

Official

**TOWN COUNCIL
Budget Workshop
Town Hall Council Chambers
Saturday, January 5, 2008**

Call To Order

Chairman P. Loiselle called the meeting to order at 9:07 AM.

Attendance

Chair, P. Loiselle, Vice Chair J. Gorton, W. Gahara, D. Ross, D. Dickson, S. Werksman, G. Longfellow, and P. Rueppel
Staff: Town Administrator D. Jodoin and C. Soucie

Excused

J. Hyde

Overview of 2008-2009 Budget – Town Administrator

D. Jodoin: Based on the Council's direction, we maintained a 2% increase in the Operating Budget. You will notice items were taken out and placed as Warrant Articles. There are additional staffing requests that will be addressed by the individual Department Heads.

Presentation of the Budget

Heritage Commission - \$2000

K. Northrup, Chair of Heritage Commission

\$1000 is for projects throughout the year.

We try and supplement the budget with the sale of the Hardy Book.

\$600 for the marker, prior to this year, only Robies was on the State Register, shortly three (3) additional Town owned properties will be on the register and the markers will show that.

D. Ross spoke in support of the efforts by this committee.

D. Ross motion to accept the Heritage Commissions budget of \$2000. Seconded by S. Werksman.

Vote unanimously in favor

Cemetery -\$2500

G. Longfellow motioned to approve the cemetery budget for \$2500. Seconded by P. Rueppel

Vote unanimously in favor

Historical Society will be addressed in the Administration Budget

Hooksettites will be discussed as part of the Administration budget

Budget Committee -\$4037

G. Longfellow motioned to approve the Budget Committee's budget of \$4037. Seconded by J. Gorton

Vote unanimously in favor.

Conservation Commission -\$6750

B. Gahara motioned to approve the Conservation Commission budget of \$6750. Seconded D. Dickson.

Vote unanimously in favor

Forest Fire - \$11,500

H. Murray: This budget is the same as last year.

Pump repair kits - In the past, we had no means of testing these kits. We now have sent a fireman to school to learn how to test and rebuild these pumps.

The training budget remains the same. All unused money is returned to the town.

We have budgeted \$5000 for outside assistance from surrounding Towns. If it is unused or not charged, we will return the money to the town.

There were 42 brush fires this year.

G. Longfellow motioned to accept the Forest Fire budget for \$11,500. Seconded by D. Ross.

Vote unanimously in favor

Emergency Management - \$26,698

A. Dionne: Funds were requested to improve the EOC with wireless microphones and mount the TV on the wall.

We got a FEMA Grant to do the repairs on Benton Road and our engineer is handling the project.

S. Werksman motioned to accept the Emergency Management budget for \$26,698. Seconded by B. Gahara.

Vote unanimously in favor.

Building Department - \$117,653

M. Bonsteel: I requested a \$14,000 increase. The largest increase is in the outside contract line. I am requesting one additional staff person for a part time assistance code enforcement official. The cost is \$10,400.

There is also a one-time request for office equipment for the move to the school.

P. Loiselle: Do we have any money left from the Village School project for furniture?

D. Jodoin: We won't know until the project is complete.

P. Loiselle: Are we seeing a slow down of workload in the building?

M. Bonsteel: There is a significant drop in residential but the commercial remains vibrant. WalMart and Lowes are continuing to move forward. Cabela's will be coming in this year as well. A new fee schedule is being developed based on the rates in the surrounding communities. That will be presented to the Council when complete.

D. Ross: What is included in the \$7000 for new equipment?

M. Bonsteel: The \$7000 includes two (2) desks, file draws and a conference table. This is extremely competitively bid.

D. Ross: It appears we need furniture for all departments, wouldn't it be more efficient to handle this separately and contract this out as a complete job. That way you will have more bargaining power.

S. Werksman: Are you using the State prices? We should take all the furniture and put it out to bid as a package.

G. Longfellow motioned to accept the Building Department budget for \$117,653. Seconded by J. Gorton

Vote unanimously in favor.

Warrant Article for a part time code enforcement officer for \$10,400.

G. Longfellow motioned to accept the warrant article for \$10,400. Seconded by D. Ross

Vote unanimously in favor.

