

Budget Recommendation Committee

November 12, 2014

Final Minutes

Call Meeting to Order

Chairman Corey Stevens called the meeting to order at 6:30pm in the Nowak Room of the Exeter Town Offices Building on Wednesday November 12, 2014. Other members present were: Allan Corey, Vice Chair Harry Thayer, Stephanie Canty, Fran Hall, Don Woodward, Bob Wentworth, Dr. Anthony Zwaan, Peter Lennon, Judy Rowan, Bill Campbell, Nelson Lourenco, and Phil Johnson. From the town was Russ Dean, Town Manager, and Doreen Ravell, Finance Director. Also there were Selectman Don Clement, vice- chair Dan Chartrand, Anne Surman, clerk, and BOS Chair Julie Gilman.

Reviewing and continuing on with the review of departmental budget and Social Services. The Committee will start with Park and Rec and then go on to Social Service.

Parks and Rec

Mike Favreau Director of Parks and Rec gave an overview of the department. He spoke on the lines that were moved from the revolving fund to the operation budget. Dues and software were removed from the revolving fund. Line item #s 5450 and 5740 are the two big increases in the Rec, in the Parks budget is the line item #4110- Water and Sewer bills.

Questions

Chairman Stevens asked about the need to take things out of the revolving and put into the budget, what is trying to be achieved. Mr. Favreau said also that this year it looks like they will be in the positive but next year they will be less as they need to paint the pool. Chairman Stevens said that Parks and Rec always does a great job. Mr. Favreau said that they usually spend the money in the spring and the fall as they are busy in the summer with the programs.

Says that his projection of his budget is about \$52,000 and that what they have for 2016 is the tennis courts.

Vice chair Thayer asked about the impact fees. Mr. Favreau said that they did not have one this year. Ms. Ravell explained about impact fees and how it goes into separate bank accounts to be held for certain projects. Vice chair Thayer asked for the amount and Mr. Dean answered stating it is \$23,225 in the impact fee and the cash report is \$18,185 as of this year.

Ms. Hall asked about raising fees and Mr. Favreau said that they did and the pool revenue went up. Mr. Favreau said that it is difficult to project in October, and also with the pool needing maintenance, stated that it is hard to make accurate projections. Mr. Lennon said that if they have to

deal with certain set of numbers, even though they are not real numbers, then they are at a disadvantage. Mr. Favreau answered and said that this is a snap shot, because there are so many items that are hard to project.

Vice Chair Thayer asked about the upcoming facility study. Mr. Favreau said that this study will be used to update the master plan and that it is contracted out to UNH.

Mr. Campbell stated that the 3141 as the projected revenue surplus will change and goes down, to what number for 2014. Mr. Favreau answered and said that they will have \$19,000 surplus for 2014.

Chairman Stevens asked if there is some way to find out how much comes in to the general fund. Mr. Favreau said that the projection is about \$52,000 total account balance at the end of 2015. Chairman Stevens asked if they need to bring all the accounts into the general account.

Mr. Johnson said that it looks like they are missing some data. Chairman Stevens answered his question and stated that it is confusing and whether or not they need to pull in other accounts.

Dr. Zwaan said that he is trying to absorb the numbers and that now the number still leaves \$52,000 then on the actual proposed budget line item 4110- pool water and why it cannot remain in the revolving budget. Mr. Favreau said that they can take the projected \$52,000 and subtract what is put in as well as the tennis courts, a bad summer; in case there are other needs that come up.

Mr. Campbell asked in regard to conferences and the jump to \$7,000 for next year. Mr. Favreau agreed that it could be lower. Mr. Campbell said that he believes Mr. Favreau does a fine job with the revolving budget.

Mr. Wentworth said that one thing that is missing is the report from the subcommittee so that it would be laid out for everyone to hear. Chairman Stevens said that they did not give the Parks and Rec the time to look over the budget.

Vice Chair Thayer asked about the software and whether it could be paid by the impact fund. Mr. Favreau said the numbers are normal and that the software is an annual contracted service. Ms. Ravell said that it varies and they are more on par with the Town clerk's software.

Ms. Surman agreed with Mr. Wentworth in regard to having a report to be read, and also that the software maintenance should stay. Ms. Surman has a question in regard to the concerts, and that she believes that there should be a definition to what the revolving fund is. She also stated that the concert should not be in the revolving fund, as that is for capital improvements, but it should have its own line item.

Mr. Favreau said that the concerts are under special events, but it is in the budget. Also, that he should have been clearer as this is a snap shot as some are not up to date.

Mr. Dean said that there is a RSA about the revolving fund. Selectman Clement agreed with Ms. Surman about the concerts. Ms. Hall said that things such as concerts should be treated the same

way as other departments. Mr. Favreau said that over time started moving some of the special events and a how a rainy summer can highly impact the revenue.

