

Official

**TOWN COUNCIL MINUTES
Budget Workshop
Saturday, January 8, 2011**

CALL TO ORDER: Chairman Gahara called the meeting to order at 9:00 am.

PRESENT: David Boutin, James Gorton, Vincent Lembo, James Levesque, George Longfellow, Nancy VanScoy, Daniel Paradis, Michael Pischetola, Carol Granfield (Town Administrator) and Chairman William Gahara.

ALSO PRESENT: Christine Soucie, Finance Director

PLEDGE OF ALLEGIANCE

BUDGET DISCUSSION

Budget Committee

G. Longfellow moved to adopt the budget of \$5,886. Motion seconded by N. VanScoy.

D. Boutin moved to amend the budget and reduce Dues & Subscriptions line by 20%. Motion seconded by M. Pischetola.

N. VanScoy suggested authorizing the Town Administrator to reduce all training lines across the board.

Motion to amend the budget failed.

Motion to adopt the budget of \$5,886 passed with D. Boutin opposed.

Cemetery

D. Boutin moved to approve the budget of \$850. Motion seconded by G. Longfellow. Motion passed unanimously.

Assessing

The total budget decreased by \$11,060 due to contractual services, which was put out to bid.

D. Boutin moved to reduce the Training & Dues line by 20%. Motion seconded by M. Pischetola.

An individual from this department is currently going through training for certification. Membership and computer training come out of same line item.

Motion failed.

J. Levesque moved to adopt the budget of \$161,070. Seconded by V. Lembo. Motion passed with D. Boutin opposed.

Finance

D. Boutin moved to reduce the Training & Dues line by 20%. Motion seconded by D. Paradis. Motion failed.

G. Longfellow moved to adopt the budget of \$180,967. Motion seconded by J. Levesque. Motion carried with D. Boutin opposed.

Debt Service/Leases

D. Boutin moved to adopt the budget of \$388,114. Motion seconded by N. VanScoy. Motion carried unanimously.

Library

D. Boutin moved to adopt the budget of \$522,942. Motion seconded by N. VanScoy. Motion carried unanimously.

Public Works

Highway Division, Parks & Recreation Division and Town Buildings Division

Overall the total budget decreased by \$37,862. School plowing and maintenance was not included. A maintenance contract to continue service to the School is under consideration. Cost (\$82,651) of the contract does not include equipment and materials. It is for manpower only. The School Board added \$162,000 to their budget for the contract.

G. Longfellow moved to add the school snow plowing to the Public Works budget and for all other services provided to the school to remain the same as it has been. Motion seconded by N. VanScoy.

A lengthy discussion on the matter ensued.

Motion failed.

D. Boutin moved to adopt the budget of \$2,622,465. Motion seconded by J. Levesque. Motion carried unanimously.

Public Works CIP Discussion (Note: CIP items will be voted on at a later Council meeting.)

Plow Dump Truck, 1-Ton Dump Truck, Backhoes & Loaders and Pick-up Trucks.

Discussion on purchasing v. leasing.

D. Hemeon stated all CIP request are priority items with the Backhoe & Loader as the highest priority. He stated the Town has to start putting some money aside for equipment replacement at some point.

Discussion on the tax impact of the budget including warrant articles. D. Boutin commented the actual tax impact (\$0.60 increase) does not reflect the Council's goal of 1% reduction, assuming all warrant articles presented pass.

D. Hemeon stated the Council has to have a plan in place and start setting up funds to replace an aging fleet.

Chairman Gahara stated the Council should take a look at what is being presented and think about a reasonable and simple long-term plan. A long-term plan has to be started.

G. Longfellow suggested extending the terms of CIP items to reduce tax impact. CIP items have a minimum of 6 years. This could be extended longer.

Recycling & Transfer

G. Longfellow asked for clarification on the two Fuel lines (\$25,208 under Solid Waste/Recycling and \$22,000 under Collection).

D. Boyce explained the department is in charge of purchasing fuel for Highway and get reimbursed. At the end of the fiscal year, the tanks are filled just in case gasoline prices increase.

N. VanScoy moved to adopt the budget of \$1,148,203. Motion seconded by D. Paradis.

G. Longfellow moved to amend the motion and reduce the Tipping Fees line item by \$50,000. Motion seconded by N. VanScoy.

G. Longfellow explained Tipping Fees have always been over-budgeted in the past. The Council is looking to cut the budget and this is where the Council could cut.

Motion failed.

N. VanScoy moved to amend the motion and reduce the Tipping Fees by \$49,500. Motion seconded by M. Pischetola.

N. VanScoy explained that she sees this line as a viable item to reduce.

Roll call vote failed.

Vote on the original motion to adopt the budget of \$1,148,203 carried.

Recycling & Transfer CIP Discussion

Automated Trash Collection for \$920,000

D. Boyce stated she can reduce her CIP request to \$220,000 as she has some funds left to be used for this purpose.

The new figure is \$700,000.

