

**Unapproved
Candia Budget Committee
Meeting Minutes
December 12, 2012**

Members Present: Matt Broadhead, Lynn Chivers, Paul LeBlond, Todd Allen, Carla Penfield, Judith Szot, Emily Roster, School Board Representative, and Richard Snow, Board of Selectmen Representative.

The meeting was called to order at 7:00. Matt led the Pledge of Allegiance.

Matt said that the Committee has gone through the informational process and collected a lot of good, valuable information based on conversations they have had with Department Heads, Board of Selectmen, School Board and SAU staff and now it is time to make recommendations. The recommendations are preliminary for discussion today. They are not the recommendations that will be finalized and go to the Deliberative Session because there are a couple steps we need to go through before we get there. The Committee will make and vote on each recommendation to change the proposed budget. Those recommendations will go to the Public Hearing where the Committee looks forward to hearing public comment at the hearing. The Town Public Hearing is Wednesday, December 19, 2012 at 7:00 p.m. at the Library. The Public Hearing on the school budget will be at the Moore School on January 2, 2013. By January 8 all the warrant articles will be submitted and on January 9th the Committee will meet again to finalize the recommendations. Those final recommendations will go to the Deliberative Session.

Old Business

Approve Minutes

Dick made a motion to approve the minutes of November 28, 2012, with a typographical change. Seconded by Carla Penfield. All in favor. Motion carried.

In the November 29, 2012 minutes Emily asked to change in the first paragraph the word "increase" to "decrease" of \$111,300. Dick asked to add the location to the top of the minutes since we were not meeting at the usual location. Dick asked for this to be a regular addition to the minutes. Lynn corrected the spelling of "stabile" to be "stable". **Dick made a motion to approve the minutes as amended. Seconded by Matt. All voted in favor. Motion carried.**

New Business

Review School and Town Reports

Matt made a motion to table the discussion on the school and town reports this evening to enable the Committee to get right to the Town Budget. Seconded by Todd. All in favor. Motion carried.

At 7:05, Christine Watson joined the meeting.

Preliminary Recommendations for Town Budget Adjustments

Matt would like to go through the budget account by account. If anybody has a proposed change in that account, bring the proposals forward and the Committee will vote individually on each proposal. If there are no proposals to change a line, it will remain the same as the Selectmen's recommended budget.

Animal Control:

Todd proposed reducing Shots & Equipment to \$100, since this line has never spent more than \$100 in any year it has been budgeted for.

Matt has a concern on the wages line and the way it was being billed. From the Budget Committee perspective, they want to make sure the funds are being used appropriately and fairly. When 15 minutes of work is done, they were billing for an hour. That makes him concerned just as a taxpayer. We are guaranteeing him 8 hours a week. Matt suggested setting the budget at 8 hours a week times his rate of \$13.13, which is \$5,462.

Lynn is uncomfortable with the whole deal because 8 hours is still 15 minutes. This individual works during the day and is not available. Her neighbor had a rabid skunk and she called and was told he is not available. So, the police came and shot the rabid skunk. Lynn said that the Committee had looked at the time sheets and basically we are paying for a lot of paperwork and visits to the town offices. Emily and Lynn asked if there is a contract with this person that states we will pay him 8 hours a week. Dick said that it is an implied contract. Todd said that since that is what has been done, there could be a case made that it has to continue. Lynn feels there is a real issue here because the person is not available during the day, yet we pay him 8 hours a week. Todd said there is a certain level that the Budget Committee can implement itself, but there is a certain level that the Board of Selectmen needs to do their job. Dick said that the Budget Committee should not be worried about how an individual is paid. Todd said that if the Budget Committee feels that it is in excess and they want to cut it to 8 hours a week, we can do that. But, as far as the Board of Selectmen allowing him to charge for an hour when he only does 15 minutes of work, there isn't much the Committee can do about it besides cut the rate even more. Matt said that the Committee can bring awareness of that fact. It is something that we were all shocked to hear. Carla said that the Town was without an Animal Control Officer for 6 months and the Police Department handled it. If they had a serious issue they would deal with it. The time sheets show that the ACO is doing some mundane stuff that she is not sure we should be paying someone to do. Carla proposes taking out the first 6 or 7 lines in that budget, which effectively deletes the position and allows the Printed Materials, Shots & Equipment, Kennel Costs, and Mileage to stay in and the Police Department takes over the job. Judith said that a comment was made that since he has to drive to the town offices, he gets paid for that time. She doesn't know of anyone that works that gets paid to drive to work. Judith feels there should be no gasoline line or mileage line. Carla feels that the postage line should be included. Christine said that the Committee might be missing the fact of the most cost-effective way to do the job. Somebody has to do it. If it's a police officer or the ACO, the calls have to be dealt with. If we say that we prefer the Police do it. The cost of a police officer is more than the nominal cost of the ACO. This is where the Budget Committee has a chance to shine by saying are we advising them to use the most cost-effective way to manage the situation. Carla said that she does not think this is a reasonable way to spend the taxpayer's money, and that is what our job is. Matt said he wonders if we are talking about is whether this is the right person to do the job, or do we need someone that can actually do the job. That might be something that needs to be looked at by the Police. Matt said the he feels a reasonable cost for someone that is able to work 8 hours a week, it would be reasonable. That is a policy decision of the Selectboard. Matt feels it should be left in the budget, but this issue needs to be addressed. Carla asked if they leave the money in the budget this year, would the Committee be willing to look at it again next year if nothing has changed. Matt agreed. Matt feels if we have the right person in this job and they can do the job, it is a tremendous asset. It seems like we don't have the right fit right now. Christine commented that the amount of money is so small, who will be willing to do the job for that kind of money. Her recommendation would be to ask the Police and the Board to look at this and see if there is a more cost-effective way to go. It seems like it is not being monitored very well. Judith asked if we really need the 8 hours per week. She proposes cutting it back to 6 hours a week. Dick said that we have a function being performed by an individual over and above

