

*Minutes*  
**NORTH HAMPTON BUDGET COMMITTEE**  
*Meeting*  
*Tuesday, April 19, 2005*

**Attendance**

Attendees: (1) Robbie Robinson, Chairman; (2) Terry Conklin; (3) Mary Pat Dolan; (4) Don Gould; (5) Andrew Hart; (6) Paul Marston; (7) Larry Miller; (8) Peter Simmons; (9) Amy Kane, Recording Secretary. Available by phone, but not contacted: (1) Susan Spencer. Guests: (1) Fred Engelbach, SAU 21 Assistant Superintendent for Business

Mr. Robinson called the meeting into session at 7:02 p.m. in the Mary Herbert Conference Room.

**Items Considered**

**Review of 3<sup>rd</sup> quarter North Hampton School District expenditure report**

Mr. Engelbach presented highlights of the 3<sup>rd</sup> quarter budget, ending March 31, 2005. He noted that the budget would likely be fully expended by the end of the fiscal year. Offsets such as staffing changes are making up for an \$80,000 error in budgeting in the health insurance account.

Mr. Engelbach noted budget overexpenditures in the fuel oil, snow removal, and course reimbursement items. Mr. Gould noted that FEMA would reimburse the town a certain percentage for snow removal and asked if the school district was also eligible. Mr. Engelbach said yes, the district was applying for the 75% reimbursement.

Mr. Gould said he and North Hampton School Board chairwoman Janet Gorman had discussed a combined school/town fuel oil bid. He asked Mr. Engelbach if it was legal and Mr. Engelbach said that it was and that the school was already getting the cheapest rate available. Mr. Hart, the School Board representative to the committee, said the schools in the SAU purchase fuel oil together. The school purchases roughly 30,000 gallons per year. Mr. Engelbach will speak with Town Administrator Mike Pardue.

Mr. Simmons said he was disappointed at the conduct of the School Board Chair during last winter's Deliberative Session which he believed was inconsistent with a commitment she had made to the entire Budget Committee. He asked whether the teachers' trip to Florida was funded through the field trip account. Mr. Hart said it was funded through a grant. Mr. Simmons asked if any budget money was being spent on the Florida trip and Mr. Hart said he would find out and let the committee know.

Mr. Conklin asked if grants were predictable and appeared in the school budget. Mr. Engelbach said they were handled outside the budget. Mr. Hart said grants were written for specific programs, for example the walking track that would be built behind the

school. Accountability was through the grant foundations and the School Board. Mr. Conklin suggested that the Budget Committee may be able to aid the school and town in getting grants, if possible. Mr. Miller asked how many years were left in paying for the addition; Mr. Engelbach said roughly six. Mr. Robinson asked how a teachers' Belize trip was funded and how it benefits children and therefore taxpayers. Mr. Hart said he would find out and report back.

Mr. Marston asked why the workers' comp account was over expended. Mr. Engelbach said there had been one significant claim recently. Mr. Robinson asked if the mold problem in a Hampton school would affect the district's insurance rate and Mr. Englebach said it would not.

### **Review of 3<sup>rd</sup> quarter North Hampton town expenditure report**

Mr. Gould led a review of the town expenditure report, through March 31, 2005. The 4130 EX-Misc. account shows -3892 percent remaining because the Robinson lease money came from that account, said Mr. Gould. The Highway Dept. lease is \$3000 per month and expires at the end of May.

Ms. Dolan asked if Mr. Pardue did year-end projections. Mr. Gould said a new report was run every day. The TA telephone account had been underbudgeted and would be increased next year. The town was paying a monthly fee to Comcast for internet use. Mr. Conklin said that last year he had asked for a list of major contracts so the committee could review them. There was discussion about the failure of a warrant article to set aside cable fees for local broadcasting.

The 4150 account is over budget in the auditor line item due to GASB 34, requiring an updated inventory of all town physical assets. The town map line item is -97% because other items had been funded from it, like the survey on the Cedar Rd. property and having all town maps laminated.

Legal expenses are higher than anticipated due to cable franchise negotiations, a firefighter issue, issues with the former recreation director, advice on the proposed Highway bond, and negotiations with the Robinsons concerning the Route 1 Highway Dept. lease.

The Planning Board account is over in the Dues/Rider line item, said Mr. Gould, because this year the town caught up and paid on time not six months late. The custodial line item was over budget. Mr. Robinson asked if the Selectmen would consider hiring a local company like The Maids.

Overages in the GB account are mainly due to the Highway Dept rental of the Robinson space, such as heating and repairs. There was discussion of the need for the highway garage to be relocated. In reviewing the Town Insurance account, Mr. Gould mentioned that a multi-year contract with the Local Government Center had just been signed.

Projected increase was 2%. Workers Comp will show a rate change due to three claims from one individual this year.

In discussion of the Police Dept. account, Mr. Robinson asked who or what criteria determine when to send special details. Mr. Gould said the Chief decides. As vehicle replacement did not pass the March vote, Mr. Miller asked if capital equipment could be added to the operating budget. There was agreement that it could not. There was some discussion of mutual aid with Hampton for firefighting and police.

Overtime was up in the Highway Dept. due to snow removal, catch basin clearing, and removing 4 trees from Mill Road after a January storm. The committee discussed ambulance billing, including the idea of a special fund.

Mr. Robinson had sent this e-mail to Town Administrator Mike Pardue prior to the meeting: "At the above BUDCOM meeting I would like to request a review/discussion/disclosure of the ambulance/advanced paramedic policy, including cost to resident and non-resident, billing procedures, disposition of revenue, etc."

#### **Review of Minutes, February 14**

Mr. Miller suggested a change in the minutes from "abstaining" to "not voting." **Mr. Gould moved to accept the minutes with the change and Mr. Robinson seconded the motion. The vote was 5-0 (TC, MD, DG, LM, RR), with Mr. Hart, Mr. Marston and Mr. Simmons not voting.**

#### **Election of Budget Committee officers**

Mr. Robinson called for nominations for Chairman. He would decline if nominated. Mr. Gould noted that the candidate for Chairman had to have been elected rather than appointed. Mr. Miller and Mr. Conklin said they would not be interested in being Chairman if nominated.

**Mr. Gould moved and Mr. Miller seconded the motion to nominate Ms. Dolan as Chairwoman. The vote was unanimous (8-0).**

**Mr. Simmons moved and Mr. Conklin seconded the motion to nominate Mr. Marston as Vice Chairman. The vote was unanimous (8-0).**

Mr. Miller suggested that Ms. Dolan ask DRA officials for assistance. A handbook is available called "Understanding the Municipal Budgeting Process." Mr. Conklin asked if, at the next meeting, some time could be set aside to discuss what the committee is chartered to do. Ms. Dolan agreed, suggesting the possibility of work sessions and more time spent on the orientation process.

The committee agreed that a letter should be drafted by the secretary, signed by the Chairwoman and sent to Paul Fitzgibbons and Henry Marsh thanking them for their service on the committee.

**Mr. Gould moved and Ms. Dolan seconded the motion that the Budget Committee extend thanks and gratitude to Robbie Robinson for four years of service to the town as Chairman of the Budget Committee. *The vote was unanimous (8-0).***

**Adjournment**

**Mr. Robinson moved and Mr. Gould seconded the motion to adjourn. *The vote was unanimous (8-0).*** Mr. Robinson thanked committee members for their cooperation. The meeting adjourned at 9:20 p.m.

Respectfully submitted,

Amy Kane  
Recording Secretary

These minutes were approved as amended by the Budget Committee on 5/19/05.