

DRAFT MINUTES

Budget Recommendations Committee November 20, 2012

Present: Chairman Corey Stevens, Vice-Chair Harry Thayer, Mark Leighton, Carol Aten, Don Woodward, Bob Kelly, Bob Wentworth, Rob Corson, Allan Corey, Financial Director Doreen Ravell, Selectman Don Clement, Selectman Frank Ferraro, Selectman Dan Chartrand, Town Manager Russell Dean.

The meeting was called to order by Chairman Stevens at 6:00 p.m.

CHAMBER OF COMMERCE – Michael Schidlovsky, President

Mr. Schidlovsky provided the Committee with a Cost Summary for the Holiday Open House including Town lighting and decorations, Santa event and the Festival of Trees.

Mr. Schidlovsky explained that the requested \$6K increase for this the holiday events would cover the cost of bulb and strand replacements, and electrical repair. This maintenance has been deferred for many years. If this work is done, the budget request next year will likely be less. Also, the lights replacement will probably be good for three years and the electrical work for seven years. Mr. Schidlovsky said several of the strands of incandescent lighting need to be replaced with LED bulbs. He also stated that the Chamber has used their funds for replacements so this request id for next year so that this traditional yearly event can continue Mr. Schidlovsky said that underwriting for this event started just last year but not all of it is financial because, for example, Churchill's donations of decoration and the use of trucks to put up the lighting.

Mr. Corey asked if the Town needed to put on this event. He suggested that the downtown retailers handle the event because they benefit from it with the amount of people who attend. Mr. Corson said that those retailers are also tax-payers.

Mr. Stevens and Selectman Clement expressed the importance of this event. Typically, 2,000-3,000 attend for this family event which brings enjoyment during the holiday season.

Mr. Corson moved to approve the \$6K Chamber request, Mr. Wentworth seconded, Mr. Thayer voted no. However, Ms. Aten a vote was not possible because the budget presentation was incomplete in that it does not show any revenue. Mr. Kelly expressed that the Committee can't micro-manage the Chamber budget and that he agrees that this event should continue. However, he thinks the request of \$6K is too much and a lower amount could be requested.

Mr. Thayer moved that the Budget Recommendation Committee approve \$5,000.00 for the Chamber of Commerce Holiday Open House events. Mr. Woodward seconded, one opposed, motion carried.

Mr. Thayer moved to approve \$11,350 for other Arts & Culture, Wentworth seconded, motion carried.

WATER – ADMINISTRATION

After a brief discussion about the proposed change of one FT position to two PT positions, this topic was tabled until the Budget Recommendation Committee Wrap-up meeting on December 4th. Prior to that meeting, all the relevant figures (i.e., comparison of benefits between the 2 options) will be updated and provided for review.

BUDGETED LEASES & VEHICLES

Mr. Thayer moved that the Budget Recommendation Committee approve the patrol motorcycle and Engine 2 and 3 leases at \$121,932.00, Ms. Aten seconded, motion carried.

Mr. Thayer moved that the Budget Recommendation Committee approve the vehicles budget at \$304,898.00, Ms. Aten seconded, motion carried.

Mr. Dean noted that, for the 2 motions above, all are cash purchases with the exception of the motorcycle lease.

Mr. Woodward moved that the Budget Recommendation Committee approve \$21,532.00 from water and sewer Capital Outlay to replace the Water & Sewer multi-purpose response truck, Mr. Thayer seconded, motion carried.

FIRE DEPARTMENT

Sub-station

Fire Chief Comeau provided information on the benefits of a new sub-station. The primary benefit would be shorter response time. Currently higher response times are caused by a congested downtown area, 2 school zones, trains and distance. The Town has already purchased the land for the proposed station on Continental Drive. The proposed timeline for the station is send to voters in 2013 and if approved, the building opens 2014/2015 with 4 additional staff via a Federal Safer grant.

Mr. Wentworth asked about potential population growth in Exeter. Mr. Dean said population hasn't increased but the demographics of the Town have changed. This change requires not just fire prevention but also EMS services, ambulance, etc. Also, the current fire station was built in 1979.

Mr. Corson asked about the state of the current fire station and what will happen with it once the new station is complete. He stated that this was not a comprehensive plan in that it did not address possible repairs to the current station.

Mr. Thayer moved that the proposed Fire Department sub-station project be a warrant article, Mr. Woodward seconded, Mr. Corson opposed, motion carried.

Ladder 1

Chief Comeau said the actual cost is not yet available because it is out to bid but it is estimated to be approximately \$880K. Mr. Dean noted that the Board of Selectmen need to post a warrant article by the 4th Monday in January.