that which the police department is currently doing. If you are going to eliminate the position of animal control, then we will have to increase the police budget by a similar amount, or more to allow that function to be provided. Dick said that the individual puts in the hours that it says on the time sheets. Dick said the person is not putting in time other than what he actually works. The other committee members reminded Dick that the Police Chief had said that he bills for an hour, even if he works only for 15 minutes. Dick said, yes, in extreme cases. The Committee replied, no, in every case. Dick said maybe we need to more clearly define the actual time spent by this individual to provide the service to the town. Matt would like to see him bill an accurate rate and give us a more accurate number of hours per week. They have budgeted for 9 hours a week, but that could change a lot if he is billing for the actual hours worked in each case. Matt called for a vote. **Vote on Carla's proposal to zero out all lines except Printed Materials, Shots & Equipment, Kennel Costs, and Postage was 3 to 6. Motion failed. Vote on Todd's proposal to decrease Shots & Equipment line to \$100 was 9 to 0. Motion carried. Vote on Judith's proposal to lower the wages to 6 hours per week was 4 to 5. Motion failed. Vote on Matt's proposal to reduce the wages to 8 hours per week was 7 to 2. Motion carried.**

Budget Committee:

Todd proposed a correction of a typo in the FICA/MEDI line. The amount should be \$107. **Matt seconded. All voted in favor. Motion carried.**

Building Inspection:

Todd proposed the following:

Clothing Allowance reduced to \$1. There have not been any expenses in this line for several years.

Cell Phone line reduced to \$1.

Conferences/Schools/Training reduced to \$200.

Postage line reduced to \$350.

These changes bring the budget in line with trending actual expenses. Dick feels that the training line is a problem. We have a newer building inspector who requires more training. Training is something that we should be doing more of, not less. This is our Building Inspector's first full year. Prior Building Inspectors were all certified in a number of areas. This one is not certified in a large number of areas. There are opportunities for training that exist that should be used. Judith looked at the trends and saw that we have not been spending the money in this line in the past. Dick said that we have had three Building Inspectors here in the last three years. Emily commented that this appears to be a very tight budget.

Vote on clothing allowance was 8 to 0, with Dick abstaining. Motion carried.

Vote on cell phone was 9 to 0. Motion carried.

Vote on Conferences/Schools/Training was 5 to 3, with Dick abstaining. Motion carried.

Vote on Postage was 8 to 1. Motion carried.

Cemetery:

Todd proposed the following changes because the budget that the Board of Selectmen presented is not right compared to what he sees in the lines for expenses:

Wages increased to \$18,000. This line has been consistently over-expended. Dick said that he is planning on moving some of those funds out of that line and put into other lines to accurately reflect what is being done. He said that he had spoken to Cheryl about how to do that and it appears that it would not be an easy thing to do. For example, in the gravesite corner markers the revenue offsets the amount that is shown in your actual expenses, except that it doesn't show the cost of actually installing them. The installing is being done by the Superintendent of Cemeteries, which is in the wage line. He would have moved it into there. The Superintendent is also doing things that belong in the

Administration line. He would have moved that in there, which would have reduced the wage line. They also are doing things that show up in the facilities improvements maintenance line. That is a projects line. Christine said that the purpose of a wage line is to then apply the FICA and MEDI to it. If you split it out all over the place, then that will no longer work. She asked if we have money that is in the wage line that is actually materials or services that is not effort of our employees? Dick said no, that the payroll system that we currently use does not easily have the ability to allocate out the costs that are paid out of the payroll system into a task basis. Christine asked what the Administration line is for. Dick said it is \$40 for joining the Cemetery Association. The rest is the cost of when the Superintendent works with somebody who is being buried and he tells and shows them where it is and he puts in time for that. They are wages that are not associated with cutting the grass. They belong in the Administration line. Judith said they are still wages, not matter if he is setting markers, cutting grass, or dealing with people. Those should be in the wage line. You are putting them in the wrong place. FICA/MEDI to \$1,377 related to the increase in wages.

