

**Board of Selectmen Budget Review Meeting
December 2nd 2010 at 1PM
Town Hall**

Present: Theresa Jarvis, David Bickford, Frederic March

Also Present: Alison Rendinaro

The Board of Selectmen meeting of December 2nd, 2010 was called to order at 9:04AM

Motion to enter into non-public session under RSA 91-A: 2 II (c) by Terry Jarvis, seconded by Fred March. Roll call vote: 3 ayes.

Motion by Chair Jarvis to come out of Non-Public session at 12:34PM, seconded by Selectmen March. 3-0.

The Board of Selectmen will take a brief break for lunch, before the Public meeting begins.

The Board of Selectmen reconvened for their Public Budget Review Session at 1:04PM

Present: Theresa Jarvis, David Bickford, Frederic March

Also Present: Alison Rendinaro, Police Chief Shawn Bernier, Administrative Assistant Katie Woods, Videographer Mary McHale, Finance Officer Vickie Blackden

Police Budget- 4210-

Full time pay was factored with one step increase for each officer, and the Police Chief pay was increased one step under labor grade 15, instead of labor grade 13. In the LGC wage study, the Police Chief pay grade was changed. The line was increased from \$235,213 to \$245,393.

Part time line was increased by \$4,129.

Over time was decreased by 50 hours.

Telephone line was increased by \$100, as it includes long distance calling (BCN and Verizon) and TDS for all other calls. The costs have fluctuated which speaks to the increase. Alison is looking into the issue of a more competitive long distance carrier.

Radio Maintenance line is over this year by \$480, and next year's budget line is increased by \$100. Due to the age of the radio's there was a lot of maintenance on them, as well as the radar units and the video cameras at the Station.

Film/Developing line was increased by \$50 due to changes in the technology. In particular is the cost of special CD's for discovery, the fact of proving one innocent or guilty.

Ammo Line: The PD has quarterly firearms training. State law requires it done yearly, but Chief Bernier uses a proactive approach to fire arm training, as there is significant case law that suggests special fire arm training is pertinent.

The Total Police Department budget was increased from \$339,696 to \$350,076, which is about a 2.9% increase. Excluding wages, the increase in the budget is \$200.

Motion to accept the budget as presented in the amount of \$350,076, for account number 4210, made by Chair Jarvis, seconded by Selectmen Bickford. 3-0

ACO Budget- 4414-

Level funded- totaling \$1,500.

PD Building needs under General Government Buildings – 4194-

Level funded.

Public Safety- 4299-

Outside and grant details increased for more accurate budgeting.

CRF Budget- 4915-

Line 075 was discussed, which is the Police Cruiser Capital Reserve Fund. The total cost for the replacement of the 2003 Ford Explorer is approximately \$26,000-\$34,740. The CIP committee recommends funding this CRF at \$35,000. The price is increased because of the cost of equipment, but the Chief has made sure this equipment is interchangeable. The cost that the Chief has figured is less than state bid.

Chief Bernier and Katie Woods exited at 2:30PM.

Budget 4414-Pest Control and ACO

Motion by Chair Jarvis to approve budget 4414 in the amount of \$1,500, seconded by Selectmen Bickford. 3-0

Budget 4901- Lands and Improvements

Continuation of the Road Maintenance Program suggested at \$112,052. This number is from the Highway Block Grant. This is the only item in the account this year.

Motion to approve budget 4901 Land and Improvements in the amount of \$112,052, by Chair Jarvis, seconded by Selectmen Bickford. 3-0

Budget 4194- General Government Buildings

Police Janitorial line was decreased to \$1,500 from \$1,980.

Discussion of oil prices for #2 heating oil and propane took place after a review of 3 years of full usage. The Board increased the Town Hall Oil line from \$5,425 to \$6,000, the Fire Department from \$7,300 to \$12,000, and the Highway Department from \$5,300 down to \$4,800.

For lawn maintenance, the Chair of the BOS will to ask the Road Agent to continue to track hours and costs for the mowing of each property and/or departments, and put those costs in the appropriate 2012 budget for each department. Vickie Blackden suggested that the cost breakdown would be difficult for payroll, there would need to be more accurate accounting of time spent on each lawn for each department. The recommendation is to keep it ongoing. More thought will be given to this as time goes on. We will sit down with Cathy Orlowicz so we can discuss how to split this cost out so that eventually it can be billed to each department.

The generator maintenance contract should be looked into for 2011, and added to the narrative for 2011 budget.

The Town Hall Alarm system costs \$304 but will be revisited when prices for Town Hall security alarm system are provided.

Electricity rates are increasing by 5% from NH Co-op and 3% from PSNH.

The Ball field electricity line should be revisited in 2011.

Information is requested as to what maintenance will be done for the \$3,000 requested for SWR Building Maintenance to see if anything can come from the CRF.

Other General Government Budget-4199-

Contracted services were used this year for a survey that was done in December of 2009 for the property the town purchased. \$300 was added to the Town Engineering line.

Motion to approve budget 4199 at \$5,100 made by Chair Jarvis, seconded by Fred March and David Bickford. 3-0

Assessing Budget- 4152-

The line is established at \$25,357, bringing the assessing training line down by \$250. This amount does not include the assessing clerk amount.

One line was added to this budget for contracted services- 340- at \$5,000.

Cemetery Budget- 4195-

Motion to approve 4195- cemetery budget in the amount of \$3,700 by Chair Jarvis, seconded by David Bickford. 3-0

Public Safety- 4299-

Motion to approve the Public Safety budget -4299- at \$38,402 by Selectmen Bickford, seconded by Chair Jarvis. 3-0

LGC recommended that we place the grant and outside detail in a revolving fund, because if the figures go over, it looks skewed, even though we know there is offsetting revenue. Vickie Blackden suggests that it is small enough where we can keep in the general fund.

Improvements Other than Buildings -4909-

The Board of Selectmen is looking for information regarding what has already been done for the milfoil treatment, where the committee is looking to go with the treatments, and to get more information as to how long the treatment should continue and where the next treatment will go.

Motion to approve budget -4909- Improvements Other Than Buildings in the amount of \$25,000 made by Chair Jarvis, seconded by Selectmen March. 2-1

There was serious discussion as to how much money should be put in as a place holder in case the Town decides to purchase the Salt Shed lot that the State of NH owns.

Motion to amend account 4909 by adding \$2,000 under Land Acquisition totaling \$27,000, made by Selectmen Bickford, seconded by Chair Jarvis. 3-0

Motion to approve budget -4909- Improvements Other Than Buildings in the amount of \$27,000 made by Chair Jarvis, seconded by Selectmen March. 3-0

All budgets on the today's agenda have been reviewed and the Board will be revisiting the assessing budget, and the Fire budget. There is a meeting scheduled on December 6th at 7PM, and on December 9th at 7Pm for a Budget Review Session- Equipment Mechanic, Executive Office, and hopefully the Fire Department's budget.

Motion to enter non-public pursuant to RSA 91-A: 3 II (c) made by Chair Jarvis, seconded by Selectmen March at 4:35PM.

Roll call – 3 ayes.

*Respectfully Submitted,
Alison Rendinaro*