



Budget Committee

**Margaret Allen
Dickie Garnett
Michael Golden**

**Robert Hamilton
Victoria Kilroy
Larry Miller**

**David Peck
Richard Stanton
Michael Walzak**

Budget Committee Meeting Minutes

Wednesday, January 2, 2013 at 7:00 pm

Where: Town Hall

Call to Order

Pledge of Allegiance

Attendance: Tamara Le substituted as the NHS rep for Victoria Kilroy

Update of Town Operating Budget with final changes and update of Warrant Articles with Interim Town Administrator

Dave Caron presented his process in re-analyzing the FY14 proposed operating budget. This process brought forth a re-allocation of funds from under expended accounts to under funded accounts. This produced a net reduction in the Town proposed FY14 budget of \$4783.00. The current proposed budget now stands at \$5,850,542.00, the default budget at \$5,865,645.00.

Mr. Caron also presented that non-represented employee wages are budgeted at 1.2% of the current FY13 budget salaries.

Town Warrant Articles

Warrant #1

Mr. Stanton moved to approve the FY14 Town Operating Budget of \$5,858,542.

Mr. Golden second, motion carried 9-0.

Warrant #2

Mr. Stanton moved to raise and appropriate \$150.0K through taxation to place the property known as the Governor Dale property into Conservation. Mr. Garnett second, motion carried 9-0.

Warrant #3

Mr. Stanton moved to raise and appropriate \$25.0K for the Healthcare Stabilization Reserve Fund. Mr. Golden second, motion carried 9-0.

Warrant #4

Mr. Stanton moved to raise and appropriate \$158.5K for the Mosquito Control Capital Reserve Fund and to withdraw \$83.5K from the fund balance to correct the deficit in this account. Mr. Walzak second, motion carried 9-0.

Warrant #5

Mr. Stanton moved to raise and appropriate \$10.0K for the Earned Time Settlement Capital Reserve Fund. Mr. Hamilton second, motion carried 9-0.

Warrant #6

Mr. Stanton moved to raise and appropriate \$110.0K for the Town Building Maintenance Capital Reserve Fund. Mr. Garnett second, motion carried 9-0.

Warrant #7

Mr. Stanton moved to raise and appropriate \$165.0K for Road Resurfacing and to withdraw \$30.0K from the Municipal Transportation Improvement Capital Reserve Fund, raising the remaining \$135.0K through taxation. Mr. Hamilton second, motion carried 9-0.

Warrant #8

Mr. Stanton moved to approve entering into a three year Lease/Purchase agreement for two Police Cruisers costing \$79.2K and further to withdraw \$26.4 from the Public Safety Service Detail Fund for the first payment. Mr. Hamilton second, motion carried 9-0.

Warrant #9

Mr. Stanton moved to approve entering a 7 year Lease/Purchase agreement for a six wheel dump truck for \$177.1K and further to raise and appropriate through taxation \$25.3K for the first payment. Mr. Garnett second, motion carried 9-0.

Warrant #10

Mr. Stanton moved to ratify Town Meeting actions regarding the purchase of fire equipment and disposition of ambulance fees. Mr. Garnett second, motion carried 9-0.

Warrant #11

Mr. Stanton moved to establish a Ambulance Fee Revolving Fund. Mr. Garnett second, discussion. Mr. Peck noted that the warrant as written allows capital purchases with no limit and without voter approval. He further recommended the Select Board review and consider a Special Revenue Capital Reserve Fund. Warrant was tabled until January 9, 2013 with possible revisions.

Warrant #12

Discontinue Ambulance Billing and Collection Special Revenue Fund was also tabled until 1/9/13.

Warrant #13

Mr. Stanton moved to raise and appropriate \$50.0K for the Library Capital Reserve Fund. Mr. Garnett second, motion carried 9-0.

Recess

North Hampton School Operating budget and fiscal Warrant Articles

School Board Chair David Sarazen presented school security update needs recommended by Chief Page and in addition gave an overview of a need for renovation of bathrooms, windows and science labs.

Chief Page discussed the security needs of the school, primarily a secondary secure doorway after entry to the school. He also stated the windows are an unsecure access point as many do not have stops preventing people from entering or leaving through them.