Administration reduced to \$100.

Supplies reduced to \$200.

Equipment Maintenance increased to \$1,000.

Fuel/Oil increased to \$1,800 because it has consistently been over-expended.

Facility Improvements maintenance reduced to \$1,000.

Gravesite corner markers reduced to \$1,000.

Dick said that he would not go along with that and the Committee is setting itself up for an increase in the Cemetery budget that is unnecessary. You are going to end up with a higher Cemetery budget.

Judith made a motion to accept all these proposals as a block. Seconded by Lynn. Vote was 8 to 1. Motion carried.

Direct Assistance:

Lynn said that since the actual expenses for 11/30/12 are \$23,231, she is proposing reducing the direct assistance line to \$30,000. Matt said the proposed budget was a safe number and we are not sure what is going to happen next year with the economy, or the weather. He doesn't see anything wrong with keeping the number as it is. Dick said that we are statutorily required to spend the money anyway. Paul commented that the expenses have been trending down. Todd said that the Board of Selectmen has done more scrutiny as to who is making claims and what they are paying out as well. Carla seconded Lynn's motion. Emily cautioned that we need to make sure we have enough money for something like that. The possibilities of what will happen in our economy next year are not good. Everybody's taxes are going up January 1. To have an extra 6,000 in that line is not much considering the uncertainty in the future of who will have jobs or not. Judith said that the other side of that is that if everything is going up and we don't keep a handle on our budget, the taxes of our citizens are going to go up and they are going to have less money to pay the taxes. We all have to make do with less. We can't spend more than you have. Emily reminded that we statutorily have to pay it and we should have the money in there to cover it. Matt felt there was no good justification on this number because there is no predictability on it. **Vote on reducing the line to \$30,000 was 3 to 4 with 2 abstentions. Motion failed.**

Todd made a motion to reduce the line to \$33,000. Seconded by Matt. Vote was 6 to 3. Motion carried.

Election/Voter Registration:

Todd proposed reducing the wages line to \$2,000, based on the trend of actual expenses. The related FICA/MEDI costs will then be reduced to \$153. Dick said that the Supervisors are required to keep the checklist updated on a regular basis. The Supervisor also said that sometimes they do things and don't

bill for them. Judith said that historically they are over-budgeted. This year's actual is \$2,371. Judith commented that this year the amount is slightly higher because it was a Presidential election and there were a lot of people coming in and registering to vote. The only election next year is the town meeting. **Vote was 8 to 1. Motion carried.**

Emergency Management:

Todd proposed the following:

Photo ID Supplies reduced to \$1, since it has been budgeted at \$100 since creation and has never been spent.

Training reduced to \$200. The trend has been all under \$200 a year.

Generator Fuel increase to \$150. Todd feels there are going to be expenses against this line at some point when they have to refill the generator for running for maintenance. He would like to see more than just \$1 in the line. It is an agreement with the School that the town will fill it. Carla wants to be sure that if the funds are in the town budget, that they are not also in the school budget. **Vote on the Photo ID Supplies to \$1 was 8 to 0 with 1 abstaining. Motion carried. Vote on Training line to \$200 was 8 to 1. Motion carried. Vote on Generator Fuel line to \$150 was 8 to 1. Motion carried.** Christine questioned how much fuel we can actually get for \$150. Todd said that the \$150 is to put some fuel in for the maintenance running of the generator. If there is an actual emergency where the generator needs to be run, the State would reimburse the town for that cost.

Todd proposed reducing Fit Testing to \$750. Judith said that this has been an issue for 6 or 7 years. She proposed cutting it to \$1 because they have never done it. Todd said that they did it in 2011. They spent \$646.10. That is why he proposed \$750. Judith asked if they have done it, why do they need to do it again? Dick said that any new people (like Selectmen coming in) need to be fitted.

Judith proposed reducing the Contamination Equipment to \$1. Carla agrees because we purchased the contamination suits and still have them. Christine said that we do have contamination suits, but if they get used we would need to purchase new ones. Dick asked if anyone here has ever been in a hazmat situation. He said that these people put on these suits and they go in and save your life. If you start screwing around with the numbers that are in there and they can't do it and you are sitting in a car that is next to a tanker that has just rolled over and... Todd said that it would be too late even if they have the suits. Carla added that we have the suits. Carla added that we are going to have a public hearing and if he comes and can make a case for it, we can put it back. Matt said that if the suits are used, we will have to buy more. Judith said that if we have to buy more, this budget is not so tight that we can't find \$500 to buy more. Matt said we are trying to make it as tight as possible. He feels we should keep it in there. We have been lucky to not have to need them. **Vote on Contamination Equipment reduced to \$1 was 3 to 5 with 1 abstaining. Motion failed. Vote on Fit Testing reduced to \$1 was 2 to 6 with 1 abstaining. Motion failed. Vote on Fit Testing to \$750 was 7 to 2. Motion passed.**

Todd proposed mileage reduced to \$100. Vote was 9 to 0. Motion carried.