Family Services - \$164,890 Increased to \$189,890

J. Buzzell: The telephone line was reduced by \$250 and the education line was reduced by \$300. \$300 is for new office equipment. The welfare increase is \$20,000 and I'm not sure that will be sufficient. I originally requested \$130,000 based on last year's spending. Currently, with 6 months left I am 76% expended. By law, I am required to meet the needs.

G. Longfellow: \$130,000 would be a 30% increase. Legal and Welfare are the only items that we are obligated to spend.

P. Loiselle: That is why I think the \$130,000 is a reasonable request.

***G. Longfellow motioned to increase welfare to \$140,000. Seconded by P. Rueppel.
Roll Call vote unanimously in favor.***

***G. Longfellow motioned to accept the total Family Service Budget for \$189,890.00.
Seconded by S. Werksman.
Vote unanimously in favor.***

This will increase the default budget as well as it is an obligation.

J. Buzzell: The major cause for increase is reflected in the fuel and housing cost.

Hooksett Welfare gets hit hard due to unregulated hotels.

Tax Collector - \$169,796

L. Nepveu: There is an increase for new equipment, which includes four (4) workstations.

Telephone savings due to the change from Verizon to One Communication.

State fees have been changed over.

***G. Longfellow motioned seconded by J. Gorton.
Vote unanimously in favor***

Community Development, CIP

J. Duffy: The budget is less than last year because this is my first year and I am trying to be conservative

Professional services – I am waiting for figure from SNHP. This Money is for the Route 3A management plan based on the Cabela Project and the development is now a hodgepodge and we would like to have a plan and change the zoning like we did with Route 3 and the Performance Zone.

There is talk of changing the Village into a walking area and change the zoning to meet the plans of the surrounding development. This would make it a vibrant place.

The office supplies remain the same.

Postage largely for certified mailing notification. That money is reimbursed by the applicant and goes into the General Fund.

The Telephone was reduced.

The training line was reduced by \$320.00. We budget for two training sessions for the Planning Board members each year, Staff computer training and the Planner association fees.

Travel: All Planning Board members receive \$200 each for travel and alternates receive \$100.

New equipment: This is for one new desk, chairs and file cabinets.

GIS Maintenance \$5600: The Arch View maintenance fee is for aerial photography for the town. We are charged \$2400 to host the website. This contract has been for 2 years but we have never been billed, but we still need to budget for it.

Conversion of Tax Maps – We have an agreement with Stantec to update these. We are converting to CAD. We will add a fee to Planning Board fees so the applicant will pay for these updates. The GIS on the web is for 2003 and we are working on that.

Hearing Expense: This is for Public Notices for the hearing as well as the recording fees at the registry. The money received goes into the General Fund. We've been budgeting \$5000 but it depends on the number of meetings. We've been meeting this year almost weekly.

We have not updated the Internet system or ARCH View. We have a contract with SNHP but they can't do the updates until the tax maps are complete. They must be done by April, and then we will send the information to SNHP.

P. Loiselle: I'm looking at a budget reduction that is significant. I'm concerned that you may leave yourself short.

J. Duffy: We had \$32,000 last year for a town wide traffic study that was originally in the CIP and the Council moved to the budget. This year that is in the CIP.

G. Longfellow motioned to accept the Community Development budget for \$169,768. Seconded by J. Gorton. Vote unanimously in favor

Warrant articles - \$50,000

Feasibility Study: There is \$55,490 in that account as of today. The Planning Board felt it was important to move forward with at least looking at a study of the Southern End of the Parkway. The final const is \$150,000. If money was put for 3 years, they would have enough for the study. Add \$50,000.

S. Werksman motioned \$50,000 for a warrant article for ongoing Feasibility Study for the Southern Leg of the Parkway. Seconded by B. Gahara.

G. Longfellow: I think it is still pie in the sky. There is no way this will ever be built. The road could be built but the layout is for the land where the road goes. To spend \$150,000 for someone to draw a paper street on a map and segregate the land so no one puts a building on it is a waste of money.

D. Ross: This whole CIP should be handled separately.

D. Dickson: Is there a developer pushing this or is it our expense?

P. Loiselle: There is a Master Plan that says this is the key item needed by the Town to move things forward.

J. Gorton: This has been discussed for years, how many years has this been funded?

P. Loiselle: A fair amount of work has been done. We need to formalize the work at least for the Southern Leg of the Parkway.

