

Approved

Budget Committee
Meeting Minutes
January 7, 2013

Present:

Shaun Lagueux- Chairman, Ron Preble, Dave Carr, William Cote, Dorcas Gordon, Paul Manganiello, Ashley Dolloff, Kerrin Rounds, Tom Keegan, Barbara Greenwood, and Mark Chevalier, Jeff Shackett, and Jon Thouin.

Absent:

Others Present:

Michael Capone- Town Administrator

Call to Order:

Chairman Lagueux called the meeting to order at 7:00 pm.

Review of Minutes:

Chairman Lagueux asked the members to review the December 17th meeting minutes. Ron Preble made a motion to accept the minutes as written, seconded by Barbara Greenwood. All were in favor with three abstentions by Jeff Shackett, Jon Thouin, and Ashley Dolloff.

Old Business:

Kerrin Rounds requested the number of full-time and part-time employees. The town administrator reported that there are 34 full-time employees, 10 permanent part-time employees, and 25 call or seasonal employees.

New Business:

This meeting is the first deliberative session for the budget committee.

The proposed 3.5% wage increase for employees was discussed first. There were no raises given to employees last year. Two years ago town employees received a 1.5% wage increase. A 3.5% increase would cost \$57,442 (inclusive of retirement, FICA), a 2.5% increase would cost \$39,138. The increase would be effective April 1st.

- Shaun Lagueux made a motion that the budget committee approves a 2.5% wage increase for town employees, seconded by Dorcas Gordon.
Vote: 5 In Favor 8 Opposed Motion Failed
- Dave Carr made a motion to amend the increase to 2%, seconded by William Cote. A 2 % wage increase would cost approximately \$32,000- \$33,000.
Vote: 9 In favor 4 Opposed Motion Passed

Individual departments were discussed. All the approved department budgets are less the approved 2.5% wage increases.

EXECUTIVE:

- Mark Chevalier made a motion to accept the Selectmen's department budget recommendation of \$196,468, seconded by Kerrin Rounds.
Vote: 13 In Favor 0 Opposed Motion Passed

ERV (Election, Registration, Voting):

- Mark Chevalier made a motion to accept the Selectmen's department budget recommendation of \$85,210, seconded by Ron Preble.

Vote: 13 In Favor 0 Opposed Motion Passed

FINANCIAL ADM. /TAX COLLECTION: The Finance officer position is not subject to the wage increase this year.

- John Thouin made a motion to accept the Selectmen's recommended department budget of \$172,636, seconded by Dave Carr.

Vote: 13 In Favor 0 Opposed Motion Passed

PROPERTY REAPPRAISAL:

- Mark Chevalier made a motion to accept the Selectmen's recommended department budget of \$112,465, seconded by Dave Carr.

Vote: 13 In Favor 0 Opposed Motion Passed

LEGAL: The requested budget increase is due to potential litigation involving PSNH and Fairpoint.

- Jeff Shackett made a motion to accept the Selectmen's recommended department budget of \$24,000, seconded by Shaun Lagueux.

Vote: 13 In Favor 0 Opposed Motion Passed

PERSONNEL ADMINISTRATION:

- Jeff Shackett made a motion to accept the Selectmen's recommended department budget of \$78,344, seconded by Kerrin Rounds.

Vote: 13 In Favor 0 Opposed Motion Passed

PLANNING BOARD: The Secretary line would not be impacted by the 2.5% wage increase.

- Mark Chevalier made a motion to accept the Selectmen's recommended department budget of \$11,337, seconded by Shaun Lagueux.

Vote: 13 In Favor 0 Opposed Motion Passed

ZONING BOARD: The Secretary line would not be impacted by the 2.5% wage increase.

- Mark Chevalier made a motion to accept the Selectmen's recommended department budget of \$6,293, seconded by Shaun Lagueux.

Vote: 13 In Favor 0 Opposed Motion Passed

TAX MAP:

- Barbara Greenwood made a motion to accept the Selectmen's recommended department budget of \$3,600, seconded by Dorcas Gordon

Vote: 13 In Favor 0 Opposed Motion Passed

GENERAL GOV'T BUILDINGS:

- Dave Carr made a motion to accept the Selectmen's recommended department budget of \$84,944, seconded by Barbara Greenwood.

Vote: 13 In Favor 0 Opposed Motion Passed

CEMETERIES:

- Jeff Shackett made a motion to accept the Selectmen's recommended department budget of \$6,500, seconded by Ron Preble.
- Shaun Lagueux made a motion to amend this amount by \$3,500, for a total department budget of \$10,000, seconded by Dave Carr. The extra \$3,500 would cover the request by Archie Auger for maintenance and repair work to be done in the town cemeteries.