Fire/Forestry:

Todd commented that there have been a lot of comments of "we are going to get to that this year" but we hear that every year. He has no specific cuts in mind, but wonders when some of these things will actually be done. Judith said she had a proposal for Medical Evaluations. Every year they say they are going to do it. They had \$1,825 and they spent only \$289. If we cut that line to \$750, it would still give them three times more than they have ever spent. Dick reminded the Committee that Medical Evaluations are done for either the people that have to drive the trucks, or if we have a fire and a fireman gets smoke inhalation, there will be medical evaluations necessary. If there are not a lot of fires, there may not be a lot of expenses. If you do have a fire and there are a number of firemen, you may spend it all and more. Emily feels that since this is a public safety issue and if they don't spend the

money it is returned to the town anyway, it is good to have the money in there just in case. We have been fortunate that we haven't needed it, but it's a matter of public safety that we are talking about. Matt agreed and feels that he is fine with the number in there. Carla said that most often the Fire Department does not spend the money in the water supply line. The money is always in there and the money has to do with the hydrants. To test the hydrants, but they don't do it. Matt said that the money is there in the off chance that they need to be replaced or maintained. He feels that this is a public safety issue. If there is a need to do the work, it would be tough to not keep that in there. Christine commented that it is better to have dry hydrants to use in the event of a fire instead of them trying to get water from a pond. Judith said that every subdivision built in town is required to have some kind of fire prevention pond or a cistern. Judith said that at the pond across from her house there is a dry hydrant and several years ago they dug it up and replaced it. Christine said that is her point – that is the kind of stuff that they maintain with that money. Carla proposed reducing that line to \$2,000. Paul said that the minutes of the meeting with the Department Heads say that there will be some work done on a supply line. Road Agent Dennis Lewis said that they will probably be doing the one on Patten Hill before the end of the year. He added that the dry hydrants are very important because in the winter you have a fire and you have to chop a hole in the ice of a pond to get water. You never know when they are going to fail, either. With a cistern, you don't whether they leak and you have to repair one. The one on Horizon drive needs repairing. Carla said that her concern is that they budget \$4,000 for it, but they don't do it. She would like to see it get done. Emily asked if Carla wants to see them spend money on maintenance that doesn't really need to get done, or ... Carla stated that the Chief says every year that they are going to do it, but it never gets done. Todd said that when Rudy Cartier was Chief he would say that a lot of the hydrants need to be fixed, but they never got around to doing it. This has been a consistent problem for years. Dick said that if the Committee doesn't want to see it in the budget, they can move it into the fund, but there is no difference because either way the money is there. Dennis Lewis said that sometimes the cost doesn't show up there because people volunteer to do these things. If people don't volunteer and you have to spend the money, it's there. It is a very important part of putting out fires in Candia is the water supply. \$4,000 isn't a lot of money. To replace the hydrant on Patten Hill is going to be more than \$4,000, but it will get done for \$4,000. Judith proposed to reduce Fire Prevention to \$2,200. This is for the things they buy for the kids and if you look at the expenses historically, they have spent around \$2,000 each year. Vote on Water Supply reduced to \$2,000 was 2 to 7. Motion failed. Vote on Medical Evaluations reduced to \$750 was 4 to 5. Motion failed. Vote on Fire Prevention reduced to \$2,200 was 7 to 0. Motion carried.

Health Officer:

Todd proposed Protective Clothing reduced to \$100 and Lab Fees reduced to \$1. Carla asked if the Lab Fees are what we use to test mosquitoes. Todd said that the \$600 Spraying Application Fees is for the mosquitoes. The Lab Fees is for testing of dead birds or mosquitoes. Dick said that there needs to be some money in there in case you need to test for Triple E. Todd said that there has been \$500 budgeted for the past three years and nothing has been spent. Dick proposed Lab Fees reduced to \$100. Vote to reduce Protective Clothing to \$100 was 6 to 2 with 1 abstaining. Motion carried. Vote on reducing the Lab Fees to \$1 was 3 to 6. Motion failed. Vote on reducing Lab Fees to \$100 was 5 to 1 with 2 abstaining. Motion carried.

