



Town of Plaistow ♦ Budget Committee

145 Main Street ♦ Plaistow ♦ NH ♦ 03865

BUDGET COMMITTEE MEETING MINUTES

DATE: Tuesday, November 9, 2010

MEETING CALLED TO ORDER: 6:37 pm

PRESENT: Kristin Lewis Savage – Chair, Martha Sumner - Vice Chair,
Norman Bouchard, Michele Conte, Gayle Hamel, Tricia Holt,
Dan Hooper – excused, Joyce Ingerson, Neal Morin, Ben Sadewicz,
Leona Stevens, Catherine Willis, John Sherman–Selectmen Rep.

Additional Attendee: Sean Fitzgerald, Town Manager and Lori Sadewicz, Finance Director

MINUTES:

Motion by T. Holt to approve the Minutes of October 19, 2010 as written.

2nd by M. Conte.

Vote: 11-0-1.

AGENDA:

BUDGET PRESENTATIONS:

4411-Health

D. Horrocks discussed statistics of the Health Department: 54 licensed food establishments; 8 licensed child care establishments; 3 public schools; 66 resource inquiries and 32 nuisance complaints/public health issues.

J. Ingerson inquired how the Health Department received revenue.

D. Horrocks noted through licensing fees and grant money.

D. Horrocks discussed increase in Permanent Position; increase of 5 hours; and increase in Telephone line due to Blackberry phone.

J. Sherman inquired how much the increase for the Blackberry was.

D. Horrocks noted \$30 a month.

D. Horrocks discussed items remaining unchanged: Training & Dues; Office Supplies; Postage and Mileage. Medical Services which is for flu shots for Town employees remains unchanged; and General Supplies increased due to the adoption of the Food Code.

M. Sumner inquired why Medical Services looked like we did not spend anything.

D. Horrocks noted the line is only for seasonal influenza and all H1N1 was free.

D. Horrocks discussed Water Testing and Mosquito Control remained unchanged. Mosquito control was for larvaciding, adulticiding as needed and surveillance. There is also financial assistance for mosquito activities.

K. Lewis Savage inquired if the 5 hours extra was for taking on duties around Town Hall.

D. Horrocks noted the extra hours were for preparedness and planning.

K. Lewis Savage inquired if the \$30 increase in the Telephone line was additional monthly or a total of \$30.

D. Horrocks noted it was monthly.

J. Sherman noted a Blackberry was great for department heads and a great standard for certain people.

Motion by B. Sadewicz to accept for consideration the Health Budget for \$84,171.

2nd by K. Lewis Savage.

Vote 12-0-0.

D. Horrocks informed all that November 20th there was a Plaistow Health screening courtesy of Plaistow Health Department with Parkland Medical.

4520-Recreation

K. Lewis Savage reminded all that she and Leona Stevens were members of the Rec Commission.

Carli Malette and Sue Sherman presented the Recreation Budget.

C. Malette discussed Director Salary, Part-Time and Overtime lines stayed the same; Uniforms increased by \$500 to have the Counselors appropriately dressed and to enable them to be seen; and Telephone increased due to usage.

L. Stevens inquired if a Blackberry would be helpful.

S. Fitzgerald noted he would support the addition of a Blackberry for the Rec Department.

K. Lewis Savage noted the PD just switched to Droids and they may have a couple extra Blackberries.

C. Malette discussed Electric stayed the same; and Director Training stayed the same.

M. Sumner noted it looked like there was a lot of money left in that line.

C. Malette noted there was a Parks and Rec conference in January so the line would be used then.

C. Malette discussed Supplies and Equipment increased for lap top for internal controls and for purchase of picnic tables.

K. Lewis Savage discussed Erin McArdle used her own personal lap top during this past season and did wonderful things with it.

C. Malette discussed Postage stayed the same; Equipment Maintenance increased; Groundskeeping stayed the same; Community Transportation was down because they were taking fewer community trips due to less participation; Plaistow pride stayed the same at \$1; Concerts increased to add another summer concert; Senior Programs increased \$500 basically due to inflation; Senior trips level funded; Senior Transportation level funded; Baseball leagues down; Youth Disbursements down \$1,500; Miscellaneous Town Events level funded; Umpires Baseball/Softball down \$280; and Holiday Events level funded.

C. Malette discussed Pollard Basketball use to be run through the high school but no longer would be done through the high school it would be done through Rec. Rec was going to take the program over for 2010-2011 and the money was going to be taken out of the revolving account however she was requesting to add a new line 1-4520-20-864 to the budget for \$2,000 which would change the bottom line from \$201,872 to \$203,872.

S. Fitzgerald noted the BOS had not seen this information yet however he does think this is a program that would be helpful for the Town and the youth.

K. Lewis Savage noted the Rec Department was in favor of this.

S. Sherman noted this was a great program and the schools are happy to have us take this over.

J. Sherman agreed with the additional \$2,000 for Basketball and was very much in favor of this because he coached basketball 25 years ago however he needed to vote no because the BOS had not seen this number. He noted he was going to encourage the BOS to accept this recommendation.