D. Ross motioned to table. J. Gorton seconded.

Master plan capital reserve fund. The last update to the Master Plan was 2004. It is recommended by the State that it be updated every 7-10 years. We want money to be put in yearly. Last year we requested \$10,000 and it was not approved, therefore, we put \$20,000 this year and \$10,000 every year after. We could update one chapter at a time.

Roadway Impact Study: We have begun collecting roadway impact fees. The town has three zones, the RT 3 the east and west side and the fees stay in those zones. We don't have a plan on what those improvements can be. We can only hold these fees for 6 years. We've collected about \$160,000 to date. We want to get something in place before the 6 years expires. There is \$33,000 currently in an account. The entire study will cost \$100,000.

The money for the study is paid for by taxation. We know where the zones are, but we don't have a plan on how much the construction cost will be to make those improvements. We put together an RFP, and we are trying to put together a study in the areas we are collecting the money.

State law says you can only use impact fee money for town roads. We have State roads and our attorney has advised that we can use the fees if there is an intersection with a town and State road. There is legislation pending to secure that position.

Assessing, CIP - \$172,845

D. Jodoin: The budget is under 2%. The computer requested will come out of the computer capital reserve fund

**G. Longfellow motioned to accept the Assessing budget for \$172,845. Seconded by S. Werksman. 172, 845
Vote unanimously in favor.**

CIP - \$50,000 for the reval

This will be reviewed with the warrant articles.

Library

M. Farwell and Heather Shumway

B. Davis, and Mac Broderick

The budget is within 2% extracting contractual agreements. At the time of the tour, I didn't have circulation status.

Since 2005, the children's usage increase 35%

School usage increased 38% and teen use is up 108%

Overall circulation is up 49%.

With the change in media has come a greater demand for DVD's and less for VHS. DVD circulation has increased 300%. The same is true for CD's vs. audio cassettes.

Budget: The wage line – in the course of the pay equity study, we discovered that everyone else is working a full time 40-work week so we bumped two employees from 35 to 40 hours per week. Maintenance and repair - we need a service contract for the new HVAC system.

G. Longfellow: If you increase employees 5 hours, are you going to increase library hours?

M. Farwell: We were short handed to begin with. We are now open Thursday nights.

Building maintenance supplies and office supplies reflect actuals.

Books and Materials – this has not increased for a number of years due to prioritizing staff. We are asking for a modest increase. Books on tapes are expensive and the demand is incredible.

Remote access database – this is on line resource at the library and from your home. We have actively partnered with the school for availability for teachers and students

Software – most of the software is security software.

GMLAC- This is a consortium of 12 libraries. This allows you to renew and look up books from home. This is the only area in the State that does this.

Postage – This is for the mailing of overdue notices.

Utilities – We reduced this line based on faith. We may regret it. We should see some savings with the new HVAC system.

P. Rueppel motioned to \$51,000. S. Werksman seconded.

G. Longfellow stated this budget was already up 6%.

M. Farwell: The understanding was 2% without the contractual obligations.

G. Longfellow: That was not the understanding. It was 2% total increase.

M. Farwell: We have items in our budget that are not in other departments. Insurance is in our budget and other departments have that in the Administration budget. Also, D. Jodoin moved some life insurance into our budget this year.

M. Farwell: We use natural gas and our air conditioning is electric.

P. Loiselle: We can't be budgeting based on faith. We need to have realistic numbers. There is no way \$47,000 will cut it. I wish some serious homework had been done.

H. Shumway: When we did this number, I used all the Key Span bills.

P. Rueppel suggested H. Shumway call the gas company and request and cost projection for the year.

S. Werksman asked if the library is locked in at a rate?

Barbara Davis: At the time, it was a .50 increase and we opted not to lock in at the higher rate.

P. Loiselle: Without the wage and insurance you are up 2%.

G. Longfellow: The overall is 6%

P. Loiselle: If you take the \$8000 out, you still exceed 2%.

C. Soucie: For all departments, we took last year's budget, added contractual items and added 2%.

D. Jodoin: It is the default plus 2%.

G. Longfellow: That should have been made available to all departments.

D. Jodoin: That's how the budget was prepared for all Town Departments as well as the School. Some Departments don't have contractual agreements.

G. Longfellow: The Council voted for a 2% increase period.

D. Jodoin: The only difference for Library this year is the Life insurance and the pay study.

P. Rueppel withdraws her motion. S. Werksman withdraws the second.

D. Dickson: Will the following year look more in line (2009-2010)

M. Farwell: I can't predict what employee's will choose for benefits. Health Insurance – The increase is due to a change in staff. The previous person did not take the insurance and the replacement took a single policy.