Highway:

Todd proposed increasing the Grading to \$12,500, Gravel to \$20,000, and Salt to \$70,000. Emily asked if we don't increase this, wouldn't any extra money for salt come out of the Excess Winter Road Maintenance article. Dick said Excess Winter Road Maintenance is winter payrolls, salt, and sand. Todd asked how often that fund is used. Dennis said maybe 8 or 10 times in his 16 years. He added that we

have never gone over the \$75,000 in that article. Judith asked if there is money in the article, why do we need to add some to the budget too. Todd feels that the article is nice to have for emergencies, but that is what it should be for – only emergencies. If you have to use that one or two times, that is fine, but if you have to access that article 5, 6, or 7 times, that tells him that the lines are under-budgeted from year to year. Matt said that if Dennis disagrees, he can certainly speak to it at the public hearing. He said that this Department has been handled very well over the years and the weather is very unpredictable. The overall bottom line has been adhered to. Carla said she has looked at the comment that there have been no increases to this budget in a very long time, but there are some things that we have forgotten about. In 2010, we took money from the Moore Highway Fund for road maintenance. We spent \$7,000 that year. The following year we spent \$10,000 from the Moore Highway Fund for road maintenance. Those figures don't show up in the operating budget. So ever though it looks as though the budget has remained constant there is two years that we spent extra money. Prior to 2009, we paved Crowley Road. The town didn't pay for the paving because that was done by the developers. But when they paved it, which is about 4 miles long and it was gravel so we were maintaining 4 miles of gravel road. We are no longer maintaining that 4 miles of gravel because it is now paved. Essentially, that effects the road budget because you are using less material to maintain 4 miles of gravel road than you were. Carla wants to point out that we have spent extra money on road maintenance that we have forgotten about. The reason we have forgotten about it is because we need to somehow track this money in a more efficient manner. Somehow we need to see that. It should have an impact on the discussion we are having now. Dick said that the Moore Highway Fund is for things over and above the normal maintenance. 2010 was Tower Hill Road. He put a lot of gravel on Tower Hill to get it to the point where he could get travel through there and fix it up. This year, he is planning on doing an expansion of what he did on Patten Hill Road. He did some corners there that would not normally have been done. Carla said her point is it looks as if the Highway budget has remained constant for a number of years, but in fact it has not. There is also about \$40,000 for paving Old Candia Road that the town spent last year. Dick said the \$40,000 was an encumbrance and shouldn't have been done that way. Christine said that if they have been doing more work than was in the budgeted figures, then they should bring those figures back into the budget and increase those lines accordingly. Todd said that every year since 2007 through 2010, the budget has been over-spent by anywhere from \$50,000 or more. Dennis agreed, but added that those years are the ones that we received reimbursement from FEMA for storms. All of the expenditures to fix the storm damage had to show up in the budget. The reimbursement goes back to the town as revenues, not back into his budget to offset those lines. That is why we created the Storm Line to track those expenses. Dennis corrected Carla because Crowley Road is actually 8,800 feet long, not 4 miles. Crowley Road was paid for by developers and if they had not paved that road, our budget would have had to go up significantly to account for the traffic for the new homes. Dennis agrees that having that road paved does not require the grading anymore. But it saved us from having to increase our budget for grading of the other road for the increased volume of traffic. Dennis said it is tough making this budget work. Judith asked if we were reimbursed for Tower Hill Road storm damage. Dennis said yes. Judith said that his budget would be over because he needed to do work on the road. The government then reimburses us, which will not show up in his lines, but gets returned to the town as revenue. Dennis said he over-expended on gravel this year only because of the mud on Currier Road. We spent all the gravel money on that one road. None of the other roads got gravel this year. Next year, it could be a different road. You don't know. We try to make it work. The last two years we have gotten interest from the Moore Highway Fund that we have never gotten before. The Selectmen could decide not to do that again. If they do, it is basically a windfall for the Highway Department. We always try to use it on a project that needs doing. Todd said that Dennis does a great job with the money he is provided, but he is not given enough money to maintain the roads in this town.

Vote on increasing Grading to \$12,500 was 7 to 2. Motion carried. Vote on increasing Gravel to

\$20,000 was 7 to 2. Motion carried. Vote to increase Salt to \$70,000 was 4 to 5. Motion failed. Carla said that the Selectmen should show any extra funds allocated to a department. Emily suggested that they do budget adjustments like the School Board does. Dennis added that he was not in agreement with the \$40,000 encumbrance for paving. The Board decided to do that, but Dennis feels if they want to spend \$40,000 on roads, they should put \$40,000 in the budget right up front. Carla requested that the Selectmen do something to let the Budget committee know when things like that happen.

At 8:45, Christine left the meeting.

Insurances:

Rates are now available. Cheryl will bring the rates for the public hearing. Judith asked about the Selectmen's plan to reimburse deductibles for health insurances. Cheryl explained that the Board has a policy to pay a portion of the deductible for the employees if they happen to end up in a deductible situation. This started when the deductible amounts jumped from \$250 to \$1,000. The Board has decided to continue that policy for this coming year as well. Emily asked if that is included in compensation as a taxable benefit. Cheryl said yes, if someone uses it. Lynn asked where that money is. Cheryl said it is part of the health insurance line. She explained that the deductibles have gone up this year to \$2,000 per person, per year. The Board has agreed to pay \$1,500 of that so the employee is only responsible for \$500. Emily asked if the town has a Health Savings Account set up to do this. Cheryl said no because it is not a Health Savings Account, it is a simple deductible reimbursement account.