Vote: 11 In Favor 2 Opposed Motion Passed

INSURANCE:

- Jeff Shackett moved to accept the Selectmen's recommended budget of \$33,959, seconded by Mark Chevalier.
Vote: 13 In Favor 0 Opposed Motion Passed

REGIONAL ASSOCIATIONS:

- Dorcas Gordon moved to accept the Selectmen's recommended department budget of \$2,330, seconded by William Cote.
- Mark Chevalier moved to amend line 837 (Newfound Lake Region Assoc.) to \$500, seconded by Shaun Lagueux. This amount is the amount funded in 2012.
Vote 7 In Favor 6 opposed Motion Passed
- New Department budget amount: \$1,330.
Vote: 9 In Favor 4 Opposed Motion Passed

OTHER GENERAL GOV'T (Contingency):

- Barbara Greenwood moved to accept the Selectmen's recommended budget of \$25,000, seconded by Dave Carr. Paul Manganiello commented that he received information from a budget workshop that towns did not have to have contingency accounts per a RSA. The town administrator will look into this RSA for the budget committee.
Vote: 13 In Favor 0 Opposed Motion Passed

POLICE DEPARTMENT: Shaun Lagueux stated that the increase in the police budget was largely due to the increase in the Retirement, Health insurance, and Prosecutor lines. There was a discussion about "zeroing" out a budget line item and the effect of doing that. The town administrator explained that have a zero in a particular budget line does not mean that money cannot be spent in that line. Expenditures are reported in the appropriate budget lines. Paul Manganiello asked for clarification on Holiday Pay. The town administrator explained that this is pay that is set at a straight rate and that this saves the town money on overtime.

- Jeff Shackett moved to accept the Selectmen's recommended budget of \$982,443, Shaun Lagueux seconded.
- Dave Carr moved to amend the police department budget lines that have \$1 totals to \$0 except for the grant lines.
Vote: 8 In Favor 5 Opposed Motion Passed
- Jon Thouin moved to amend the police department total budget to \$915,000, seconded by Paul Manganiello. Jon Thouin stated that the police budget is the biggest town budget and that this department did not take a cut from the 2012 town meeting decision.
Vote: 6 In Favor 7 Opposed Motion Failed
- Paul Manganiello made a motion to amend Line 140 (Overtime) to \$20,000, seconded by Dorcas Gordon.
Vote: 7 In Favor 6 Opposed Motion Passed
- Total police department budget: \$965,643 after amendments.
Vote: 7 In Favor 6 Opposed Motion Passed

OUTSIDE DETAILS: The budgeted amount would be used to cover the Central Square project and possible the Safe Routes to School project as well as other details during the year. The revenue from outside details goes into the general fund.

- Mark Chevalier moved to accept the Selectmen's recommended budget of \$88,000, seconded by Barbara Greenwood.
Vote: 11 In Favor 2 Opposed Motion Passed

FIRE DEPARTMENT:

- Jeff Shackett moved to accept the Selectmen's recommended budget of \$876,181, seconded by Kerrin Rounds.
Vote: 11 In Favor 2 Opposed Motion Passed

FORESTRY:

- Shaun Lagueux moved to accept the Selectmen's recommended budget of \$3,500, seconded by Kerrin Rounds.

Vote: 13 In Favor 0 Opposed Motion Passed

CROSSING GUARDS: This budget includes the wage increase. These employees are permanent part-time.

- Barbara Greenwood moved to accept the Selectmen's recommended budget of \$9,088, seconded by Shaun Lagueux.

Vote: 13 In favor 0 Opposed Motion Passed

EMERGENCY MANAGEMENT: The table top training exercise is the specific expense in this budget.

- Ron Preble moved to accept the Selectmen's recommended budget of \$3,500, seconded by Barbara Greenwood.

Vote: 13 In Favor 0 Opposed Motion Passed

Member Comments:

William Cote asked if there were any warrant articles for consideration. The town administrator reported that there are no known warrant articles at this time. The Board of Selectmen will be meeting on January 17th to discuss potential warrant articles. William Cote asked when the final 2012 budget numbers will be reported. The final 2012 budget numbers will be made available around the 10th of January.

Town Administrator's Report:

A request had been made for an accounting of the Minot-Sleeper Library Trustees assets. A worksheet has been sent to budget committee members showing the available funds of the library trustees and the expenditures that the funds are covering regarding the library project.

Adjournment:

Barbara Greenwood made a motion to adjourn, seconded by Paul Manganiello, passed with all in favor. The meeting was adjourned at 8:59pm.

Respectfully submitted,
Wendy Costigan, Secretary