Mr. Corson asked if the used market had been investigated. Chief Comeau said yes but those trucks usually need some work as they were used in larger cities. Also the used vehicles come without warranty.

Mr. Thayer moved that the lease purchase of Ladder 1 truck be a warrant article, Mr. Corey seconded, motion carried.

SUPPLEMENTAL PAVING

Mr. Kelly moved that the Budget Recommendation Committee approve \$250K for supplemental paving, Mr. Thayer, motion carried.

DPW - LINDEN & COURT STREETS CULVERTS DESIGN

Jennifer Perry, DPW Director, provided an update on the culverts:

- “Bridges” of culverts – both are in poor condition and need to be replaced
- Looking at design alternatives in 2013
- Physical replacement of the Linden Street culvert in 2014
- Physical replacement of the Court Street culvert in 2015

Mr. Thayer moved that \$150K for culverts design be a warrant article, Mr. Woodward seconded, motion carried.

DPW - PORTSMOUTH AVE. WATER & SEWER PROJECT

Director Perry reviewed the scope of the work to be done on Portsmouth Ave. She reported that there are collapsed sections of the sewer lines and are in very poor condition. Phase 1 (over 2 years) of this project includes \$940K for sewer improvement and \$180K for water service repairs totaling \$1,120,000.00. Phase 2 includes road improvement in 2014 budgeted at \$2.67M.

Mr. Kelly moved that \$1,120,000.00 for the Portsmouth Ave. Water & Sewer project be a bond article, Mr. Woodward seconded, motion carried.

DPW - WATER & SEWER VACTOR TRUCK

Mike Jeffers said the vendor had provided new figures for this replacement of the 8 year old vehicle currently in use: \$389,753.00. The lease purchase of this truck had previously been recommended by the W&S sub-committee.

Mr. Woodward moved that the lease purchase of the Vactor truck at \$389,753.00 be a warrant article, Mr. Thayer seconded, motion carried.

RAYNES FARM IMPROVEMENTS

Mr. Clement is the Selectman representative on Conservation Committee. He stated that the barn roof is over 40 years old and sustained heavy wind storm damage. The requested \$30K is to replace the entire roof. Mr. Wentworth said he had toured the barn, examined the leakage damage to the roof and stated that it was just a matter of time before the barn would be destroyed by the roof leakage. Mr. Corson asked about the long-term plans for the barn. Mr. Clement said the plan is to preserve this 150 year old structure and open it to the public and also continue the agricultural use of the grounds.

Mr. Corson moved that the Budget Recommendation Committee approve \$30K to replace the Raynes Farm barn roof, Mr. Wentworth seconded, motion carried.

WATER & SEWER

Mr. Kelly moved that the Budget Recommendation Committee approve the Water Administration budget at \$343,168.00, Mr. Thayer seconded, motion carried.

Mr. Kelly moved that the Budget Recommendation Committee approve the Water Billing & Collection budget at \$94,572.00, Mr. Leighton seconded, motion carried.

Mr. Kelly moved that the Budget Recommendation Committee approve the total Water Fund budget at \$2,320,286.00, Mr. Thayer seconded, motion carried.

Mr. Kelly moved that the Budget Recommendation Committee approve the Sewer Administration budget at \$490,038.00, Mr. Wentworth seconded, motion carried.

Mr. Kelly moved that the Budget Recommendation Committee approve the Sewer Billing & Collection budget at \$94,572.00, Mr. Thayer seconded, motion carried.

Mr. Thayer moved that the Budget Recommendation Committee approve the total Sewer Fund budget at \$2,362,442.00, Ms. Aten seconded, motion carried.

GENERAL FUND

Mr. Woodward moved that the Budget Recommendation Committee approve the total General Fund budget at \$16,632,513.00, Mr. Thayer seconded, motion carried.

TOTAL OF ALL FUNDS

Mr. Thayer moved that the Budget Recommendation Committee approve the total of all funds at \$21,315,241.00, Ms. Aten seconded, motion carried.

Mr. Kelly thanked Ms. Aten for her 10 years of service on the Budget Recommendations Committee.

Mr. Wentworth clarified the use of the term "CIP" which should more specifically refer to major improvements and not repair, replacement or maintenance.

Mr. Woodward moved to adjourn, Mr. Kelly seconded. Roll call: unanimous. The committee stood adjourned at 9:10 p.m.

Respectfully submitted,

Chris deZarn-O'Hare
Recording Secretary