Legal:

Todd listened to the Board of Selectmen regarding upcoming legal issues, but in looking at the expense trends \$35,000 seems high. Lynn said that she feels it is too high. She thinks we are getting unsolicited legal advice, which is something we don't want to be doing. She would like to see that reduced. She thinks \$30,000 is reasonable. Matt said he was not satisfied with the amount of cases that seemed pending, or could be, no real hard and fast cases that are ongoing. Dick said that since the last discussion with the Board we have picked up another court case. He said the Board is working very hard to ensure that any conversations we have with counsel is done under the retainer. We are trying to make sure we get all the hours that we are contractually obligated for. Todd said \$18,600 is the minimum cost per year, based on the retainer amount only. **Vote to reduce the Legal line to \$30,000 was 7 to 1, with a note that Christine is absent for the remainder of the meeting and votes. Motion carried.**

Other Culture & Recreation:

Lynn proposed reducing the Ski Program to \$1. The town doesn't even handle the ski program anymore. Lynn proposed reducing the Field Trip and Events to \$1. Dick said the Field Trips and Events was because he wants to put on a special event for the kids in town either above or as a part of what is being offered already. He said that the bottom line is you are looking at a lower budget than it has been for a long time. There needs to be some minimal amount of money that is used, and you don't get much more minimal than our Culture & Recreation budget. Matt said he is inclined to leave it because it is a minimal amount. But, he would like to see it used. Lynn said that the library provides an array of events for the children. In the summer there are concert series. This is already being taken care of by the library. The library receives a lot of donations from people in town for this and that takes care of it. It doesn't need to be in the budget too. **Vote on reducing Field Trips & Events to \$1 was 4 to 3 and 1 abstaining. Motion carried. Vote to reduce the Ski Program to \$1 was 5 to 1 with 2 abstaining. Motion carried.**

Parks & Recreation:

Todd proposed reducing the Maintenance Pond Park to \$100. Emily questioned if this cover the plowing of the pond for skating. Lynn said that is done by volunteers. Dick said that the town doesn't do anything on the pond. Lynn asked what that line is for. Dick said it is for cutting the grass behind the library. Other Committee members said that we have a separate line item for mowing of Pond Park. Dick said that the Maintenance of the Pond Park is for the area that is out in back of the pond and over into the back where they have an area over there. It is for cutting trees down in that area that is over and above the normal mowing. He mows and trims out of the mowing line, but if he has to do something over and above that, that comes out of the maintenance line. Todd proposed reducing the Old Home Day Preparations to 0. Judith agreed and said it is an activity that is completely privately funded through donations. The Town holds the funds for the Old Home Day Committee, but that fund pays all the expenses. This year Dick hired someone to come in and clean up the trash, which the Old Home Day would have paid for if they had received a bill. Vote on reducing Maintenance Pond Park to \$100 was 5 to 3. Motion carried. Matt disagrees with zeroing out the Old Home Day Prep. He would like to keep it where it is. Vote on reducing Old Home Day Preparation to 0 was 4 to 4. Dick said that is what he needs to run the park and if that line is reduced to zero, he will still get it done somehow. Judith added that anything related to Old Home Day should be billed to the Old Home Day Committee and they will pay it. The town does not have to have those expenses. Matt said that the town doesn't have to have it, but it doesn't hurt to have it. Vote on reducing Old Home Day Prep to 0 was 4 to 4. Motion failed. Todd proposed to change the Old Home Day Prep line to \$1. Vote was 4 to 4. Motion failed.

Police:

Lynn proposed reducing the Overtime line to \$25,000 and the related FICA/MEDI line as well. Dick informed the Committee that the Chief is declining the opportunity to do training for his people because his budget is so close. Judith said that she feels the cruiser should be in a warrant article. She said that the cruiser has historically been a warrant article and that is where it belongs. Judith has a problem with the replacement of the cruisers because she asked the Chief what is specifically wrong with the cars and he said they are not safe. What, specifically, makes them unsafe? When she looks at some of the maintenance items on the cars, it makes her wonder if they are doing maintenance on the cars or how the cars are being driven when you look at two year old cars and we are replacing the air conditioning units in the cars. If the struts are bad, the frame is bad, or the frame is rusted, or something, but the Chief just said they are not safe. Emily said the Chief had said there is a lot of mileage on them. Todd said that is the subjective part. If the Chief had walked into the meeting and said he had a \$6,000 quote to fix everything to make it a safe vehicle, that would have been objective and Todd could have said "that makes sense, buy a new car", but the Chief didn't have that. Todd is not against the cruiser, but he is not necessary for it with the lack of an objective reason for it. Carla said that the maintenance on the vehicle that they are looking to replace is not that bad, so it doesn't prove they need a new cruiser. Carla said she would be more comfortable if the town had an agreement with the Ford dealership in Manchester for a fleet policy. Then we would see regularly scheduled maintenance and we would then be able to chart the maintenance and then he could make a better case when he wants to get a new cruiser. Just to say "We don't feel safe" isn't enough. Emily stated that we are not Police Officers driving in high speed chases, putting our life on the line and we have to take the source as an expert. She doesn't know if it is right of the Committee to be passing judgment on whether the cars are safe or not when we have an expert here who is trained as a police officer saying it is not safe. Emily trusts his judgment that it is not safe. As far as putting it in a warrant article, it seems like we buy a new cruiser every year so goes along with the same argument with the school to keep it in the budget if it happens every year. Dick said that the only way that he can objectively prove that what we have heard from the

