

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

October 26, 2016

PAGE 1

Board & committee members present: Chairman Bugbee, Selectman LaCourse and Selectman Brown, ABC Chairwoman Alice MacKinnon, Pat Barbour, Cord Blomquist

Others present: Town Administrator Julie Glover, Police Chief Tom Dronsfield and Library Director Ruth Eifert, Annie Gasowski, Cynthia Von Oeyen and Peg Dolan

1. Chairman Bugbee calls the meeting to order at 7:00 pm and moves to go into Non-Public Session per NH RSA 91-A: 3 II (a) personnel at 7:00 pm. Selectman LaCourse, seconds. Roll Call Vote. **All Agree following Roll Call Vote. Motion Carries.**
The Board returns to public session at 7:06 pm. Chairman Bugbee turns meeting over to Chairwoman Alice MacKinnon.
2. Chairwoman Alice MacKinnon introduces Police Chief Dronsfield for the first budget presentation.
3. Chief Dronsfield explains that the first page is a breakdown of the individual line items of the police budget. There are changes in the payroll. He is asking to re-align staffing to reflect what they actually have for staffing. The photocopier contract will now come out of the police budget which will be \$2912.64 per year. The dispatching service will increase by \$3695 this year. The Chief is looking to increase the Training line item by \$2000. He refers to the handout regarding the stats which shows that they are incredibly busy. The Chief is looking to officially add a 32 hrs a week position which will provide 4 eight hour shifts. The person filling this position at this time is Jerry Berry. In addition, he is ready to fill the eighth full-time police officer position which was approved last year. He wants to hire a "green" person. Meaning send them through the academy and have them sign a three year contract to guarantee getting that money back. If the employee wants to terminate the contract then they would have to reimburse the Town for cost of the training and/or equipment. Chief Dronsfield is asking for a merit increase for Robin Estee in the amount of \$3473.60. He is looking to increase the Overtime line by \$2753.90 which is what they went over last year. If he gets the part-time officer it will alleviate the need to ask for an increase in overtime. The overall budget increase is \$48,258.12 increase which is just about a 7% increase. The Town is growing and so is the cost for employing his department. In the last 2 years since he has taken over as Chief, they have received \$62,000 in grant money for equipment replacement and extra patrols. Their calls for service are up about 45% from last year at this time. Domestic are up 100%. The Chief wants to make sure that in the future when they receive grant money that it goes into their budget and not the general fund. TA states that it all depends on how the Board accepts the grant. There is a significant discussion surrounding the traffic circle. Chairman Bugbee asks the Chief to contact the person at the State to come to a Board meeting to discuss the ramifications of this new traffic circle.
4. Ruth Eifert is looking for a slight increase in the non-print line item. The ancestry edition at the library is not as extensive as the one you can purchase for yourself online, but it is rather good. Ms. Eifert is asking for an increase in her Maintenance line item specifically because the Library is now paying for their own security monitoring which is \$250 per year. The overall operating budget is increasing \$8050. The Library is open about 300 days per year and meeting space is being used regularly. Downloading materials increased by 36%. Ms. Eifert is

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

October 26, 2016

PAGE 2

proposing a 5% salary increase for all Library employees. The bottled water expense of \$200 needs to show up as a line item. Chairman Bugbee asks for a clean copy from Joanne with the corrections discussed. The Lee Library received \$4379 from the Friends of the Library. Annie Gasowski adds that the recent survey said that the people really appreciate the staff.

5. Chairman Bugbee moves to adjourn at **8:11pm**. Selectman Brown, seconds.

Minutes transcribed by:



Denise Duval, Town Secretary

11 | 2016

Date

Minutes accepted by The Lee Select Board and
the Advisory Budget Committee:



Scott Bugbee, Chairman



Alice MacKinnon, Chairwoman