

Budget Recommendations Committee

October 29, 2014

Final Minutes

Call Meeting to Order

Chairman Corey Stevens called the meeting to order at 6:34 pm in the Nowak Room of the Exeter Town Offices Building on Wednesday October 29, 2014. Chairman Stevens stated that the committee had met last week but held off on approving certain numbers but that they will be approving department totals at this meeting. Other members present were Allan Corey, Nelson Lourenco, Bob Kelly, Francine Hall, Vice Chairman Harry Thayer, Don Woodward, Robert Wentworth, Stephanie Canty, Judy Rowan, Dr. Anthony Zwaan, Peter Lennon, and Phil Johnson. From the town were Russ Dean, Town Manager, Doreen Ravell, Finance Director. Also there were Selectman Don Clement, Selectwoman Nancy Belanger, BOS Chair Julie Gilman, Anne Surman, Clerk, and BOS vice Chair Dan Chartrand.

Chairman Stevens went over the process, and stated that there are two goals, first that they find out from the Board of Select and see what ideas they have to setting the budgets and get a feel of what they want the new budget to be. The second goal is to go through the work from last week and if there are no changes then the committee will approve those lines from last week as well as have the Board of Select and Town Manager Dean to approve.

Town Manager

Mr. Russ Dean, Town Manager spoke about the health care numbers and said that the overall decrease was 5.4%. Mr. Dean said that the news was great and also had a great number for dental insurance as well. Mr. Dean stated that health insurance is a hard number to budget.

Questions

BOS vice chair Chartrand said that the health insurance reductions are huge benefit and great news for the town. Selectman Don Clement said that what they need is a default budget and that would give a benchmark. He also said that is great news that healthcare cost went down but they do not have the utility cost in and that would impact it. Chairman Stevens asked whether they know the default and where do we want to be. Mr. Dean addressed the issues.

Chairman Stevens reiterated whether they are talking about an increase and what percentage increase. Dr. Zwaan stated that he was hoping to hear a real discussion on what the base line number was for the 14 fiscal budget numbers. Chairman Stevens said he is happy to have conversation with committee and asks what people think to take out the 53rd payroll and Vice Chair Harry Thayer said he thinks they should and he would support that as well as Ms. Hall would support it. Mr. Wentworth

stated that in regard to the 52 or 53 week is not unusual but you set a pattern and set the salary to match the cost and that they are letting the accounting process get in the way of the budget process.

Chairman Stevens said that they are deciding what level of increase over last year, and it feels that they are increasing the budget over a number that was increased over last year. Ms. Hall said that they need to look at the budget to see what items are not ongoing. Mr. Lennon said that due to the fact that there is a 52 pay period in the new year, it does not make a difference to the public as they need to know that what is done in 2015 is done due to issues in 2014. Discussion ensues.

Mr. Woodward said that due to debt services, the bills are going to increase and wants to let everyone know that it will go up due to the fact that they are committed to paying bills.

Vice Chair Thayer asked whether or not to take the 2% out and that they are not changing the figure just how they are looking at it. Mr. Kelly said that he would agree that it is an expense item however last year it was brought up that it was going to be a 53 pay week, and he thinks it is disingenuous to have that in there and that it should be taken out to keep everything at the same base line.

BOS Chair Gilman said that the discussion about the 53rd payroll is sounding like semantics but it is a line item and that she is leaning away from taking that number out. Mr. Corey asked whether or not the salary and wages would be normalized, and how they arrived at the salary and wages.

Mr. Dean answered and said that the budget was built on 2015 pay periods; the issue is that he wants to let people know that they did not roll a 53 pay week, it was a blip in the year, it is a onetime impact. Mr. Johnson said that it seems to him a default budget, which is a 2014 budget, now they see the need to modify the default budget due to the fact that they do not have two of the same pay periods and that they will adjust. Chairman Chartrand says that they are talking about what 2015 fiscal year budget number will be. Mr. Dean said that he would like to reiterate, that the default budget will not have a 53 payroll. BOS Selectman Clement states that if they should leave the 2014 budget be and that they should come to a compound decision of 2015.

