

**OFFICE OF SELECTMEN
6 HOLLAND STREET
PO BOX 139
MOULTONBOROUGH, NH 03254**

Selectmen's Workshop

December 15, 2011

MINUTES

Selectmen: Selectmen: Joel R. Mudgett, Chairman, Edward J. Charest, James F. Gray, Betsey L. Patten, Russell C. Wakefield; Carter Terenzini, Town Administrator.

ABC: Jean Beadle, Ed Marudzinski, Barbara Sheppard, Kathy Garry, Russell C. Wakefield, Tom Randell

Absent: Alan Ballard (with prior notification)

CALL TO ORDER: Joel called the meeting to order at 4:00 P.M.

The Town Administrator updated the Board on the recently authorized alternate health insurance plan. Twenty two employees have signed up and the FY 2013 savings (at 2012 rates) would be \$55,000.

Various reporting dates that needed to be met to stay within the ABC's Charge were reviewed, based upon a February 2nd Public Hearing date for the budget, road program and the like. It was jointly agreed that the next set of meetings were scheduled for January 5th and January 19th with each at 4:00 P.M. It was noted they may need to start a bit earlier depending upon how much discussion was left.

Discussion turned to the potential COLA as it impacted the calculation of the contingency, the various types of indexes that were available for us to use (the Town Administrator has used CPI-U Northeast as it is what the State employment office uses and what we use with our vendors) and how this should be viewed within the concept of the overall contingency.

Betsey was comfortable with the recommended 2.5%. Russ said he wanted to go back to the issue of whether or not this was responsible as it's below the actual rate experienced this year. He also wondered if we should be tapping the contingency when an emergency arises before we tap the various accounts. There was a further explanation of why we tap departments and the contingency and in what order for any shortfalls and how the recommended COLA compared to other standards and the long term trends. Ed M. said it was important that people understand that any unexpended money goes back to the general fund. The consensus was to move forward with a 2.5% COLA and for the TA to pull together the history on the budget amendments that have been used over the past few years since we have made them a formal part of the process.

Jean Beadle said the ABC would like to challenge the Department Heads to cut 5% (excluding salary and benefits). Betsey said she would have preferred we do that challenge at the time of crafting that budget. The TA explained why he felt across the board cuts were not the best way to manage and suggested he just be given a bottom line and then work it out with Department Heads. There was no consensus to move forward in this fashion.

The TA ran through a checklist of issues he needed to have some direction on (decisions indicated are by consensus of the BoS); (a) Would we increase the money for college education or revise the policy to allow for this lower budget amount (revise the policy); (b) would we add money to EMA for the

Emergency Management field exercise or wait to fund it internally during the year (add \$5k), (c) would we add monies to the Police budget to cover a re-run of the Police salaries (add the increase on the salary side as the savings relied upon to offset it were from variables); (d) was the balance of the budget as presented agreeable (it was); and (e) with respect to Capital amounts the TA advised the BoS on the Conservation Commission's initial reaction to submitting all three parcels to the CIPC and their concerns of over-committing their fund and advised the Planner, had subsequently been authorized by the Conservation Commission Chair to submit all three parcels (maintain the allotment at \$195k for milfoil, endorse the Town Fellow's financing submitted with the budget, and advise the CIPC of the intent of the BoS to date, noting the open issues of the Utility 1 and Conservation Commission parcels [yet to be heard by the CIPC] and the possible supplemental monies needed for the soccer field which may yet come from the Recreation Revolving Fund). The TA noted the results of the meetings with DES as to permitting would be distributed over the coming week in a memo wrapping up all design, permitting, construction and timeline issues in a final head to head comparison.

A work-plan and statement of purpose for the GIS program was distributed and the consensus was to endorse it and move forward. Finally the TA noted we had been requested to include an annual report by one of the area elected officials who represented the Town and he asked for direction. The consensus was to not include such reports unless they are a part of the Town Government structure.

ADJOURNMENT: There being no further business the Chair adjourned the meeting at 5:50 P.M.

Approved

Date
Respectfully Submitted
Carter Terenzini, Town Administrator