

**MINUTES OF THE SELECT BOARD AND ADVISORY BOARD  
COMMITTEE BUDGET WORKSHOP**

**November 17, 2015 7 pm**

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**Present:** Chairwoman Dennis, Selectman Bugbee, Selectman LaCourse, ABC Chairwoman Alice MacKinnon, Town Administrator Julie Glover, Bill Henze, Pat Barbour, Roger Rice

**Not Present:** Cary Brown

1. Selectwoman Dennis calls the ABC Workshop meeting to order at 7:00pm and turns the meeting over to the Town Administrator to present the Selectmen's FY17 Budget.
2. TA Glover refers to the NH State Revenue chart that she handed out. Less State Revenue means more that the local taxpayers have to bear in terms of costs.

TA Glover goes through the Selectmen's Budget. In order to achieve what the Select Board requested which was a flat budget, the TA presents a budget that is down \$26k.

There are some allocation adjustments within the Financial Administration lines and IT lines to better account for how things are spent. Within Personnel Administration there are several adjustments due to the changes in health insurance. There is a savings here of \$24k. In Government Buildings there is a slight reduction of \$748. General Assistance has been slightly reduced based on expenses in the past couple of years but the Town is obligated by State law to help anyone who comes to us for help that meets the guidelines. The bond interest goes down every year as we approach 2023 and 24.

Chairwoman Dennis asks about Computer Hardware. TA Glover states that the Town has a computer replacement plan. Selectman Bugbee asks where the mitigation is for the employee cost impact regarding the health insurance. TA Glover says that is located in the health insurance line. Selectman LaCourse asks about the Town Report cost. TA Glover clarifies that state statute mandates that a written Town Report; therefore, she did not feel comfortable reducing that line. Selectman Bugbee asks for the TA to speak on the legal line since it went up a little bit. TA Glover reminds everyone that that hundreds of municipalities in the State of NH are being sued by Fairpoint over the taxation of the poles, distribution lines and right of way. Lee joined a coalition of municipalities who are all using DTC for representation in this lawsuit. The cost that Lee is paying is really just a small share of the overall cost to fight this lawsuit. The case is being heard in a special court in Merrimack. The other costs are the general legal fees.

Selectman Bugbee wants to do away with pay in lieu of vacation benefit. Selectman LaCourse agrees. Both think that employees should take their vacations.

3. Roger Rice states that up until four years ago there had been 2 full-time positions at the Transfer Station whereas now there is only one. When the current full-time person was hired 4 ½ years ago apparently there were promises made that he would receive step increases annually. He started at \$13 something and is now at \$16.24. Mr. Rice states that after looking at different facilities and what they pay, in order to keep this employee it would be necessary and appropriate to raise his pay to \$18. TA Glover asks how he went about choosing who he looked at for pay rate comparisons. He called people he knew through the NNRA. The NHMA does pay rate comparisons every two years according to

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TA Glover. Selectman Bugbee asks if she can send this around to everyone. She will. Chairwoman MacKinnon asks if Lee has a wage schedule or scale. TA Glover says no. Selectman Bugbee says that this do not sound unreasonable especially since the Board voted to move the part-time employees to \$15. Since we are happy with this employee's work then we probably do not want to lose him to another town. He continues to say that there should be a differentiation between what we are paying the part-time people vs. someone that is full-time with greater responsibility. TA Glover states that one of the reasons for raising the part-time pay was because it is very difficult to get someone to work part-time at \$12hr without benefits; whereas the full-time position has \$25,000 a year worth of benefits. Chairwoman MacKinnon states that one can't live on \$32k a year especially if you have a family. The Board will take a look at the information that the TA will send out.

4. Chairwoman MacKinnon asks where the overall budgets stand and what the reasoning was for the Board's instructions. TA Glover states that so far most of the departments are sticking with the 'keep it flat' or slightly under what they were last year. In the past few years the instructions were present what you want. The budgets were starting to creep up. These instructions were in anticipation of the tax rate increasing. Chairwoman Dennis states that this approach was a natural progression because we have been working hard for the past several years to try to nail the overages in the budget. The Board was also very concerned after speaking with the school department that this coming year was going to be bad.
  
5. Chairwoman Dennis motions to adjourn. Selectman LaCourse, seconds. All in favor.


Minutes transcribed by:

  
\_\_\_\_\_  
Denise Duval, Town Secretary

\_\_\_\_\_  
12/21/15  
Date

Minutes accepted by:

  
\_\_\_\_\_  
Carole Dennis, Select Board Chair Selectman

  
\_\_\_\_\_  
Alice MacKinnon, ABC Chair  
12/21/15  
Date