

BOARD OF SELECTMEN WORKSESSION MINUTES

January 8th, 2007

A budget work session was called to order by the deputy chair at 10:00 am on Monday, January 8th, 2006 in the upper conference room of the town hall.

Present: Ron Gehl, Selectman
Peter Rhoades, Selectman
Dwight Jones, Selectman ~ arrived at 11:50 AM
April Whittaker, Town Administrator
Vickie Blackden, Finance Officer

Budget back up support and preparation materials were presented by the Administrator, namely, salary order spreadsheets, benefit spreadsheets, and estimated tax rate at this juncture. She asked that the focus of the budget work be premised by the Board's direction to support basic financial planning as represented in the Capital Improvement Plan, and what parameters and philosophy the board wished to pursue in an effort to close the 2007 budget.

Selectman Gehl presented conceptual financial platforms with respect to the 3 largest capital reserve proposed increases for Highway and Fire Department. He opined that the ability to pay and consequent increased annual town valuations were paramount in his endeavor to seek a way to phase in the proposed increases without making the first 5 years of savings too onerous for the general taxpayers. At the same time he was emphatic about making provisions for the eventual replacement of all of the equipment within the departments, but not necessarily on the same time schedules. Members present applauded his efforts and felt that the numbers should be further pursued and refined in order to bring in the proposed tax rate increase to a manageable and voter-appealing percentage.

The board reviewed the estimated proposed revenues, and made changes to the "Interest on Investments" and "departmental income." The Board approved a bottom line revenue of \$858,602.

At 11:50 am, Selectman Jones joined the meeting.

The Board discussed various draft ethics policies as ordained in other communities. The model that was most appealing to the board was from the Town of Dunbarton. The board reviewed the "Dunbarton" model as compared with their draft, and following discussion of the need for other salient language to flesh out the Dunbarton Ordinance, requested the administrator to re-draft ready for board review and town counsel review. Note was made

that time was of the essence given that the board specifically want the draft ordinance to be voted upon at Town Meeting.

The board returned to budget business, and reviewed Account 4155 Personnel Administration noting that the numbers are direct reflections of the wages proposed for 2007. General discussion ensued re health insurance costs, and the board noted that employees with single coverage do not contribute a co-pay. It was further noted that the 10% co-pay for 2 person, and family was not a calculation wherein the single portion was deducted from the 2-person or family plan costs prior to calculation of the co-pay, but rather was based on the gross plan pricing.

Following discussion, motion Rhoades, second Gehl that starting July 1, 2007 the single plan costs of the health benefit will be subject to a 10% co-pay in sync with all other employees, and that the personnel plan be changed to be reflective of this change, vote 3 – 0.

The administrator will prepare a general mailing memo re the above change.

Motion Rhoades, second Jones to approve account 4155 bottom line of \$426,967, vote 3 – 0.

Motion to go into Non Public session under the terms and conditions of RSA 91A;3 II a at 4:10 PM to discuss departmental pay raises, vote 3 – 0.

Roll Call: Jones ~ yes, Gehl ~ yes, and Rhoades ~ yes.

The board discussed merit increases for the Police Chief and one of the officers.

The Board returned to regular session at 4:45 PM.

Motion to amend the Police Department's budget to reflect a second merit step effective as of July 1, 2007 for Chief Bernier and Officer Meattey, vote 3 – 0.

Motion to reapprove Account 4155 Personnel Administration to be reflective of the increases with benefits, vote 3 – 0.

The board reviewed the following Capital Accounts: ~

4901 ~ Deleted the ballfield updates noting that the driveway improvements had already taken place in 2006, and reduced the paving & road reconstruction from \$170,000 to \$166,800 reflective of the lower amount of dollars in the Highway Block Grant. Bottom Line: 166,800

4902 **Ballfield Mower** ~ supported amount of \$7,500 for new mower
Road Agent Truck ~ did not support new truck price of \$23,500 but supportive second had acquisition ~ \$7,500 on a 2-1 vote
Voting Machine ~ supported acquisition in 2007 ~ \$7,500

Bottom Line for account 4902 ~ \$22,500

4909 Other ~ supported new Maintenance 1 position \$37,363

Motion Gehl, second Rhoades , to approved Accounts 4901 & 4909, vote 3 – 0.

Motion Gehl, second Jones, to approve Account 4902, vote 2-1

The Board reviewed Account 4916 Expendable Trusts. Motion Gehl, second Jones to approve the following amounts for the account:~

Employee Accrued Benefit Liability	\$5000
Office Systems Maintenance	\$5000
Forest Fire Control Fund	\$1000
Town Buildings Improvements	\$25,000
Total	\$36,500

The board tentatively reviewed portion of Account 4915 Capital Reserves but deferred approval pending new numbers for Highway Equipment, trucks, and Fire Trucks.

Motion Jones, second Gehl, to adjourn at 6:00 PM, vote 3-0.

Respectfully submitted,
April Whittaker