

Budget Committee
January 22, 2018
Meeting Minutes

Present:

Chair- Rob Glassett, Wayne Anderson, William Cote, Dave Carr, Scott Sanschagrín, John Sellers, Walter Waring, Betsy Schneider, JP Morrison, Joseph Caristi, Ashley Dolloff, Janet Cavanagh (late arrival).

Absent: Bob Emerson.

Others Present: Nik Coates – Town Administrator, Bob Blanchette - Finance Officer, Benjamin LaRoche – Fire Chief, Les Dion – TTCC, Brittany Overton - Library, Kelly Lacasse – Welfare Officer .

Call to Order:

Committee Chair Rob Glassett called the meeting to order at 6:30pm.

Rob Glassett asked the committee to jump over the minutes and go right to new business in the interest of there being a lot to cover tonight. We also need to be careful and be sure to vote on a bottom line for each section in the budget.

New Business – Budget Deliberations:

Section 4441 - Welfare Admin:

Wayne Anderson Motioned to approve the bottom line for section 01- 4441 Welfare Admin at \$11,184.00, seconded by Joe Caristi. The vote was **11 in favor - 0 opposed** the motion passed. John Sellers said the amounts have been going down over the last few years for section 01- 4445. Ms. Lacasse stated that yes they have been between \$2,000.00 and \$6,000.00 less. She just doesn't want to go to low with the budget because she doesn't know how much assistance will be needed. Wayne Anderson made a motion to approve the bottom line of section 01-4445 Welfare Services at \$29,900.00, seconded by JP Morrison. The vote was **12 in favor – 0 opposed** the motion passed.

Section 4220 – Fire Department:

The committee had no comments. Scott Sanschagrín motioned to approve the bottom line for section 01-4445 Fire Department at \$896,346.00, seconded by Walter Waring. The vote was **11 in favor – 0 opposed – 1 abstained** and the motion passed.

Section 4230 – Forestry:

The committee had no comments. Wayne Anderson motioned to approve the bottom line for section 01- 4230 Forestry at \$5,450.00, seconded by Scott Sanschagrín. The vote was **11 in favor - 0 opposed** the motion passed.

Section 4290 – Emergency Management:

John Sellers motioned to reduce line item 01-4290-290 for EM Training from \$1,000.00 to \$500.00 as they only used \$296.00 last year, seconded by Wayne Anderson. Chief Benjamin LaRoche said he would be more comfortable keeping line item 01-4290-290 EM Training at \$1,000.00 and putting line item 01-4290-660 Trailer Maintenance at \$0.00 or \$1.00. After discussion John Sellers withdrew his motion. John Sellers then motioned to reduce line item 01-4290-660 Trailer Maintenance from \$500.00 to \$1.00,

seconded by Janet Cavanaugh. The vote was **12 in favor – 0 opposed** the motion passed. Scott Sanschagrin motioned to reduce the bottom line for section 01-4290 Emergency Management from \$1,500.00 to \$1,001.00, seconded by Joe Caristi. The vote was **12 in favor – 0 opposed** the motion passed.

Section 4327 – Fire Betterment:

The committee had no comments. Bill Cote motioned to approve the bottom line for section 01- 4327 Fire Betterment at \$10,000.00, seconded by Wayne Anderson. The vote was **12 in favor – 0 opposed** the motion passed.

Section 4411 – Land Use/ Health Office:

Rob Glassett asked if there was any discussion for this section. John Sellers stated that it was up \$11,000.00 from last year. Nik Coates said it was because of a full year wages for two new employees in planning & land use. They both work up to 29 hours a week. Scott Sanschagrin motioned to approve the bottom line amount of \$65,952.00 for section 01-4411 Land Use/Health Office, seconded by Joe Caristi. The vote was **8 in favor – 4 opposed** the motion passed.

Section 4414 – Animal Welfare:

Wayne Anderson motioned to approve the bottom line for section 01-4414 Animal Welfare of \$750.00, seconded by John Sellers. The vote was **12 in favor – 0 opposed** the motion passed.

