

**TOWN OF NOTTINGHAM**  
**Selectmen's Workshop**  
**October 31, 2011**

6:00 PM, Chair Anderson opened the meeting and asked all those present to stand for the Pledge of Allegiance.

Members Present: Gary Anderson; Mary Bonser, Hal Rafter

Guests: None

Others: Charles Brown, Town Administrator

Chair Anderson recognized Mr. Brown who began his budget review by starting with the Executive budget. The Selectmen's salary line remains the same, all other salary requests have a 2% increase requested. Mr. Brown explained the increase in line 4130.10-016 was for an additional staff member to assist the Town Administrator. He has budgeted for a part-time position but feels strongly that a full-time position is needed. Mr. Rafter feels Mr. Brown should provide additional justification for this request.

Mr. Brown has also increased line 43130.10-040 to allow for the upgrade of the Town's website. All other lines have been reduced or remain unchanged.

Town Clerk; budget shows an increase in fees, salary, equipment maintenance/support, and office supplies.

Voter registration; has increased because of the increased number of elections in 2012.

Other factors are the costs for printing the ballots used in the voting machine and the programming cost for the machine. Mr. Brown stated the ballots for State and Federal contests are paid for by the State and the Feds but the programming costs are paid by the Town.

Financial Admin; the most notable change is in line 4150.10-015, Auditors, we are now required to conform to GASP 45 which will be an additional \$3,200 to cover a three year period.

Mr. Rafter asked about the narrative reference to the Tax Collector's salary being set by Town Meeting? Mr. Brown could not recall the specifics but will get an answer.

Mr. Brown stated there are no changes to the Police and Fire Dept budgets since they were discussed on October 17<sup>th</sup>. The Board asked to have additional justification for the new Firefighter position. Under the same subject Mr. Rafter asked to see the whole cost for any new employees. Salary, FICA, Retirement, Health insurance, Long Term and Short term disability etc.

Revaluation of property; Mr. Brown stated that overall there will be a decrease and that lines 4152.10-390 & 391 will be combined into line 390. This was requested by our assessing firm, they are trying a different approach and this will save the town over \$2,500.00.

Legal; No Change at this time.

Personnel Administration; Mr. Brown informed the Board of the 12.5% increase in Health Insurance premiums for 2012. Life and LTD have no rate change, STD has a 8.5% decrease for 2012.

Ms. Bonser asked if we could keep the existing benefits package for existing employees but provide less expensive package for any new employees in the future? Mr. Brown feels this can not legally be done but will get a detailed answer to the question.

52 Lines 660-666 need to be calculated after salary requests are finalized.  
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54 Planning (PB) / Zoning (ZBA); Overall, both budgets are down. The Planner line is the same at the  
55 request of the PB.  
56  
57 General Govt. Buildings; Salary line is up 2%, Maintenance salary is up to cover the many odd jobs  
58 that must be addressed. Supplies have a small increase. The most increases are in the heating lines.  
59 Prices locked in are higher than last year.  
60  
61 Cemeteries; No Change  
62  
63 Insurance not otherwise allocated; will be up but are still waiting for liability costs.  
64  
65 Code Enforcement; Salary up 2% remaining line may have changed slightly but no overall increase.  
66  
67 Emergency Management; No Change  
68  
69 Highway Department; Overall budget is down. Grader has been paid off. Fuel line is up \$13,000.00.  
70 Hired equip line is up \$5,000.  
71  
72 Construction / Reconstruction and Shim & Seal coat remain the same.  
73  
74 Solid Waste / Recycle; Overall budget is down.  
75  
76 Animal Control, Health and General Assistance; No Change other than \$25 decrease in Health  
77 Officer Dues/Conf/Training.  
78  
79 Mr. Rafter asked if we can remove lines that have zero amounts. Mr. Brown stated that we can,  
80 other than it is good to have some spaces to use if needed.  
81  
82 Mr. Rafter also asked for a narrative stating amounts and due dates for existing Notes, Bonds and  
83 Leases. Mr. Brown stated that this info is in the Town Report but will create a separate report with  
84 this information.  
85  
86 Vendor Payments; Mr. Brown stated that he had placed the requested amounts in the budget but that  
87 a couple of requests were much higher than last year. Red Cross and A Safe Place.  
88  
89 **Motion: Bonser, second Rafter** to decrease the Red Cross allocation to \$750.00.  
90 **Vote:** 3-0 in favor, motion passed.  
91  
92 **Motion: Bonser, second Rafter** to decrease the Safe Place allocation to \$750.00.  
93 **Vote:** 3-0 in favor, motion passed.  
94  
95 Mr. Brown asked if the Board had prepared any questions for Phil Auger in regard to the WRP  
96 easement conditions. The response was no.  
97  
98 Next, Ms. Bonser asked the Board to consider sending a statute regarding Large Groundwater  
99 Withdrawals and other permits to an attorney for interpretation. The statue is RSA 485-C:21. Mr.  
100 Anderson and Rafter wish to read the RSA before sending it to counsel for review.

101 Mr. Brown asked the Board for approval to put the Town Seal on the van doors and Recreation  
102 Department on the sides of the van. The Board approved.

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104 Having no further business;  
105 8:05 PM, **Motion:** Bonser second Rafter, to adjourn. **Vote:** 3-0 infavor.  
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107 Submitted by,

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109  
110 Charles A. Brown,  
111 Town Administrator

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114  
115 **Approved as written at the November 7 meeting.**