

LONDONDERRY BUDGET COMMITTEE
Minutes of the Meeting of
August 23, 2007

The regular meeting of the Budget Committee was held in the Moose Hill Council Chambers, Town Hall, 268B Mammoth Road, Londonderry.

Committee Members Present: Tom Freda, Chairman; Sean O’Keefe, Vice Chairman; Mike Brown; John Robinson; Tom Dolan; Jay Hooley, Secretary

Absent: Mike Toth

Other Officials Present: Sue Hickey, Finance, Asst. Town Manager for Finance; Ben Parker, Dan Bever School Board Liaisons; Peter Curro, School Business Administrator; Richard Mackie, Chairman, Pauline Caron, Treasurer, Trustees of Leach Library; John Farrell, Planning Board Rep CIP committee; Joe Paradis, Town Council Chair; Deb Paul, Alternate – Heritage Commission.

I. CALL TO ORDER : The meeting was called to order by Tom Freda at 7:04 PM.

II. BOARD WORK

SB / TC Liasons – Peter Curro was asked for a copy of School Budget Calendar – he will forward to Budget Committee Secretary.

Peter Curro handed out pictures of South School portable structural flaws/problems. Roof work should be completed by Friday Aug 24th. Sean O’keefe requested info asked for at last BC meeting regarding use of new portables vs brick and mortar for South School as an option. Peter hopes info will be available for 8/28 SB meeting. Sean also asked if repairs to existing could be done instead of construction. Peter indicated that this could be explored, he was not optimistic about this option. Jay Hooley questioned lack of following purchasing procedure and advertising for South School roof project. Peter indicated that desire to complete project before school started was driving factor for this decision by the School Board. Tom Dolan question presence of hazmat. Peter indicated that he was aware of none.

Tom Robinson question nature of problem with roof. Peter explained nature of defects. Mike Brown asked about source of monies for the repairs. Peter explained that some monies had been reserved for South School, some from Maintenance Reserve Trust Fund. Tom Freda asked about issue of “bringing building up to code” when renovating, and possibly separating new modulars from bldg at South School. Peter indicated that there is an agreement with Fire Dept to upgrade the whole facility to code when renovating, including fire access road and sprinklers. Peter indicated that there is a difference between “substantial improvements” and “repair”.

Sean O’Keefe questioned ongoing assessment of facilities. Peter Curro indicated that this recent assessment was more in depth

Jay Hooley question balances in “non-lapsing” accounts for schools. Peter listed the few remaining.

Pauline Caron questioned the ongoing cost of the lease on the South School portable. Peter indicated that we only paid for three years and have not paid since approximately 1995.

Motion by Sean O’keefe to post table of tax rate and assessments approved by Sue Hickey, as presented by Tom Freda, to web site. Second by Mike Brown.

The vote on the motion was as follows:

Member	For	Against	Abstain	Absent
Tom Freda, Chairman	X			
Sean O’Keefe, Vice Chairman	X			
Mike Brown	X			
Tom Dolan	X			
Mike Toth				X
Jay Hooley	X			
John Robinson	X			
Totals	6	0	0	1

Presentation by Tom Freda School Enrollment vs Employees. Question by Tom, with explanation by Peter regarding “Operating Budget” vs Operating Budget plus other articles other than “special” funds such as teacher contracts, etc. which will impact overall operating budget. Peter offered to sit down and go over numbers for clarification.

Question by Sean O’keefe to Sue Hicker regarding loss of 1.5 million registration fees for Enterprise Rental, as indicated by State Rep Al Baldassarro to Sean O’keefe. Sue indicated that she was not aware of any such change, but that she would follow up on it.

John Farrell answered several questions on CIP. He went on to explain that projects are scored and spread over a six year period. Health and Safety, as well as “maintaining services as they exist” are scored higher, “nice to have items” are scored lower. Items that go to ballot and fail come back and get scored again by CIP and typically get scored about the same. Mike Brown asked about next meeting. It is Thursday 8/30 in Moose Hill conference room. Submissions are all in. Committee requested all projects over 1 million be presented by dept head at this meeting justifying scoring of project. Once scored CIP presents to planning board, for recommendation to Council. Question from Mike Brown as to whether all that will be done can be done in one night. John indicated that the meeting begins at 5:30 for a reason, we’ll find out next Thursday. Tom Dolan mentioned that CIP goes through process, makes recommendation to Planning Board, who makes recommendation to SB and TC who decide what to put forth on ballot to voters. Once put forth BC gives opinion on what TC and SB put forth. John indicated that a slide will be presented at the meeting outlining the process.