Mr. Campbell asked if we should have line item under concerts than in culture and rec. Vice chair Thayer agreed with Mr. Campbell.

Motion made by Mr. Campbell to create Line item #0804-8606 OC- Concerts to put \$9,000 figure under it. Ms. Canty seconded it. All in favor- motion carried.

Motion made by Vice Chair Thayer to open line back up and to move the figure \$20,350 and seconded by Mr. Campbell. All in favor- motion carried.

Motion to take line # 5740 and line #4110 and zero them out so that they get picked up in the revolving fund made by Vice chair Thayer ,seconded by Dr. Zwaan- opposed by Mr. Campbell and Ms. Canty- motion carried.

Mr. Dean answered question in regard to impact fees made by Dr. Zwaan and that if the revolving fund can pick it up it would be better for the general fund. Dr. Zwaan stated that he hopes that someone is keeping track of the money in the impact fees and also in regard to conferences. Mr. Favreau answered and said that at least from 2012 it has been there. Vice chair Thayer requested an historical review of recreation impact revenues and expenses would be helpful.

Mr. Lourenco stated that it is important to establish a definition as to what is the revolving fund. Mr. Dean states that in the RSA it states that it promotes leisure activities, but it does not have restrictions set up, it is fairly general.

New Recreation total is \$282,210 moved by Vice chair Thayer seconded by Mr. Lennon all in favor- motion carried.

Parks total is \$169,411 motion made by Vice chair Thayer to move and seconded by Mr. Woodward, all in favor- motion carried.

Total Parks and Rec is \$451,621 moved by Vice chair Thayer and seconded by Mr. Woodward all in favor-motion carried

Social Services

Mr. Woodward who is chair of subcommittee will lead discussion. Mr. Woodward looked at all the applications and that their feeling is that the reason he asked the four agencies to come is because they asked for increases. The first agency is New Heights, line item # 9040..

Ms. Tracey Tucker, executor developer on New Heights gave background on New Heights, and that they have merged with New Outlook as they had similar services and that they work on program expansion. They have four major areas, stem programming, adventure, art and culture programming as well as a summer program and specialty workshops. Now that they merged they have more offices and

they are asking the same amount that New Outlook asked for last year, just with their new name. They are asking funding for program expansion and scholarship, and In the Know speaker series.

Questions

Vice Chair Thayer stated that they did indeed ask for increase.

Chairman Stevens asked Mr. Woodward if he would like to talk about the spreadsheet and how it relates to New Heights. The Total Revenue of \$979,700 relates as it is 30 percent Exeter residents.

Vice Chair Thayer asked who they service. Ms. Tucker said all of SAU 16 district. He also asked for a ball park of the Exeter facility cost. Ms. Tucker said that she can forward it to him, she would not feel comfortable to give an estimate, but she thinks it is more than 30 percent.

Mr. Corey asked about the registration has large number of programs that charge fees, and where the contributions come from. Ms Tucker said individual and corporate. Mr. Corey asked the net fun balance. Ms. Tucker said last year it was \$25,000.

Mr. Lennon asked what additional programs will be paid with the additional money. Ms. Tucker answered that due to the merge and the increasing number of scholarships provided to Exeter residents affects the chosen programs.

Mr. Campbell said it is hard to judge the amount, looking at the revenue list the \$980 does not seem to register at all, looking at other towns that five, and then the \$9,900 is what is given by the towns, so therefore \$4,000 is not unreasonable.

Vice Chair Thayer asked how many are served in Portsmouth. Ms. Tucker guessed that they will see nearly 700 kids, so 50 percent is Portsmouth. Ms. Tucker said that Exeter has the greatest pull of kids. Vice Chair Thayer asked if Greenland and Rye contribute to Portsmouth. Ms. Tucker said no, due to lack of children from those areas.

BOS Vice Chair Chartrand spoke on New Outlook being ready to shut the door due to staff instability and he thinks that the New Heights program fill a need.

Chairman Stevens asked if all the agencies are clear on the separate warrants. Mr. Dean answered and said that in the past they have done it this way and that the plan is still fluid. Chairman Stevens thanked them.

Court Appointed Special Advocates (CASA) represented by Patrice Baker, who spoke on what they do as advocates for abused and neglected children and gave an overview.

Questions

Mr. Lourenco asked what a guardian ad litem is, and Ms. Baker answered and gave a definition.

Chairman Stevens asked about the 1 percent being Exeter residents that were served. Dr. Zwaan asked if that was state wide. Ms. Baker said that 1,038 children were served last year.

Mr. Corey asked about volunteers and whether they get reimbursement, as well as other itemized expenses that make up the budget, and that he believes it is a second line of defense for some children.