Section 4415 – NANA:

The committee had no comments on this section. Wayne Anderson motioned to approve the bottom line for section 01- 4415 NANA of \$33,400.00, seconded by Joe Caristi. The vote was **12 in favor – 0 opposed** the motion passed.

Section 4520 - TTCC:

John Sellers said Bristol needs other towns to chip in with this funding. Les Dion stated that Bristol does pay the majority. Wayne Anderson said that he appreciates what Les Dion is doing by trying to work through the funding with other towns. Joe Caristi motioned to approve \$103,803.00 for the bottom line amount of section 01- 4520 REC TTCC, seconded by Walter Waring. The vote was **12 in favor – 0 opposed** the motion passed.

Section 4521 – Beaches:

Betsy Schneider said that last year on line item 01-4521-120 Beach Attendants the actual spent was \$6,780.00 and this year the select board is looking for \$17,384.00. That is quite a difference. Nik Coates stated that last year the town had a lot of rain so the attendants were sent home many times. We are trying to get more mature individuals for a slightly higher pay. Last year we paid \$10.00 per hour this year we would like to pay \$12.00 per hour. We can also zero out line item 01- 4521-430 Beach Improvements/Repairs because the select board encumbered funds for drainage. John Sellers motioned to reduce line item 01-4521-430 from \$15,000.00 to \$0.00, seconded by Bill Cote. Walter Waring stated he would like to amend the motion to \$1.00, seconded by Scott Sanschagrin. The vote was **12 in favor – 0 opposed** the motion passed. Betsy Schneider stated that nothing was spent under line item 01-4521-430 Beach Improvements last year, could it have been put under supplies? Nik Coates yes probably we purchased rakes and a tool box. John Sellers motioned to reduce line item 01-4521-120 Beach Attendants from \$17,384.00 to \$16,000.00, seconded by Wayne Anderson. Betsy Schneider agreed with

John Sellers stating that there was enough in the budge. Wayne Anderson stated they could take it from another line item if necessary. Walter Waring said he would oppose the reduction. The vote was **5 in favor – 7 opposed** the motion failed. Wayne Anderson motioned to reduce the bottom line for section 01- 4521 Beaches from \$36,384.00 to \$21,385.00, seconded by Ashley Dolloff. The vote was **10 in favor – 2 opposed** the motion passed.

Section 4522 - Kelley Park:

John Sellers said that section 01-4522 line items 01-4522- 430 Maintenance /Repairs and item 01-4522- 610 Materials/supplies have been going up by 16% which is \$500.00 per item per year. Nik Coates stated we are purchasing more materials and supplies due to a desire to keep the park cleaner and also have True Green fertilizing the park. Les Dion stated that we are cleaning weekly for the concerts. We are also looking for feedback from the community through a Charrette in March to see what direction the taxpayers want to take to move forward at the park. Betsy Schneider asked if we could use the trust fund for this. Les Dion stated we do not touch the trust fund; it is there just in case of an emergency. Betsy Schneider asked if we could we use the contingency then. Nik Coates said the select board waits until the end of the year to use the contingency fund only if there are no other funds available in the budget. Ashley Dolloff motioned to approve the bottom line for section 01-4522 Kelley Park in the amount of \$29,500.00, seconded by Joe Caristi. The vote was **10 in favor – 1 opposed – 1 abstained** the motion passed.

Section 4550 - Library:

The committee had no comments. Janet Cavanagh motioned to approve the bottom line for section 01-4550 Library at \$187,434.00, seconded by Ashley Dolloff. The vote was **11 in favor – 1 opposed** the motion passed.