K. Lewis Savage suggested under the description line for Special Events to add that it was increased due to port-o-potties.

Motion by J. Ingerson to take into consideration the Recreation Budget for \$203,872.

2nd by G. Hamel.

Nay=J. Sherman.

Vote 11-1-0.

K. Lewis Savage requested updated revenue-current date revenue

4441-Human Services-Admin

L. Sadewicz discussed Welfare Administration Budget: Training, Dues, Office Supplies and Mileage/Travel level funded for a total bottom line of \$840.

Motion by G. Hamel to take under consideration the Human Services – Admin Budget for \$840.

2nd by T. Holt.

Vote 12-0-0.

4442-Human Services-Assistance

L. Sadewicz discussed Welfare-Direct Assistance: details of Shelter/Rent noting it was level funded at \$40,000; level funded Food Resources \$250; Telephone Service level funded at \$100; Electric level funded at \$4,000; Heat level funded at \$5,000; Medical level funded at \$2,500; and Miscellaneous Assistance increased by \$250 for unforeseen assistance where there is nothing else available for personal hygiene products or transportation.

K. Lewis Savage inquired about the increase noting it did not look like anything was spent from that line.

L. Sadewicz discussed exhausting all current supplies as of yesterday.

S. Fitzgerald discussed Critical Care Supplies and removing the word Miscellaneous.

L. Sadewicz discussed Funeral Assistance which is for burial assistance for families that the Town assisted when they lose a loved one in Town and do not have the money to do a burial.

G. Hamel inquired if the Town would actually spend the balance of \$36,355 since the prior year did not.

L. Sadewicz discussed RSA; the need; keeping the budget up and the current outstanding bills needing to be paid for rent alone.

K. Lewis Savage discussed other budgets not spending their money and suggested to buy and stock up on miscellaneous items now.

J. Sherman discussed the low food number and noted it was due to the Holy Angels Food Pantry – “Bless those people”.

Motion by K. Lewis Savage to accept for consideration the Human Services – Assistance Budget for \$53,600

2nd by G. Hamel.

Vote 12-0-0.

K. Lewis Savage suggested that the Notes under Welfare Administration would also be good under Welfare Direct Assistance.

S. Fitzgerald noted he could do such.

4419-Human Services-Agencies

L. Sadewicz discussed Family Mediation level funded at \$10,408; Rockingham Visiting Nurses Association requested level funding; Rockingham Community Action Program level funded at \$10,612; Sexual Assault Support level funded at \$1,000; Crisis Pregnancy Center level funded at \$2,200; Safe Place level funded at \$3,500; Child Advocacy Center level funded at \$1,500; Center for Life Management requested increase of \$1,500; Sad Café level funded at \$5,000; Retired Senior Volunteer Programs level funded \$850; Greater Salem Caregivers level funded \$6,000; Vic Geary Center level funded \$6,500; Lamprey Health increased by \$114; SeaCare Health level funded at \$2,000; Rockingham Nutrition & Meals on Wheels requested increase of \$1,512; and Community Health Services level funded at \$2,500.

K. Lewis Savage and L. Sadewicz discussed Meals on Wheels and their increase.

K. Lewis Savage discussed Crisis Pregnancy Center and Safe Place and their previous request for increase however it did not seem like they had met their increase.

L. Sadewicz discussed more inquiries and serving more clients this year.

K. Lewis Savage inquired if all applications were in.

L. Sadewicz noted yes.

M. Conte and L. Sadewicz discussed units for victims which was number of interactions with individuals.

N. Morin suggested under the description to put a total for the number of Plaistow residents that were helped.

M. Conte and L. Sadewicz discussed Greater Salem Caregivers and the 25 clients listed.

Motion by K. Lewis Savage to accept for consideration the Human Services – Agencies Budget for \$73,122.

2nd by N. Morin.

Vote 12-0-0.

Discuss upcoming meetings/schedule and handouts

K. Lewis Savage discussed upcoming budget reviews: Executive; Personnel, Advertising & Reg Assoc., and up to date Revenue.

S. Fitzgerald discussed Executive budget having adjustments to the notes section and he would send out to the Budget Committee members.

S. Fitzgerald discussed the upcoming dedication of the Garden Road Bridge to the WWII Veterans on Wednesday, November 10th at 10am at the Garden Road Bridge site.

Old Business/New Business

J. Sherman requested a follow up with Norm and Mickie regarding the School District Budget Committee meeting.

M. Conte noted they were moving along nicely; 50-60% of the members were new; and lots of questions were being asked.

N. Bouchard discussed 75% of the budget was mostly the teacher's contract; he feels comfortable with the answers they are given; and the budget was only increased by 230 thousand.

J. Sherman and N. Bouchard discussed SAU Budget.

Meeting adjourned at 7:49 pm.

Respectfully Submitted,
Audrey DeProspero