

## **DRAFT MINUTES**

### **Budget Recommendations Committee Minutes**

**July 20, 2011**

Place: Nowak Room, Town Offices

Time: 6:00 p.m.

Present: Chairman Don Brabant, Mark Leighton, Bob Kelly, Don Woodward, Allen Corey, Dan Chartrand, Corey Stevens, Harry Thayer.

Absent: Carol Aten

Staff: Town Manager Dean, Finance Director Ravell, Fire Chief Comeau, Police Chief Kane, DPW Director Perry, Parks/Recreation Director Favreau

Others: Bobby Aldrich, Don Clement, Frank Ferraro

Chairman Brabant opened the meeting and outlined the purpose – to review 6 month year to date revenues and expenditures for the Town, to hear from the major departments on the agenda regarding issues and trends in the FY11 budget, and then to hear from the Town Manager on any issues he would like to present.

Fire Chief Comeau reviewed the Fire budget year to date. Overtime is trending well at 40% spent. The new apparatus and equipment is functioning well. The bigger maintenance issues involve the ladder which is older and becoming more expensive to maintain. The EMS operation was discussed. The Chief indicated he would like to see the revolving fund implemented. The Town Manager stated there needed to be agreement on what expenses come out of the fund. EMS revenues were discussed including the effort to enhance those revenues by outsourcing the billing to an agency specialized in this area. Preliminary estimates indicate another 50,000 to 60,000 in EMS revenue could be brought in if this were done. The reason the EMS budget looks the way it does is due to no full time firefighter wages charged against the account, even though they are manning the ambulance. In reality the service does not quite pay for itself. This is consistent with other Towns that are part of regional EMS service providers.

Police Chief Kane reviewed the year to date Police budget. The downshift in retirement is going to cause a major problem in 2012 unless resolved.

DPW Director Jennifer Perry reviewed the YTD expenses on the DPW budget.

Parks and Recreation Director Mike Favreau spoke about the Parks/Recreation year to date budget and the revolving fund.

The Town Manager spoke about budget priorities and issues for 2012. These included fire and police retirement downshifting, best allocation of personnel to support missions such as economic development, implementing the capital improvement program and educating the public, regionalization issues such as working with Stratham on water and sewer. The Town Manager also spoke about the inflationary effects over the last several years of core expenses such as electricity, natural gas, fuel, and other items impacted by oil including paving costs and other contracted services requiring gasoline.

The committee reviewed their schedule and it was determined that August 24<sup>th</sup> would be the next meeting, where they would meet with more departments and review the revenues and expenses year to date through July 31<sup>st</sup>.

Mr. Woodward moved to adjourn seconded by Mr. Leighton. Meeting stood adjourned.

Respectfully submitted,

Russell Dean  
Town Manager