

BUDGET COMMITTEE
Town Hall
December 3, 2015, 7:00 P.M.

Present: David Curry, Chair; Catherine Orlowicz, Anthony Bonanno, James R. Jones, Ellen Phillips, David Shagoury and David Swenson (BoS Representative)

Absent: Copple Crow Representative

Also Present: Carter Terenzini, Interim Town Administrator (ITA), Bill Meyer, Cathy Allyn, Penny Meyer, Richard McCormack, Carol Allen, Shirley McCormack, Amy DiYorio-Wisher, Tom Haggarty, Dot Veisel, Louise Shields, Jen Nyman, Kenneth Shields, Amy Perkins, Kathy Perkins, Terry Jarvis, David Bickford, Paula Gehl, Kathy Fuchs, Gregory Anthes, Alicia Hernandez, Michele Kendrick, Bill Kendrick, Jennifer Granwick, Meghan Cearley, Stephen H., Angela Chapman, Sheryl Bansfield

Call to Order

The Chair called the meeting to order at 7:04p.m.

Review of Minutes:

Minutes of the November 18, 2015 were reviewed and minor edits made. **Mr. Shagoury moved to approve the minutes as amended. Ms. Phillips Seconded. Motion Passes 5-0-2. (Mssrs. Bonnano and Jones).**

2016 Budget Review:

Account #4550 – Library: Bill Myer, Library Trustee Treasurer, and Cathy Allyn, Interim Director were present. Chair commented on the number of attendees (20+/-) regarding this budget and said it was exciting to see such a turnout. He spoke to the 15^{+/-} emails he had received and that the Budget Committee would ask their questions first with the audience comments coming afterward. Ms. Allyn spoke to the fact that some positions were currently vacant. She said the Trustees couldn't propose firm salary figures without knowing whom they were hiring. Mr. Swenson spoke to the evolution of what the Board of Selectman had approved and BoS Chairman Bickford spoke to the budget of a similar library (Strafford) which was actually open about 4 hours more a week for far less money. Ms. Allyn spoke to the current staffing model and the various tasks performed. Mr. Bonnano asked if the Library had volunteers and learned they did with Ms. Allyn speaking to the various functions they performed. Ms. Allyn said the bottom line was a FY 2016 budget which was revised and presented to the Budget Committee for the first time this evening and was \$11,000 below the FY 2015 budget originally presented to the BoS. She noted this proposal retained the full time Director and allowed the Library to continue its high level of service. She and Mr. Myer spoke to the various line items and noted that, depending upon which health insurance plan was required for the new hire, it might conceivably be lower. She spoke to the many

programs the Library offers and the growth in these over the years and how a number of them would be “lost” under the budget proposed by the Board of Selectmen. Mr. Curry said he was skeptical of this and asked why the programs would be lost as it appeared it might be an overall loss of 5 hours. There was a lengthy discussion of various staffing models and the challenge of communication amongst the staff if the Director was only part-time. Ms. Allyn spoke to what would be accomplished with a full-time Director. Mr. Swenson spoke to the opportunity to offset some costs through grants while possibly expanding on programs. Ms. Phillips said that when looking at the overall budget - and how this department shared in the overall goal of cutting \$100,000 - it seemed to her that the Library had made a far greater contribution to the savings than others. She felt that the \$16,000 that the Board of Selectmen cut was - in comparison to the benefits to the community the Library offered - foolish. Mr. Shagoury asked if the current set of programs would stay in place with the budget proposed by the Library Trustees and learned it would. Mr. Meyer spoke to the difficulty the Tuftonboro Library had in attracting applicants for a part time Director’s position (only one). Mr. Jones spoke to original request of \$136,548 from Library and current request of \$121,758 and, agreed with Ms. Phillips, that the Library had exceeded the budgetary reduction requirements that the Budget Committee had put forth. Ms. Orlowicz asked about the tasks of the director given the Library was open for 34 hours while the position was 40 hours. Chairman Curry read various segments of an email from the former Director which spoke to the tasks being performed by – and the need for – a full-time Director. ITA Terenzini spoke to the fact that the total hours being budgeted were essentially the same whether the Library used a full-time person or a combination of part-time. He continued on to say that while there certainly could be a debate of the effectiveness of full-time versus part-time staffing models, that to say that hours would be lost was simply not correct. There was a discussion as to the need to include Disability Insurance (\$400 Line #215) and whether or not longevity (Line 290) needed to be funded. With the addition of \$400 for Disability Insurance and the reduction of \$1 not needed for Longevity; **Mr. Shagoury moved to approve the budget at \$122,157. Ms. Phillips seconds. Motion passes 6-1-0.** Mr. Bonnano opposed saying he found the BoS’s budget reasonable and liked their lower proposed budget number. BoS Chair Bickford spoke to the fact that cutting all departments equally had never been seriously discussed as some simply could not take cuts and in some cases (# of elections) the budgets had to go up. Chairman Curry said that the ITA had pointed out, early on and rightly so, that some departments would have nothing they could contribute to the goal of cutting \$100,000. There was a discussion of where the overall budget was to date in comparison to the goal and the ITA said a rough estimate would be \$150,000+/-/

