752	26,600	24,600	35,750		
1- 444- 01- 71	3 NEW EQUIPMENT	6,700	4,993	6,000	6,000	19,900		
1- 444- 01- 81	0 GENERAL OP - FUN SUN	4,320	4,212	4,420	4,420	4,420		
1- 444- 01- 43	3 TELEPHONE	900	1,339	1,200	1,200	1,000		
1- 444- 01- 81	1 GENERAL OPERATIONS	13,300	10,429	12,500	13,200	13,200		
TOTAL PARKS & RECREATION		131,440	119,551	132,267	130,967	144,754	0	0
GROUNDS MAINTENANCE								
1- 444- 02- 111	WAGES	19,406	10,986	46,752	46,752	63,628		
1- 444- 02- 529	GAS & DIESEL FUEL			400	400			
1- 444- 02- 311	MAINTENANCE & REPAIRS					2,000		
1- 444- 02- 421	SUPPLIES	400	368	400	400			
1- 444- 02- 713	NEW/REPLACEMENT EQUIPMENT	4,800	4,800	3,000	1	4,000		
TOTAL GROUNDS MAINTENANCE		24,606	16,154	50,552	47,553	69,628	0	0
TOTAL PARKS & RECREATION		156,046	135,705	182,819	178,520	214,382	0	0

CAPITAL BUDGET: Highway Manager Robert Pantel, Fire Chief Michael Howard, Finance Director Diane Savoie, Parks and Recreation Department Superintendent Dale Hemeon and M. Farrell presented the Capital Budget.

S. Sheidow moved at 9:30pm to extend the meeting until no later than 10:00pm to finish the Capital Budget and to move the Principal & Interest on Long-term Debt Budget, the Cemetery Budget and the Budget Committee Budget to next Wednesday's, January 10, 2001, meeting. Motion seconded by P. Ganley. **MOTION CARRIED.**

S. Sheidow moved to accept the Capital Budget as presented. Motion seconded by P. Ganley. **MOTION CARRIED.** D. Duford voted no.

Capital Budget -- FY 2001/2002

<u>Description</u>	<u>Amount</u>
<u>Highway Department</u>	
Sanders (2)	7,500
4x4 Pickup Truck with plow (mechanic's truck)	25,000
Lifts for Large Trucks for Fleet Maintenance (Fire Apparatus etc.)	18,000
Replacement of Radio System (repeater, base 19 mobiles& 4 portables)	36,000
Large 6 Wheeler Dump Truck	75,000
Intermediate 6 Wheeler Dump Truck	65,000
Total Highway	226,500
<u>Town Hall</u>	
3rd year of Computer Hardware Lease	16,000
<u>Fire Department</u>	
Compressor for Self-Contained Breathing Apparatus	39,312
4x4 Chevrolet Tahoe to replace Car #3	38,000
19' Zumbo Boat & Trailer	17,500
Emergency Vehicle Exhaust Ventilation System for Station #1	38,000
Forestry 4x4 Pickup Truck with skid unit (Replaces Forestry #2 vehicle)	48,000
Total Fire Department	180,812
<u>Transfer Station</u>	
4x4 Pickup Truck to replace 1991 Crown Victory	20,000
<u>Building Department</u>	
4x4 Pickup Truck to replace 1995 4x4 Pickup	20,000
<u>Parks & Recreation Department</u>	
1 Ton Dump Body with plow	40,000
TOTAL CAPITAL BUDGET	503,312

S. Sheidow moved at 9:40pm to adjourn the meeting. Chairman R. Dion declared the meeting over.

Respectfully Submitted,

Jennifer A. Martel
Administrative Assistant
Hooksett Town Council

Denise E. Pichette-Volk
Town Council Secretary
Hooksett Town Council