D. Ross: \$3200 for Staff and Trustees - the cost is \$8300 and the request is now \$4500?

M. Farwell: There were one-time expenditures relative to professional expenditures that we don't expect this year. We had professional fees regarding issues of employment. This was for legal and computer forensic work, which is confidential.

M. Farwell: For expenditures to date, we expended 38% by end of November.

M. Farwell: The town did a pay equity study last year, which the Library was not aware of until January. At that point, the Budget Committee asked for information. I asked D. Jodoin for help on how he did his study. The difference in pay equity was \$37,000. The Budget Committee approved but \$20,000 and invited us back the following year. The amount to get equity is \$17,475. This

includes all benefits. We would like you to consider that, if we had done the study last year, we would have been included like the other employees in town. This is above and beyond what is already in the budget.

J. Gorton: Where in the spectrum of starting pay ranges does this put the employees.

M. Farwell: This puts people where they belong based on experience. Our employees were below the starting wage when compared to other towns. This would help us to compensate commensurate with experience. We would split that out into the appropriate lines.

D. Jodoin: This was the same town comparison that was done by the Town and the Budget Committee felt this was too much in one year. Can this be divided up to show the charges to wages? SS and Medicare, etc, and return with the fuel numbers to be presented to the Council on Wednesday?

P. Loiselle: Please adjust the total percentage increase as well.

J. Gorton motioned to table. Seconded by D. Ross.

Solid Waste - \$994,576

The bottom line is up \$9000 due to additional tonnage.

B. Gahara motioned to accept the Solid Waste budget for \$994,576. Seconded by G. Longfellow.

Vote unanimously in favor.

**Highway, Parks & Recreation, CIP
Highway - \$145,650**

D. Hemeon: I believe we are \$6000 over the 2%.

C. Soucie: Town Administrator's request for Highway, with a \$122,000 cut is 3.3% increase.

P. Loiselle: Was the \$122,000 one major cut?

D. Hemeon: \$80,000 was cut from paving.

G. Longfellow: New roads have a direct impact on this department. The Library can survive and you gave them 10%. This is only 3%.

P. Loiselle: The cost in paving is increasing dramatically.

D. Hemeon: I increased this year for Bicentennial, Smyth road, and Prescott Heights.

D. Hemeon: This is contracted paving. We do small patching only.

D. Hemeon: I have 12 highway employees. And in 1994, the Highway Department had 18 staff. We have double the plowing routes now with fewer employees.

D. Jodoin: That 18 employees included Parks, Highway, and trash Collection.

D. Hemeon: The plowing increases are with the schools and there are a lot of new streets in town.

D. Jodoin: Anything to do with employees has been removed from the budget and the suggestion is to place it on a warrant article.

G. Longfellow: I'd like to see the \$80,000 for paving put back in.

D. Hemeon: Paving is the most critical item.

G. Longfellow motioned to increase the highway budget \$80,000 back into the highway. Seconded by P. Rueppel. Vote unanimously in favor.

P. Loiselle: Will this increase in the paving budget result in more paving or just reflective of cost increases.

D. Hemeon: It will just be status quo.

G. Longfellow motioned to accept the Highway budget for \$1,238,478. Seconded by S. Werksman Roll Call vote unanimously in favor.

Warrant Article for Employee for Highway and Park and Rec – 2 full time employees, one for Highway and one for Park and Rec.

G. Longfellow recommended putting both in Highway, which would allow D. Hemeon to determine the need.

G. Longfellow motioned approve a warrant article for two (2) employees for Highway. Seconded by S. Werksman. Vote unanimously in favor

For each new employee, the total cost with benefits is \$59,000 each. The article will be \$118,000 for two.

Highway - trucks

I have no back up trucks. I had two last year that are now gone.
Requesting - 6 wheel plow truck & ton and half crew cab with a plow

P. Loiselle: Have you considered lease purchase?

D. Hemeon: We took a \$50,000 hit on the accident and got \$20,000 from insurance which went to replace the two mowers we lost in the accident.

Department requested these trucks be put in a warrant article.