G. Longfellow shared some information on automation system.

Fire-Rescue

Fire Division, Ambulance Division, Forestry Division

Fire Chief Michael Williams noted the department reduced the budget on the following line items, union one-year concession (\$59,800), part-time secretarial position and haz mat team was reduced to \$1.

Chairman Gahara thanked the department for their efforts in trying to assist with the Council's goal of reducing the budget.

Discussion on Professional Services, Fuel and Training line items under Fire Division, Overtime line under Ambulance Division

M. Pischetola moved to adopt the budget of \$3,506,956. Motion seconded by J. Gorton.

D. Boutin moved to amend the motion to reduce Training (for union staff, \$2,800) and Training-Administration (for non-union staff, \$1,000) line items by 20% each. Motion seconded by N. VanScoy.

Vote on the motion to amend failed.

Vote on the original motion to adopt the budget of \$3,506,956 passed.

Fire-Rescue CIP Discussion

Tanker, Fire Apparatus and Air Packs & Bottles

CIP items include a seven-year lease agreement for \$375,000 for a (larger) tanker, purchase of Fire Apparatus (engines, tankers, forestry vehicles, etc.) for \$90,000 and \$20,000 to be placed in the Air Pack and Bottles Capital Reserve Fund.

Another item is to establish an ambulance (self-funding) revolving fund using all revenues received for ambulance services.

Discussion on utilizing impact fees collected for some of the items. Impact fees items have to be growth related.

Police

Total budget request of \$3,463,417 does not include Police Commissioners' stipend. Total budget is \$3,464,709 with stipend.

Police Commissioner Joanne McHugh presented the budget. She addressed the subject of Police Commissioners' stipend. One of the Commissioners read the RSA 105, which states that being commissioners should not receive stipend. The Commissioners made a motion at their meeting to return the stipend. It was discovered the Commission operates under Chapter 4.12, not RSA 105. The motion still stands and the Commission will vote on the matter at their next meeting. The budget being presented includes stipend.

Police followed the Council's suggested budget goal of 1% reduction. The Executive Assistant served as the recording secretary, which added overtime costs. The commission is in the process of hiring a recording secretary to take minutes for the board. This will reduce overtime.

Part-Time Employees - include a Clerk (used to be full-time), who works when needed and an investigator, both with maximum 32 hours per week.

Full-Time Employees - The staff has 25 sworn officers. The Department is at full staff.

Fuel – The original request was for \$71,000. The commission decided to take 4 vehicles out of the fleet because of high mileage, 2 new vehicles were put into service. The fleet averages at 10.8 miles per gallon. Mileage per year is approximately 300,000 miles and constantly reducing every year. Originally, there was a request for 4 new vehicles. The commission reviewed the fleet and discovered 2 vehicles with no mileage that are not in service. The commission decided to replace the 4 old vehicles with 2 new vehicles.

Vehicle Maintenance – Last year's request was \$48,738. It was reduced this year due to the newer cars being put in service. Crown Victoria's are being phased out.

Legal – There is \$25,000 on this line. The commission has a practice they want followed. Any legal questions are first referred to LGC before an attorney is consulted.

Cost associated with NH Retirement System increased by \$22,000, Life Insurance decreased by \$472 and Health Insurance increased by \$47,706. Overall increase of \$63,126 was absorbed within the budget.

Community Service – Hooksett now has Neighborhood Watch group to try to diminish the number of burglaries. A former police officer is working with the group. All money is for supplies, none is spent on personnel.

N. VanScoy moved to adopt the budget of \$3,463,417. Motion seconded by J. Levesque.

M. Pischetola moved to amend the motion and reduce the budget to \$3,419,417 by reducing Uniforms by \$4,000 and Part-Time Employees by \$40,000. Motion seconded by G. Longfellow.

Roll Call Vote

D. Boutin	Yes
J. Gorton	No
V. Lembo	No

J. Levesque	No		
G. Longfellow	Yes		
N. VanScoy	No		
D. Paradis	No		
M. Pischetola	Yes		
Chairman Gahara	No	3-6	<u>Motion failed.</u>

Vote on the original motion to adopt the budget of \$3,463,417 carried.

WARRANT ARTICLES

Warrant Article I - Moves the decision making powers to the Town as opposed to Conservation Commission. Land purchases should go through CIP for big purchases such as The Pinnacle property. Conservation Commission can still purchase land. Conservation Commission will be asked to attend the Council meeting on January 12th to discuss this item.

Warrant Article S – N. VanScoy suggested adding on the note that the tax increase of \$0.15 is for one year only.

Warrant Article T - An alternative warrant article will be prepared for the ambulance services.

ADJOURNMENT

The meeting adjourned at 2:45 pm.

Respectfully submitted by,

Evelyn F. Horn
Administrative Assistant

Vincent F. Lembo, Jr.
Town Council Secretary