Ms. Hall agreed with Mr. Corey and said that it is a worthy cause.

Chairman Stevens thanked Ms. Baker.

Ms. Meg Connelly gave an overview on New Generation and all the services they give. Their budget is looking at a deficit of \$10,000.

Questions

Chairman Stevens asked what other communities they deal with. Ms. Connelly said that they serve any around the area, as some are transients and that there are expanded aftercare agencies deal with Exeter agencies as well.

Vice Chair Thayer said that there is no way to find the number of Exeter residents. Ms. Connelly said that due to victims of domestic violence, they do not pry into the past of the victims.

Ms. Connelly said the funds are for the aftercare services, the meeting with the case managers, parenting education courses, plus more that they need to be trained to cope afterward to become successful. Vice Chair Thayer asked if they are asking the other communities for 400 percent increase. Ms. Connelly stated they were.

Mr. Lourenco verified that they are minus \$10,000 so they are asking all the communities for it, and Ms. Connelly stated that they are asking more from all the communities.

Chairman Stevens asked the total revenue. Mr. Lennon asked regarding the expansion of the after care in regard to more people or more staff members. Ms. Connelly said it will be a case manager put into a full time position.

Ms. Canty asked why they did not have the golf tournament and do they do other fundraisers. Ms. Connelly said that they had plans for another fundraiser planned, but they scrapped it, but they do have other fundraisers in the works. Ms. Canty asked if they have a volunteer base to help. Ms. Connelly said that they have awesome volunteers that help out.

Mr. Corey asked what other agencies do similar work. Ms. Connelly said that they are one of a few, as they take in pregnant women. Mr. Corey asked that the agencies that refer them, do they help out financially as well. Ms. Connelly said that they do not receive anything from shelters.

BOS Vice Chair Chartrand said that he appreciates the work done by New Generation but he cannot support the amount requested.

Chairman Stevens thanked Ms. Connelly.

Mr. Woodward introduced Peggy Small-Porter from the Ritchie McFarland Children's Center. Ms. Small-Porter gave an overview of the services they give. She stated that they asked each town for the same amount of money, and that they serve 24 towns in Easter Rockingham County. Ms. Small-Porter stated that 11.67 percent of overall services went to Exeter residents, and that 12.15 percent of overall budget goes to Exeter Services.

Questions

Ms. Hall said that she would like to speak in support of this Program.

Mr. Wentworth thanked Ms. Small-Porter for her concise report and the work she has done.

Mr. Corey has to recuse himself from this vote due to a granddaughter and also his neighbor is a speech therapist there.

Chairman Stevens thanked Ms. Small-Porter.

Chairman Stevens asked in regard to Line 9052 NHSPCA. Mr. Woodward said they are not here. Mr. Dean said that the number is correct for them. Vice Chair Thayer spoke and said that in past years he believes that the Police department supported them. Mr. Dean said in some cases it is true, and that last year they opted out. Mr. Campbell said his understanding that they did not make a conscious decision to quit. Mr. Dean said that he would confirm on Vice Chair Thayer's point with the Police.

Chairman Stevens asked if the subcommittee would like some time to digest or have conversation now. Mr. Campbell said to do it now, and Vice Chair Thayer agreed. Mr. Lourenco said that in regard to the SPCA is there any other information that would be useful. Mr. Woodward answered and stated that they have education program, as well as the number of animals that have been saved and found homes. Mr. Woodward said that in 2013 they requested and were granted \$1400. Vice Chair Thayer stated that the charge for adoptions is high and most of the adoptions are done by Exeter residents.

Chairman Stevens asked about the overall picture of the subcommittee, whether anything popped up, Mr. Woodward answered no. Chairman Stevens said he went down the spreadsheets and does not see anything that sticks out. Mr. Lourenco said that the two additional applications: Crossroads and the Friends program, which is less than 1 percent but they are asking for \$2200. Mr. Woodward spoke on their behalf and said that they service roughly 1200 residents.

Vice Chair Thayer said that they should be concentrating on the increased funding, such as CASA, as the town's people have supported the amounts in there for the past years. Chairman Stevens agreed and that due diligence was a good thing on the part of the subcommittee.

Mr. Corey disagrees as the organizations change year to year and that he believes that they should be looked at every year. Vice Chair Thayer said that it is the job of the subcommittee. Mr. Corey asked about the Great Bay Kids. Mr. Lourenco said that he did not have these questions for the agencies from last year, and when an agency is dealing with 1 percent of the residents they need to scrutinize them.

Chairman Stevens asked if anyone is going to make a recommendation. Mr. Lennon said he would like to verify that the subcommittee did not make any recommendation negative or positive. Mr. Woodward said that they were ready to explain their programs.

Chairman Steven asked what the committee feels about any of the programs.