Account #4220 – Fire Department: Chief Peter Varney was present. The Chief made a presentation on the various line items. There was a discussion of whether or not the administrative line (Line 110) couldn’t include the secretarial line (Line 306), and it was learned it could in a future year account re-organization. A question was asked if the dispatch fee was staying flat and if there was a potential for it to go up. Chief Varney said he feels comfortable with it. A question was asked as to why the phone line (line 341) was up and it was learned it was to pay the monthly stipend to the Dept. Head. The Chief said he doesn’t need it and the ITA spoke to the need of budgets to reflect this

policy now being worked out across the board. The Chair asked about cutting the line to \$1,500 (down \$300) and the Chief was agreeable. Mr. Shagoury asked about the low YTD expenditures on Radio/Equipment Maintenance (Line 361) and learned this was spent late in the year as a safety valve of there were over-runs elsewhere. It was also learned that four new pagers and a number of replacement batteries were recently purchased. There was a discussion of the fuel YTD and it was learned that the fire command vehicle was also being used for the Building Inspector's duties. There was a discussion of charging this usage to the other department and the Chief was to look at an itemized expenditure report to see if there was a possible incorrect charging to the account. There followed a discussion of compensation (Line 190) and how a change in the number of "runs" can change it as can the number of people showing up to training and the certifications they possess. The Chair asks the Chief to report on the training accomplished (number of people, number of sessions held and the like) with the 4th Quarter budget report. During the discussion of low YTD expenditure rates on Equipment (Line 710) and Equipment Maintenance (Line 630) it was learned there had been recent purchases made to upgrade a number of the air packs. The Chief stated that he needed to address a significant Firefighter life safety issue having to do with air packs and this would occur over a number of years. In reviewing the vehicle maintenance line it was discussed how this included an estimate of regular service needs, known items needing to be addressed (i.e. ladder truck tires) and then average costs for maintenance of vehicles of this type. It was also discussed that estimates did not cover so-called "wild card" high cost events. **Mr. Bonnano moved to approve the Fire Department budget at the adjusted \$218,980. Mr. Jones seconds. Motion passes 7-0-0.**

Account #4290 – Emergency Management: Peter Varney, EMD Director was present. A brief discussion ensued over the EMD responsibilities being moved to the incoming Police Chief. Mr. Shagoury and Mr. Swenson both point out that line 20-115 should be \$1 which makes the total \$802. **Ms. Phillips moved to approve the budget of \$802. Mr. Jones seconds. Motion passes 7-0-0.**

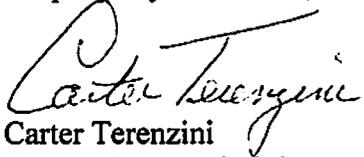
Account #4240 – Building Inspector: Peter Varney, Building Inspector/CEO was present. A question was asked about why the position of Deputy Inspector was being funded. The ITA spoke to the need to have a properly certified person do the inspections of gas piping be available if the Inspector was on vacation or other leave. A question was asked about why the position of Clerk was being funded. Mr. Varney spoke to his use of the Clerk and the ITA spoke of how Ms. Zuzgo's 30 hours had been distributed across assessing, building and welfare (22/4/4 respectively). **Mr. Bonnano moved to approve the budget at \$30,360. Mr. Jones seconds. Motion passes 7-0-0.**

Account #4411 – Health Officer: Peter Varney, Health Office as present. Mr. Swenson noted that water testing (Line 664) should be \$750 which brings the total to \$2,601. After a discussion of water testing and advertising requirements whenever a test fails, **Ms. Phillips moved to approve the budget at \$2,601, seconded by Mr. Shagoury. Motion passes 7-0-0.**

Mr. Bonnano moved to adjourn. Ms. Phillips seconds. Motion passes 7-0-0.

Meeting adjourned at 9:48pm.

Respectfully Submitted,

A handwritten signature in cursive script, appearing to read "Carter Terenzini". The signature is written in black ink and is positioned above the printed name.

Carter Terenzini
Interim Town Administrator

These minutes were approved December 9, 2015.