Park & Rec - \$374,873

D. Hemeon: The mower was cut for \$13,000 and wages for a new employee will go on the warrant.

D. Jodoin: The only additional cuts that can be made to hit the 2% would be to the Fun In The Sun or Fireworks.

D. Hemeon: New equipment is for mowers to cut grass. We can live with just one.

G. Longfellow motioned to accept Park & Rec. budget for \$374,873. Seconded by D. Ross.

Status of New Proposed Park

D. Hemeon: This is being proposed on the corner of Corriveau Drive and Hackett Hill – we had a few hearings that didn't go well. The abutters were not happy. We will have more hearings over the winter.

P. Loiselle: We've had a request for a pet park.

D. Hemeon: The addition of this park would offset or possibly eliminate the deficit, which would allow the town to expend impact fees. We would have \$800,000 of impact money that could then be spent. I'm trying to get the Park and Rec. advisory board to work with the group of neighbors to resolve the issues.

Vote unanimously in favor.

Revolving fund for Park & Rec

Fun in the Sun for \$30,000 I would like to be a revolving fund. It has made money each year. It could be a self-sufficient program.

D. Dickson: What happens if this goes into the negative.

D. Hemeon: I will either increase the fees or limit the enrollment.
We will make it work.

G. Longfellow motioned to create a warrant article to establish a revolving fund for Park & Rec. for Fun in the Sun. Seconded by J. Gorton.

Vote unanimously in favor.

Park & Rec CIP

$\frac{3}{4}$ ton pick up lost in the accident truck
John Deere tractor to replace an old tractor.

Fire - \$2,252,882

Chief Williams: The proposed Fire Department Budget is a 2% increase over the current fiscal year. This is the last year of the fire contract. Of this proposed budget, is the addition of 2 new firefighters. The addition of two (2) people will result in a decrease in cost. My goal is to get all shifts to seven (7), so that we can discontinue the overtime.

The cost savings, plus having additional people will help with the call volume.

This year there was an 8.1% call increase.

2006 – 1917 incidents

2007 – 2073 incidents

Numerous lines remain level funded. If you remove the union contract, the budget only increased .6%.

The two personnel requests were removed and put on a warrant article by the Administrator. I believe it makes sense to keep all the increase in personnel in the operating budget and it would be cleaner to show the savings in the overtime.

I would prefer to keep the employees in the budget, which would be a 2% increase.

If the additional employees are on a warrant article and it passes, he will have 99,000 in savings from overtime that will need to be unspent and returned to town as unexpended.

G. Longfellow requested cutting the overtime from the operating budget and put the two employees back into the operating budget.

C. Soucie: The new Fire Department bottom number would be \$2,252,882.00. \$56,000 would need to be added to the Town Administrator's budget for benefits.

G. Longfellow motioned to accept the Fire Department Budget for \$2,252,882 Seconded by B. Gahara.

Roll call unanimously approved.

Fire CIP

SCBA replacements for \$60,000, which are the air packs for 15 more years.

\$70,000 for Fire Apparatus – We have a 1985 vehicle, which passes the pump test and is inspectable. The CIP Committee requested a Capital Reserve Fund be established for \$70,000 to put money aside for a new vehicles rather than put money to an old piece.

D. Jodoin: The lease purchase is about \$320,000 with a lease payment of \$80,000.

G. Longfellow: This would take 5 years to build enough to buy a new vehicle.

Chief Williams: We would also like to establish a revolving fund, similar to the police department for details.

Warrant Articles – Revolving Fund to put \$1.00 to create a line (116) for special details similar to the police fund. The costs are paid by the vendor.

\$5000 will remain in the budget this year and if passed, it will be removed from the budget next year.

P. Loiselle requested a cap so that at some point, the excess should go back into the General fund.

C. Soucie: You would have to go back to the voters and adjust how much goes into the fund. You should write the article to say the amount equal to the cost of the detail will go into the fund and the % over what is charge the vendor, will go to the general fund. The Police will need to amend theirs. The Fire should be written this way. The only cost being paid out of that fund are the direct cost, the money and administrative cost are going into that account.

One suggestion from DRA (for police) would be to close the account and start again.

P. Loiselle: You do need a buffer to allow for paying the employees until this account is built.

G. Longfellow motioned to create a revolving fund for Special Fire Detail and have \$1.00 placed in that fund. Seconded by S. Werksman.

D. Ross suggested a percent be set up right away to fix the direct and soft costs and fix it later. Possible 70/30.

Chief Williams: We can look at the history and determine what the correct percentage should be.