Chief, who has heard from his officers, they consider the cars unsafe. The only way to prove that is if the guy gets in the car, he drives it, the car falls apart and he gets killed. Todd said if there is a problem with the car, you tell the mechanic what the problem is and they find it and fix it. Matt said if the Chief had come in and said "the car doesn't accelerate and I can't get up to speed", or it stalls, or the brakes are gone,... if he came in and pointed to something that said that this car is a safety problem, I would agree with him and it needs to be replaced. But the Committee hasn't heard anything like that. The car does have a lot of mileage on it and perhaps they haven't been maintaining it because they don't want to throw money at a dying car. But, the Chief did not tell the Committee that. Matt would like to give the Chief the opportunity to speak at the public hearing about it. Lynn said in the past when we have gotten rid of a cruiser we gave one to the Fire Chief, which doesn't get used much, and one to the Building Inspector. We are still using them. She realizes that they don't use them like the Police Department does, but they have been using them for years. These cars were supposedly unusable, but we turn them over to somebody else and they are using them. Emily said they are being used in a different function. Paul said that the Chief has been around a long time knows that things like this don't go through easily. Maybe he could have articulated himself better, or given better examples, but Paul believes that if he and his officers are telling him it needs to be replaced, then maybe it needs to be replaced. He has another shot at Deliberative Session to do that. The Chief isn't just asking for a car for the sake of asking for a car. He has a valid reason for doing so. Todd agreed and said that is why he is not against a new cruiser, but neither is he for it because that reason. Matt feels that if it is a safety issue, then we clearly need a new cruiser. Matt has not heard evidence that it is a safety issue. He is willing to hear anything at the public hearing, but as of right now, he is not willing to vote for a cruiser in this budget unless there are actual safety concerns brought up. Dick said that this year we have attempted to put the cruiser as a transparent issue. Also, if you go to the Deliberative Session with a different number that says we don't want to get a cruiser, then that says you have to have people out there pushing to get a cruiser. If there are people that feel we don't need a cruiser, it is easy for them to come to the meeting and reduce the line to 0. If there is no question from the audience to reduce it to zero, then we are better served as a Budget Committee by saying we have gone transparent and they can buy this cruiser anytime during the year and if the car can go beyond that, maybe we don't get it until the end of the year. Judith said the best way to get people to vote on it is to put it in a warrant article. That way everyone that comes in March will vote on it, not just the 96 people that come to the Deliberative Session. Judith went on to say that we only have two officers on duty at any time. We have a command car for the Chief. We have two good cruisers. The vehicle they are looking to replace is a third cruiser. Judith made a motion reduce the cruiser line to 0 and have it as a warrant article. Vote on reducing the overtime line to \$25,000, and the relating reduction in FICA/MEDI was 5 to 3. Motion carried. Matt proposed to reduce the cruiser line to \$1 to keep the line open. He does not want to limit the Select Board by having a zero in that line, just in case something comes up and they need to get a new cruiser during the year. Vote to reduce the cruiser to zero was 2 to 6. Motion failed. Vote to reduce the cruiser line to \$1 was 4 to 4. Motion failed.

Solid Waste:

Todd said that every year there is a Hazardous Waste Day. If the amount for this is in the budget, the Selectmen can decide to hold the event or not hold it. If it is in a warrant article, then they cannot use the funds for anything else. But we have the event every year. The warrant article always passes. It should be in the budget. Dick said that if there is a concern about the Selectmen using those funds for something else, that amount could be put in a special fund so that it can only be used for that and can roll from year to year. Todd feels it should be in the budget. Carla would like to see it remain as a warrant article because if you don't hold the Hazardous Waste Day, then the funds go back to the town. Todd proposed to add \$15,000 for a Hazardous Waste Day. Carla proposed reducing the Part Time