School Board member Anne Ambrogi gave a presentation detailing the steps that led to the development of School Warrant #1: Security and Renovation of NHS. Mr. Kyle Barker was introduced as the project architect. The entire warrant is for \$1.2million bonded over 10 years at 2.5%, \$0.14/\$1000 tax impact.

Mrs. Ambrogi further explained the windows are a safety and security issue. The proposed windows would be smaller with stops, vertical blinds for lockdowns and have a better energy efficiency rating. The school also has a need for more ADA

compliant bathrooms, none are on the second floor. The tile flooring in all of the bathrooms is not sanitary and needs to be replaced as well as some of the fixtures. The new toilets would have better water conservation.

Mrs. Ambrogi also expressed the needs for updated science labs to add appropriate equipment, tools, room layout flexibility for all to access the curriculum. Asst. Superintendent Barbara Hopkins gave her input supporting the science lab renovation needs.

Mrs. Ambrogi presented renovating the school lobby with an additional security door inside the structure.

Mr. Walzak inquired about cost savings if the proposal was implemented. A discussion occurred as to how to quantify those potential savings. Mr. Walzak stated he felt the energy and water savings should be calculated for the Budget Committee to review.

Mr. Barker presented material and furnishing details in the proposal.

Mr. Peck inquired about auditing the window installation and how the quality of the installation would be checked. A discussion followed. Messrs. Stanton and Peck concurred on the need to ensure proper installation with an energy audit.

Bill Hickey discussed financing the proposed warrant. Mr. Peck stated that he was expecting a \$850.0K warrant and asked for an explanation as to how it grew to \$1.2million. Mr. Hickey stated the school didn't have an detailed schedule until late last week.

Mr. Barker explained that initially there were three separate projects, now bundling all the projects together meant also getting a general contractor and that fee was added last week. In addition the exact square footage of all the windows was just completed along with a switch to tempered glass on the first floor. Finally, a \$100.0K contingency fee was also added last week.

Mr. Peck stated this was a 41% increase in just a few weeks. Mr. Miller asked if there was a Clerk of the Works representing the taxpayer. Mr. Barker felt that fee was covered in the administration budget line. A discussion of how to oversee a quality installation occurred.

Mr. Golden said this warrant would be a surprise to the CIP Committee and he felt they should be notified.

Mr. Garnett asked if there was a large project planned for next year as this was the third large warrant in three years. Mrs. Ambrogi responded that establishing a long term maintenance reserve fund in warrant #3 for \$65.9 would provide for future maintenance issues.

Mr. Golden questioned whether the security piece of the warrant should be pulled out to stand on its own to increase the chance of passage. Mr. Sarazen thought it best to keep it all together as part of the renovations are intertwined with the security portion.

Mr. Stanton explained the CIP's understanding of the warrant and the reasoning behind support of combining the projects under one warrant.

Mr. Walzak stated he was not ready to vote on Warrant #1 and needed more time to process the information. He also stated a need to see the efficiencies and costs savings quantified. Discussion followed regarding timing of voting on the school warrants.

Mr. Peck requested the School/SAU quantify the total cost of each of the five (Security, Bathrooms, Labs, Windows & General Contracting) project categories with soft costs divided into the appropriate project category. Mr. Hickey gave some costs but agreed that an accurate listing would be sent to Mr. Stanton before next meeting.

Mr. Miller requested the entire NHS list of warrants be complete and accurate and emailed the next day.

Discussion of the warrant, its reasonableness and the importance of the school to the community.

Mr. Stanton requested the Budget Committee be prepared to vote on the two Town warrants as the first order of business January 9 and then the NHS warrants.

Mr. Walzak requested a restatement of the action points for the SAU/School:
-Accurate Warrant Article document

- Breakout of the 4 major projects and GC costs
- Efficiency/Costs savings quantified
- Cost of an OPM
- Estimated energy audit cost for window installation

Minutes of December 12, 2012

Mr. Peck moved to approve the minutes as written, Mr. Miller second, motion carried 8-0-1.

Adjourn

Mr. Garnett moved to adjourn at 10:19pm, seconded and approved.