Vote unanimously in favor

Cistern on Andrea Ave.

Chief Williams: This cistern failed and we spent a lot of money to repair it. D. Jodoin suggested setting up a Capital Reserve fund to repair cisterns for \$10,000
We have 22 cisterns in town.

Dean Jore: The cisterns are put in by the developers. It is a requirement based on the number of homes. They are responsible until we accept this. We assume the maintenance responsibility. Standard is 32,000 gallons. There are also dry hydrants that we supply maintenance for.

The Andrea Ave cistern was about 12 years old.

The specifications have changed to increase the life expectation, which is now about 30 years. Fiberglass tanks are now installed.

Warrant Article for \$10,000 for emergency cistern repairs.

Police - \$3,261,367

Chief Agrafiotis distributed statistics and reorganization information.

This year, the consolidation of the Communications Department is in this budget. Fire is out of Concord. This year, on every page, on the bottom, there are explanations and notes to explain the request to give everyone a head start on what the items mean.

J. Gorton: Under telephone, the earlier budgets showed significant savings from conversion, Fire and Police show no savings. Was everyone included?

D. Jodoin: Yes, everyone was included.

Chief Agrafiotis: We always put in a 5-10 percent increase each year because the calls and work increases. The saving is in there but there is an overall increase. The Communication budget is included in the Police budget as well. This is the first year the budgets were combined.

The overtime line is part of the wage line. It is not segregated. In our internal numbers, it is broken down. There is one wage number, which includes vacation, overtime, and comp time.

P. Loiselle: When you have an officer out on sick time, and you bring another officer in, do you budget time and half for that officer? The officer sick get eight (8) hours and the replacement gets time and half for the time worked?

Chief Agrafiotis: That is correct. This was set up this way with Diane Savoie years ago.

G. Longfellow: The system, when you have 200 hours to cover at \$10/hr is \$20,000 budgeted. If someone goes out on sick leave for 10 hours, and you move someone back in, the pay for this person would be only ½ time.

C. Soucie: We budget as if someone never was out sick. There isn't a sick line. The column called unused sick time is if someone has over 240 hours, they are paid 50%.

G. Longfellow: You had \$100,000 of unexpended funds, which came from unexpended overtime.

Chief Agrafiotis: That is not overtime, it is from unfilled positions. Those positions, particularly midnight shifts, were unfilled. For last two years, on the midnight shift, if an officer called in, we didn't fill it.

This budget is fully staffed. We are down three (3) in total staffing for command positions. If external people get those positions, we will have 29 staff. If internally, we will be down one. We hired two (2) in November and one (1) in December.

P. Loiselle: The Administration and the Council support involvement with community organizations. These dues and fees should not be paid out of the town. Any department submitting those fees should be taken out. Example is dues for Kiwanis Club should be taken out to be consistent with the rest of the town.

Chief Agrafiotis: The Commission was asked for a decision on this issue and they supported the continued payment of this dues.

The Chief and the School Resource officer are in the Kiwanis.
The Chief will take these concerns back to the Commission.

**G. Longfellow motioned to remove \$230 for Kiwanis dues from the membership dues line. Seconded by D. Ross.
Vote 7:1 motion passed (P. Rueppel opposed)**

Chief Agrafiotis: Only marked vehicles can go through the tolls free. Unmarked vehicles must pay. There is movement now in the legislature to allow any government vehicle through for free.

G. Longfellow motioned to accept the Police budget for \$3,261,367. Seconded by D. Dickson.

D. Ross questioned the legal line. The actual is less than the amount requested.

Chief Agrafiotis: \$12,000 was for Negotiations and \$6000 was left for the need for a labor lawyer if needed, even though it is not a negotiation year.

The next line is legal for personnel issues, which is less in years past but there will always be unexpected issues. The employee issues of the past have gone away but there are still some new issues.

In policy with regard to firearms, with the Commissioner's authorization, we are having reviews done by legal counsel. This is an investment in doing things right the first time and will keep us out of court; particularly with FMLA changes.

Roll Call unanimously in favor

Communication CIP

This is money for future communications. There were a number of years this wasn't funded. Rather than extend the plan, we increase the request. Look at putting some money aside for future communication needs. \$428,000 is total project cost.

I ask that you balance the cost and put some money in for new towers or whatever the growth will dictate. We may need to add new sites rather than replace equipment. \$30,000 is a good number.