Section 4194 – General Government:

John Sellers asked why we are going from \$0.00 last year for line item 01-4194-342 Computer Expense to \$99,700.00 this year. Nik Coates stated that we are updating the computer systems and that not all departments have IT services on their computers. The town put out an RFP and received 10 proposals we narrowed it down to 3 companies, and then met with the companies to negotiate better pricing until we landed on one company we'd like to work with. We need to update the whole system which will include managed IT services, onsite maintenance, consulting services, 10 new computers, new wireless routers, offsite backup, a game plan for the future, and can prolong the life of our aging servers. It will allow us to use the cloud approach which will be seamless. The breakdown of costs is \$57,000.00 for IT services, \$9,600.00 for Office 365, and \$31,100.00 for software. Joe Caristi stated that this is a good way to go; there will be no massive disruptions for town hall, fire or police departments. The discussion continued. Nik Coates also stated that line item 01-4194-815 Newfound Area Access is Ray's pay and the video server needs to be replaced. Betsy Schneider asked if Ray Courchaine could tap into the new system. Ray Courchaine stated that it is through Metrocast because it is a TV station so that couldn't be done. Scott Sanschagrin motioned to approve the bottom line for section 01-4194 General Government in the amount of \$236,150.00, seconded by Ashley Dolloff. The vote was **10 in favor – 2 opposed** the motion passed. Rob Glassett stated that was it for new business tonight.

Review of Minutes:

Rob Glassett asked the committee to review the minutes from the last meeting. Wayne Anderson made a motion to accept the minutes of January 8, 2018 as written, seconded by Betsy Schneider. The Committee voted **10 in favor – 2 abstained** in favor of the motion.

Old Business:

Section 4155 – Personnel Admin:

Rob Glassett stated that at the last meeting the committee reduced section 01-4155 Personnel Admin line item 01-4155-192 Merit Raises from \$36,859.00 to \$24,570.00. Bob Blanchette said that the adjustments to FICA, Medicare, Etc. were all set and has been adjusted. Wayne Anderson motioned to reduce the bottom line of section 01-4155 Personnel Admin from \$536,965.00 to \$524,249.00 with the adjustments from Bob Blanchette in Finance, seconded by Bill Cote. The vote was **8 in favor – 3 opposed – 1 abstained** the motion passed.

Section 4152 – Property Reappraisal:

Rob Glassett stated that there was an error in the math at the last meeting on this section. He also read a letter from Christine. Betsy Schneider asked if the \$12,000.00 for Mr. George Sansoucy included the Fairpoint expenses. Nik Coates said he couldn't answer that without looking at invoices. Wayne Anderson asked Nik Coates and Bob Blanchette to see if there were any charges in anything other than legal. It would be very helpful. Rob Glassett said he thought we need to wait on this bottom line for more information.

Section 4193 – Tax Maps:

Rob Glassett stated that line item 01-4193-390 Tax Map Update Fee was reduced to \$6,000.00. This would include adding road layers into the mapping system. He would like to increase this line item back to the requested amount as it would be a valuable asset to the system. Bill Cote motioned to increase line item 01-4193-390 from \$6,000.00 to \$7,700.00, seconded by John Sellers. The vote was **10 in favor – 2 opposed** the motion passed. Joe Caristi motioned to increase the bottom line for section 01-4193 Tax Map to \$7,700.00, seconded by Bill Cote. The vote was **10 in favor – 2 opposed** the motion passed.

Member Comments:

Dave Carr stated that he disagreed with the statement made at the last meeting that the Budget Committee can't touch wages we have always had the right to raise or lower wages. Nik Coates stated that the Select Board is the body that hires, fires, and sets wages. Joe Caristi stated that this is the wrong message to send to the staff. Betty Schneider said that she agreed with Dave Carr that it is up to this committee. Wayne Anderson stated that some employees may be upset with the trim to merit raises but it will still be a 2% increase for them.

Rob Glassett also mentioned that he has been told that the public feels that certain members are influencing other members to vote their way. He doesn't want this occurring on the committee, and we need to nip it in the bud. He is trying to eliminate accusations and concern from the public.

John Sellers stated that the select board is asking for \$667,000.00 more than what we spent last year for the overall budget this year that is quite an increase.

Select Board Comments:

None

Staff Comments:

None

Adjournment:

Wayne Anderson made a motion to adjourn, seconded by Ashley Dolloff the motion passed with all in favor.

Respectfully submitted,
Kathleen Vogan, Secretary