Chairman Stevens asked for more from the board. Chartrand said he is not ok with it. The BOS Chair Gilman said that she is kind of agreeing with Mr. Chartrand. Ann Surman said that each department needs to say what they have to have, and the 2% is a great percent, but it is about people in departments choosing what they want verses what they need. BOS Belanger stated that she came in late and that she wants to wait on answering. BOS Selectman Clement said that they have gone through the budget process but he is reluctant to lock in tonight due to the fact that the utility cost is not in. He is comfortable with a 2% increase but he needs to see all the factors, wants to stay between 2 and 3 percent. Mr. Corey said that he agrees with Ms. Surman and that there will be changes in the future, but that he feels like it is necessary to find out what is needed first. BOS Chair Gilman said that they have to do the must have and look at what is needed but there is no number goal in that. Vice Chair Thayer said that in response to Ms. Surman that they have gone through the departments.

BOS budget: represented by Chair Gilman. Spoke on the reducing of the new line from \$3000 to \$1000, and that the subcommittee supports the replacement of damaged signs and feels like \$3000 is too much. Discussion ensues regarding replacing of the Town Office sign.

Motion made to change the line based on what was heard, made by Vice Chair Thayer to reduce the line to \$1000, seconded by Mr. Woodward. Opposed by many, and the motion failed, the line remains the same.

Line #8050- Special Expense- they recommend reducing the line from \$3300 to \$3000. Mr. Dean said that they can stay with the level.

Motion to level fund made by Mr. Woodward and seconded by Vice Chair Thayer. All in favor- motion carried

Line item #4310 no opinion

Office equipment – Mr. Dean explains in regard to the increase is the copy machine and postage machine.

Travel- Mr. Dean states that he did not go to conference on the in terms of expense lines, with the budget last year he made the decision not to go, comment that he is unclear how it plays out. Discussion ensues. Chairman Steven said that subcommittee is recommending no overnight travel, but there were making a statement on the budget they were looking at, but now is seven days later with new numbers. Mr. Dean said that his concern is not pitting departments against each other

Motion made by Mr. Woodward to approve the number \$213,742 for Town Manager's budget, Thayer seconded it. All in favor except Opposed by Mr. Lourenco. Motion carried.

Human Resources

Mr. Kelly made motion to move the budget line # 5810 and Mr. Wentworth seconded, all in favor motion carried.

Transportation

BOS Chairwoman Gilman- discusses about Coast, recommends to put off discussion until they know new information.

Legal

No budget change.

Vice Chair Thayer motioned to move the budget and Ms. Rowan seconded all in favor- motion carried.

IT

Line #5680- Computer Software changed to \$12,000 was approved last week. Line# 5704 changed to \$12,900. Line 7000 changed to \$6,550, the total is\$ 172, 552. Mr. Kelly moved the amount to discussion and Vice Chair Thayer seconded it. All in favor- motion carried.

Trustee of Trust Funds

No change, \$ 891 with taxes. Vice Chair Thayer moved, and Mr. Hall seconded, all in favor- motion carried.

Town Moderator

No budget changes. Vice Chair Thayer moved, Dr. Zwaan seconded motion. All in favor- motion carried.

Town clerk

Line item #4310 for office equipment went from \$850 to \$500. Line #5005 computer supplies went from \$1,500 to \$1,200. Total is \$310,853. Vice Chair Thayer moved, and Dr. Zwaan seconded the changes. All if favor-motion carried.

Elections

Line # 1210 Wages Temp- Reduce line from \$4500 to \$3500. Line #5000, went from \$600 to \$500. Line # 5010 Postage went from \$1100 to \$600. Line # 5400 Advertising went from \$500 to \$200. Line # 5661 Voting Machine went from \$1000 to \$700. Note made that the total is \$9868.