Capital Leases

D. Dickson motioned to accept \$130,568 in a warrant article. Seconded by J. Gorton. Vote unanimously in favor.

Debt Service & Tax Anticipation Note Interest

G. Longfellow motioned to accept \$434,265 in a warrant article. Seconded by J. Gorton. Vote unanimously in favor.

Finance - \$126,776

C. Soucie: There is an increase in the wages. The audit is included in the budget. We didn't ask for new equipment. We requested storage shelves to move some of the old files. We have new furniture that was purchased from last year's encumbrance. \$1000 was cut for a laptop if needed by the new treasurer.

G. Longfellow motioned to accept the Finance Department budget for \$126,776. Seconded by S. Werksman. Vote unanimously in favor.

Town Buildings - \$458,217

D. Jodoin: The increase of \$10,000 is for repairs. The buildings are getting older. There will be a new building and the current town hall will have to be winterized.

P. Loiselle: This building was given to the town with the use as a town hall and must remain as a town building.

D. Jodoin: The maintenance personnel increase is not in this budget. The telephone cost is for a pay phone that must be provided at the Court House.

The Maintenance person, for 25 hours a week, is currently in this budget.

The revenue from the lease of the Court House goes into the General Fund. There is a cost savings for police time and travel locally.

\$660.00 needs to be added for lease of the cell tower on South Bow.

G. Longfellow motioned to increase \$660.00 for the cell tower lease. Seconded by S. Werksman. Vote unanimously in favor.

B. Gahara motioned to add a full time maintenance person for \$34,219. Seconded by J. Gorton.

Vote unanimously in favor.

S. Werksman motioned to accept the Town Buildings budget for \$458,217. Seconded by J. Gorton.

Roll Call vote unanimously in favor.

Administration, Wage Increase Warrant Article, CIP

To be addressed at the Council meeting on January 9, 2008.

- Additional personnel for maintenance person and firefighters.
- Bill Sirak will attend the meeting to present the information for Economic Development.
- The Public Access Television

Hooksettites - \$3500

Proposed Discontinued Warrant articles

3 Capital Reserves –

- Engineering for Fire Station
- Fire Department computer development fund established in 2004 (Town wide computer that includes fire)
- Containment enclosure for storage at Tranfer in 2003 1386.10 plus interest to return to the general fund

G. Longfellow motioned to accept the discontinuance of these funds. Seconded by D. Ross.

Vote unanimously in favor.

Reduction of Debt

18 million for Cabelas, which was passed last year: The special warrant approved to revise the funding. It was stated that we would come back to the voters to reduce the debt that wasn't needed.

Warrant article to rescind 16 million.

D. Ross motioned to accept the warrant article to reduce the debt. G. Longfellow seconded.

Vote unanimously in favor.

Non-Union full and part time personnel wage increase.

G. Longfellow motioned to put a 2% cola increase and a 2% merit increase. No second.

G. Longfellow motioned to put 4% for merit wage pool increase. Seconded by D. Ross.

D. Jodoin: I thought we were trying to put everyone on the same page. If police and fire are getting 3% you should give town 3%.

D. Ross motioned to amend to \$ 113,975, which is 4% of current gross wages. Seconded by B. Gahara.

Roll call unanimously in favor.

Vote on the original motion.

Roll call unanimously in favor.

Change in the law in 2007 that said the town meeting had to vote to add the numeric tally to be printed on the warrant articles.

The Warrant Article must give – Town council vote

You can do it on bonds, appropriation, notes but if you want to do it to other type of articles, the town must vote on whether the numeric vote will be added to tally.

This must go before the voters if they want to see the numeric tallies on all articles.

***J. Gorton motioned to recommend the warrant state "continue to put tallies". Seconded by S. Werksman
Vote unanimously in favor***

**CIP Town wide Computer fund -\$10,000
*No motion needed***

Conservation Land Acquisition - \$50,000

G. Longfellow: They are supposed to get \$250,000 from the Cold Storage and they are supposed to get something from the State.

Table and request Conservation speak to this request.

Tabled
Town Administration
Library
CIP
Conservation

ADJOURNMENT

*G. Longfellow motioned to adjourn. Seconded by D. Ross.
Vote unanimously in favor.*

Respectfully submitted,

Lee Ann Moynihan

David F. Dickson
Town Council Secretary