Ms. Canty spoke on New Generation, Richie McFarland, and New Heights and stated that she did not agree on them and lower or eliminate their request all together. Mr. Lourenco agreed with Ms. Canty and said that the agencies that they called up because red flags were raised. Ms. Canty also said that she would have done the report differently.

Ms. Hall said that one of the issues is that they are looking for the value the programs pertain to Exeter and that in the future to give the people the questions that will be asked so they can address the concerns.

Mr. Lennon asked if last year the town funded the organization last year due to the thought that they were good organizations and served Exeter residents as well as around the town.

Mr. Campbell and Mr. Lourenco said that since the residents choose them, then there was the idea that it was beneficial.

Mr. Lennon said that there are a lot of town items that could be scrubbed rather than fixating on these programs, as these serve positive social benefit. Dr. Zwaan states that he would agree with Mr. Lennon and that all these agencies are vetted by three people. Mr. Dean spoke on it and said that the Welfare director works on it and that he believes that Mr. Campbell's point is valid. Mr. Dean said that perhaps some of the other towns that do not have the institutional agencies that Exeter does.

Ms. Rowan said that she is not worried about the percentage as people in that situation might need the recourse.

Motion made by Mr. Lourenco to move line item #9052 NHSPCA to default of \$1400, seconded by Mr. Thayer. Discussion ensues in regard to default warrant numbers. Mr. Dean stated that they have not been confronted by this many agencies in one year. Vice Chair Thayer said that he would be worried that not having a warrant article when an agency wants more money. Chairman Stevens said that he would agree and that they can take a hundred and ask them for a warrant to get the hundred back. Dr. Zwaan asked whether to put it on as a separate warrant is from us or the select board, Chairman Stevens answered and said it is the select board but that the committee helps. BOS vice Chair Chartrand explained in regard to the practice of handling increases. Mr. Dean spoke on the process as far as the recommendation goes. Chairman Stevens asked what level of funding should it be, and then if it is less

than they should come back with a separate warrant. Mr. Campbell said that the committee should just tell them what they will get and then they can get a citizens' petition if they want more.

Mr. Dean suggested that maybe they should look at the numbers and decide and then come back. BOS Selectman Clement agrees with Mr. Dean and suggested that the \$1500 for the NH SPCA is a right number and if it is then recommended it is placed on separate warrant article. BOS vice Chair agrees with Mr. Campbell to find simpler way for the warrant issue.

Motion made by Chairman Stevens to put whatever the budget recommends in one warrant, Vice chair Thayer seconded. 8 in favor, 4 opposed. Motion carried.

Motion made to move line item 9052 from \$1500 to \$1400 made by Vice Chair Thayer and seconded by Mr. Kelly. No vote. No motion.

Mr. Lourenco withdrew his motion.

Discussion ensues.

Mr. Kelly says what he thinks that the voters expect them to do is the analysis and then they will vote, and stated that all they are asking is approving one line item at the bottom instead of all the articles. Mr. Corey disagrees that the town will be handing out tax payers' money to any organization and that the committee should not be in the position to tell the tax payer which nonprofit they will contribute toward. Chairman Stevens spoke in disagreement.

Mr. Wentworth spoke on what his thought of the premise is, that the fundamental question is if it serves the residents of Exeter and is needed.

Motion made by Mr. Campbell to fund all the 16 agencies that remain unchanged and not asking for an increase for their stated amounts totaling \$109,595 and Vice Chair Thayer seconded it. All in favor except Mr. Kelly and Mr. Corey. Motion carried.

Motion made by Mr. Campbell to fund NHSPCA \$1400 and include it in the Human Services warrant, seconded by Ms. Canty. 4 nays, motion carried

Motion made by to move line item #9008- Richie MacFarland Children's Ceneter by Mr. Wentworth approve 11,100 seconded by Vice Chair Thayer- all in favor motion carried.

Motion made by Mr. Campbell to approve CASA \$ 500 and include in warrant, seconded by Vice Chair Thayer- all in favor, motion carried.

Motion made by Vice chair Thayer for line item #9014- New Generation to move \$2,000, seconded by Ms. Hall- all in favor. Opposed by Mr. Kelly. Motion carried.

Motion by Mr. Campbell to approve \$3000 for New Heights, seconded by Vice Chair Thayer. Opposed by Mr. Lourenco and Dr. Zwaan, motion carried.

Motion to move the total of \$113,895 made by Mr. Campbell and seconded by Vice chair Thayer, all in favor- motion carried.

Motion to adjourn meeting made by Mr. Campbell, seconded by Ms. Rowan. All in favor, motion carried.

Next meeting is November 13, 2014.

Meeting ended at 9:46 pm.

Respectfully submitted,

Brigitte Nelcoski
Recording Secretary