General government

Cannot be moved on until transportation.

Finance

No changes recommended. Total is \$272,726. Moved by Mr. Woodward, seconded by Vice Chair Thayer. All in favor- motion carried.

Tax

Tax and supplies line # 5000 went to \$1700. Tax deeded property line #5471 went up to \$3500. Total \$93,044. Motion by Mr. Woodward, seconded by Ms. Rowan- all in favor- motion carried.

Assessing

Line #5000 for supplies to increasing from \$1500 to \$1800. Line #5010 Postage to \$6000. Request today for travel reimbursement for \$1500 due to some temps. Mr. Dean suggested amending it to \$500. Mr. Kelly said that unless there is a calculation he would support Mr. Dean's suggestion. Mr. Dean explained that there will be one person who uses their own vehicle. Vice Chair Thayer moved to

raise figure and Mr. Kelly seconded. Motion to approve whole budget, all in favor- motion carried. New assessing total is \$202,666. Vice Chair Thayer moved and Mr. Woodward seconded. All in favor- motion carried.

Finance total to be approved \$579855 made by Mr. Wentworth and seconded by Vice Chair Thayer. All in favor-motion carried.

Planning

One change for line #5681 to \$19,600 for GSI software. New total \$246,524, Vice Chair Thayer moved the total and Dr. Zwaan seconded, all in favor- motion carried.

Building Inspection and code enforcement

No change. Total is \$222,662. Motion made by Mr. Wentworth and seconded by Mr. Woodward. All in favor- motion carried.

Board of Adjustment

Motion was had Changes had been made.

Historic District Commission

Changes were made. Dr. Zwaan made motion for changes and Vice Chair Thayer seconded, all in favor- motion carried.

Conservation Commission

Vice Chair Thayer made motion to move the \$10,057 and Mr. Woodward seconded, all in favor-motion carried.

Heritage Commission

Total so far \$486,918 Mr. Woodward moved and Vice Chair Thayer seconded all in favor- motion carried.

Economic Development

Discussion ensues regards the idea of interns, paid or not.

Motion on the line #1200 made by Mr. Woodward to reduce \$ 6,260 to \$ 2,260, seconded by Dr. Zwaan. Mr. Corey speaks against the motion, 6 opposed 5 pro, motion stands. New total is \$ 125,862 moved by Vice chair Thayer, seconded by Mr. Woodward, 8 approved, motion approved.

Skip public safety- will get to it on November 5.

Welfare

One change line # 5703 to \$27,500. Moved by Mr. Johnson and seconded by Dr. Zwaan all in favor- motion carried.

Skip parks and rec

Vice Chair Thayer moved under culture and seconded by Dr. Zwaan.

Mr. Corey made motion to eliminate Christmas parade to 0. No one seconded motion. Mr. Corey made motion for Christmas lights to 0 – no one seconded it.

Swasey parkway Vice chair Thayer moved and Mr. Kelly seconded all in favor- motion carried.

Library

Mr. Johnson moved to approve it and Ms. Rowan second. All in favor- motion carried.

Debt Service

Thayer moved and Mr. Woodward seconded, questions ensued. Motion to open line back up made by Mr. Kelly and seconded by Mr. Woodward. Mr. Kelly made motion to change line to \$1 Mr. Johnson seconded, all in favor- motion carried.

Miscellaneous approved by Dr. Zwaan and seconded by Vice Chair Thayer- all approved- motion carried.

Benefit and taxes

Mr. Wentworth moved the total and seconded by Ms. Hall- all in favor- motion carried.

Total general fund now is \$17,403,527 cut of 26,731 from original proposed budget.

Motion to close meeting by Mr. Woodward and seconded by Mr. Wentworth- all in favor- motion carried.

Next meeting is the 5th of November.

Meeting ended at 9:50pm.

Respectfully Submitted,

Brigitte Nelcoski
Recording Secretary