Question from Sean O’keefe about public comment on CIP. John indicated that comment will happen following presentations by dept heads. Tom Dolan indicated that SB and TC also give opportunity for public comment. It was noted that planning board has on multiple occasions modified the CIP.

Mike Brown asked if Budcom wanted to split load on meetings during budget season as done last year. Sean indicated yes, following 4/3 split between School and Town, sharing load and crossing as needed. Mr. Freda indicated that designated liaison members would act accordingly.

Board Work then ended at 8:15 PM.

IV. ACTION ITEMS

Covered above

V. NEW BUSINESS

Sean O’Keefe reference “manpower plan”. Sue indicated that time was needed to digest it, and that it would be discussed at next meeting.

Tom Freda questioned workload in assessing department in absence of a reassessment. Sue indicated that ongoing renovation, etc, creates workload. Tom Dolan questioned reductions in force in assessing dept that had occurred already. Sue Hickey indicated that a “downsizing” had already occurred by one part time employee. John Robinson question ongoing assessments in different areas. Sue indicated that this goes on between blanket assessments.

Tom Freda asked if staffing reviews occur upon any resignation, Sue indicated that succession planning occurs ongoing. Sue explained that in some positions, it is less practical to do a trial without an employee, such as an inspector. John Robinson though some experimentation should be considered to see if we can do without a given position. Sue indicated that this could be difficult with certain positions.

Sean O’Keefe gave a presentation on Councilor Farmers recommendation that this years budget be 1% lower than last year, with .5% budget increase by department heads for things they need. This would result in 3 “defaults”. John Robinson raised the fact that two contracts were not approved and questioned what we can do to bring these to closure and minimize “bump” of retro payments. Sue Hickey indicated that retro payment is not required and is the council’s decision. Sue indicated that some groups need to vote as a group and move forward with negotiation.

Tom Freda asked if we are expecting an increase in retirement costs. Sue indicated than next increase in FY10.

Mike Brown reiterated the schedule for School tours.

VI. OTHER BUSINESS

Liaison reports both addressed in Public Comment section.

VII. APPROVAL OF MINUTES

Mr. Freda indicated that two sets of minutes had been prepared for prior meeting of 7/26/07, due to change in secretary. Mr. Dolan's minutes identified as #1. Mr. Freda's identified as #2.

Motion by John Robinson to adopt #1 with Mr. Freda's as an addendum. Second by Mike Brown.

The vote on the motion was as follows:

Member	For	Against	Abstain	Absent
Tom Freda, Chairman	X			
Sean O'Keefe, Vice Chairman	X			
Mike Brown	X			
Tom Dolan, Secretary	X			
Mike Toth				X
Jay Hooley	X			
John Robinson	X			
Totals	6	0	0	1

VIII. ADJOURNMENT

There being no other business, Tom Dolan made a motion to adjourn at 8:38 , seconded by Sean Okeefe.

The vote on the motion was as follows:

Member	For	Against	Abstain	Absent
Tom Freda, Chairman	X			
Sean O'Keefe, Vice Chairman	X			
Mike Brown	X			
Tom Dolan	X			
Mike Toth				X
Jay Hooley, Secretary	X			
John Robinson	X			
Totals	6	0	0	1

IX. UPCOMING MEETING SCHEDULE:

- A. Budget Committee Meeting **Sept 26, 2007 – 7:00 PM**
- B. Budget Committee Meeting **October 25, 2007 – 7:00 PM**

X. RECORD OF MEETINGS HELD:

- 1. Organizational Meeting **March 22, 2007 – 7:00 PM**
- 2. Second Meeting, **April 19, 2007 – 7:00 PM**
- 3. Third Meeting, **May 24, 2007 – 7:00 PM**
- 4. Fourth Meeting - Joint Meeting of the Town Council, School Board and BC, **June 12, 2007**
- 5. Fifth Meeting, **July 26, 2007 – 7:00 PM**
- 6. Sixth Meeting **August 23, 2007 – 7:00 PM**

RSA: 91-A:2 Meetings Open to Public. –

II. All public proceedings shall be open to the public, and all persons shall be permitted to attend any meetings of those bodies or agencies. Except for town meetings, school district meetings and elections, no vote while in open session may be taken by secret ballot. Any person shall be permitted to use recording devices, including, but not limited to, tape recorders, cameras and videotape equipment, at such meetings. Minutes of all such meetings, including names of members, persons appearing before the bodies or agencies, and a brief description of the subject matter discussed and final decisions, shall be promptly recorded and open to public inspection within 144 hours of the public meeting, except as provided in RSA 91-A:6, and shall be treated as permanent records of any body or agency, or any subordinate body thereof, without exception.