Wages line to 0. She said when the Budget Committee was first told they wanted a part time person, they were told this person would be an on-call position to fill in if somebody couldn't work on a Sunday. Then that evolved into that part time person being there every Sunday. Carla doesn't feel they need that person. If they had done what they said they would do, then she wouldn't be speaking about it. Judith asked if the Recycling Center employees work only 5 days a week. Cheryl confirmed that they have Mondays and Tuesdays off. Judith said they are fully staffed and the part time person should be in an emergency. Now it has gone from a budget line of \$19,000 to \$22,000. Lynn said that somebody has to fill in for the full time employees that get vacation time and sick time, so you need more than just one guy working Sundays. Carla said that before they had the other part time person the full timers still took vacation time. They were managing just fine before. She doesn't feel it is necessary. Matt feels they provide a valuable service and it is necessary, but feels the amount is high. Matt proposes \$18,000 for that line. Todd said that the budget for these wage lines has actually gone down from previous years. If you add the full time and part time lines together, the total wage lines is less than what they have typically expended. Dick said they started with full time people working overtime. They cut them back to 40 hours. There is a policy that says there shall be two people working there at all times. The more part timers you have, you spend less on insurances and retirement. Part timers are in-expensive. Judith asked how many full time and part time employees we currently have at the recycling center. Cheryl said two full time and two part time. Carla said that with two full time employees and one part time person, the part timer can cover if one of the full time people gets sick. That is adequate. **Vote on reducing the part time wages to \$18,000 and the related changes to FICA/MEDI was 7 to 1. Motion carried.** Carla has a concern about the Hazardous Waste Day being in the budget because last year they had a hard time finding someone to run it. If they can't find someone to run it and there is \$15,000 in the budget that isn't going to be spent, they can use it somewhere else. If it is a warrant article, they can't spend the money if they can't find someone to run the Hazardous Waste Day. Carla said that this last year they had a hard time finding someone to run it. Dick said if it is not a "special" warrant article, the money can be used for other things. Carla said if it is a warrant article that specifies a Hazardous Waste Day and you don't have one, you can't spend the money. There is nothing else it can be used for. Vote to add the Hazardous Waste Day line to the budget at \$15,000 was 2 to 5 with 1 abstaining. Motion failed.

Welfare:

Lynn proposed the wage line be reduced to \$6,428, which is the hourly wage times the maximum number of hours per week times 52 weeks. Judith stated that the wage line was supposed to be \$5,000 and they had a 1.7% increase. Matt had proposed \$7,500 during the discussion with the Department Head and there had not been any resistance to that number. Lynn asked why not \$6,500. Emily read the minutes of the meeting with the Department Heads and Select Board and Joe Duarte had agreed that \$7,500 would be a reasonable number. Judith said that by vote of the Selectmen a year ago, they lowered that line from \$10,000 to \$5,000. That vote has never been changed. If you add the 1.7% to that they got last year and they are proposing another increase that is not in the budget – it is not showing up in the budget. Cheryl corrected that the \$5,000 amount was talked about for a while and then after consultation with legal counsel, we had to change it from a stipend to an hourly wage because she should have been considered an hourly paid employee. That is when the Board of Selectmen came to the current pay rate, with a maximum of 10 hours a week. That is where it stands right now. Lynn said that is a maximum per week, so why would we go more than that? Todd said the Board had said they could elect to give her more hours if the workload increases, so he is Ok with going with \$7,500 to give a buffer for that. Carla stated that the workload stays pretty consistent. She has three cases and has had for quite a while. Todd reminded her that it is not just the amount of active cases, but the application and screening process that takes time also. Vote to reduce the Welfare

Wages line to \$6,428 was 3 to 5. Motion failed. Vote to reduce the line to \$7,500 was 4 to 4. Motion failed. Lynn proposed reducing the Welfare Wages line to \$7,000 and the related FICA/MEDI reduction. Vote to reduce the line to \$7,000 was 7 to 1. Motion carried. Todd proposed reducing Protective Clothing to \$1. Vote was 7 to 0 with 1 abstaining. Motion carried. Todd proposed reducing Dues to \$150. Vote was 7 to 1. Motion carried. Todd proposed reducing mileage to \$300. Vote was 2 to 5. Motion failed.

Todd said that, pending verification of the changes and recalculation of taxes, the bottom line is \$2,336,422, which is an overall increase of .28%. Judith said that even though it may appear that we have cut a lot, but she wants to remind everyone that if you go and look at the insurance line, there is always money left in that line. Because they have to budget for every possibility, there is usually around \$50,000 to \$60,000 left over in that line. Last year there was about \$200,000 left in the budget. It might look like a really tight budget, but there is obviously money in there because the Board is talking about 6 employees on the health insurance and potential for \$9,000 for deductible reimbursement that they know they can cover.

At 9:40, Todd made a motion to adjourn. Seconded by Lynn. All voted in favor. Motion carried.

Minutes respectfully submitted by
Cheryl Eastman