

~~Unapproved~~ **APPROVED**
PROPOSED 2016 SELECTMEN'S PUBLIC BUDGET MEETING
September 19, 2015

Attendance: Chairman Carleton Robie, Vice-Chair Boyd Chivers, Selectman Scott Komisarek, Selectman Craig Sandler, Selectman Susan Young, Accounting and Payroll Clerk Donna Becker, and Administrative Assistant Andria Hansen.

Planning Board: The Planning Board has request \$1,676 for their 2016 budget. Planning Board Chair Sean James said when he submitted the budget he had the SNHPC dues in there. Chairman Robie explained they keep it in the Advertising and Regional Associations line. PB Chair Sean James explained every year they send him the invoice. Chairman Robie asked if he had the invoice and is it the same amount as last year. PB Chair Sean James said he increased it a little bit. Accounting and Payroll Clerk Becker said she budgeted \$2,500 for that line. PB Chair Sean James said the line is holding pretty steady, but there is a chance that it could go up a little. Chairman Robie asked if he felt that his budget is satisfactory. PB Chair Sean James said that it was. *Chairman Robie moved to accept the Planning Board's budget as presented. Seconded by Selectman Chivers. All were in favor. Motion carried.*

Advertising and Region Associations: Chairman Robie felt the Selectmen should request the Master Plan second phase in the operating budget at \$10,000. Selectman Chivers said he would like to submit that as a warrant article. They are going to bump up against the default budget this year and he thought they should everything they can to keep these onetime expenditures out of our town budget. If they are not careful this morning they are going to exceed our default budget by a huge margin and he thought this is what the town is going to approve. Last year they submitted a \$5,000 warrant article for the master plan and it passed. If the town was willing to spend \$5,000 last year then they would be willing to spend \$10,000 next year and that would it out of our budget. It will also give us a little more room for other departments. *Selectman Chivers moved that they take the \$10,000 out of the budget and submit it as a standalone warrant article.* Selectman Sandler said it still goes in the bottom line whether it is a warrant article or an article in the budget. Chairman Robie explained a warrant article is a separate thing. The people vote separately for a warrant article and if it passes we definitely have to spend it on that and if they don't spend it on that then it doesn't get appropriated. Selectman Sandler said isn't it calculated into the tax rate. Chairman Robie said not if it's not spent. Selectman Sandler asked how do you pay for something on a warrant article that doesn't go to the bottom line of the tax rate. Chairman Robie said it does but if they don't spend it they don't appropriate it. Selectman Chivers said it is better to move that as a separate item not included in the entire town budget in his estimation. If it is approved as a warrant article it still impacts the tax rate, but it will make it a little easier to get their budget through. It reduces the disparity between the operating budget and the default. This should be their goal here this morning is not to design a budget here that forces the voters in this town to adopt a default budget. He can tell them what the default budget it going to be next year. It is a pretty small number. Chairman Robie said it is the 2015 approved budget plus \$77,000 for the one time expenditure. Chairman Robie said not necessarily. Accounting and Payroll Clerk Becker explained there are other things that affect the default budget like an increase in health insurance and an increase in the election cost. These are things we have no control over those will actually increase the default budget, so there is no way of knowing what it will actually be until we have all of the numbers in. Selectman Chivers said right now without any of those increases the default

budget is \$2,344,000. Chairman Robie said the DRA doesn't know that we had an \$80,000 expenditure in the budget that was a onetime expenditure. Just like the year before they didn't know that we had a \$50,000 expenditure that was a onetime expense. Selectman Chivers said the Budget Committee knows that. He thought they were going to have to take the 2015 budget and subtract the onetime expenditure for the baler and that is going to be the new number. Selectman Young asked if he thought they were going to default where they have been so careful on the town side. Selectman Chivers said if there is a \$100,000 spread with what we are proposing and what the default budget is. Chairman Robie thought people will realize what they did last year. He spoke to the people and they overwhelmingly reduced the budget by \$80,000. We'll speak to them this year and they'll have to accept an increase to operate our town on. Selectman Chivers said that was correct. The people at the Deliberative Session may support it, but the 600 people that vote on Election Day may not. These are the same people on Election Day who didn't support buying 23 Main Street. They may have the support of the people at Deliberative Session, but what really counts are the people who vote on Election Day. This is what drives the budget. He reiterated that he would strongly urges us to put that \$10,000 in as a standalone warrant article. SNHPC CR felt they should ask for the second phase of the Master Plan in the budget. Selectman Young said personally reviewing the budget there are probably other areas that if they think they need to lower this bottom line they can certainly look at. Is this a decision they need to make right now? Chairman Robie said they are here to make a decision and this is the department they are on. He felt the people voted (in support) when the Selectmen got behind phase one of the master plan. Now he felt the people gave us direction of which way they want to go. He didn't see the sense of spending \$5,000 and not moving forward to complete our project. People are going to have to realize that come next March the budget is going to have to increase and we are going to have to move this community forward. This is his take on it. PB Chair Sean James wanted to update the Board on where they are at with this. They retained SNHPC and UNH and they are going to put together a visioning session for us. Over the fall they are having some meetings and they're getting a committee together for that. They are basically setting up and getting people ready for the event. They've had a lot of discussion about when to hold it. There is a lot of stuff going on in town with schools and other things and they thought that would have an impact on what they did. So they are going to have it just after town meeting. The idea of that is they had a Master Plan that was approved and things have changed, so they would like to get a feeling of where people are at and go through the entire Master Plan and see what people what to do. Then the next step would be to move forward with that and update the Master Plan. SNHPC did get some grant money through federal highway, so they are going to be doing the transportation chapter of that. This cost won't be passed on to the town. Selectman Young thought it was best to leave this where it is and then they could adjust it. Chairman Robie said if the people don't vote for a warrant article then they lose. Selectman Young said they are asking them to do is double on what they voted on last year. If they keep it in the budget there might be other areas that could be juggled around to at least let this plan move forward. This is just her opinion. Selectman Chivers said what they are saying is that they don't think the town would support a \$10,000 warrant article standing alone, but we're going to put it in the budget anyhow and spend it despite what the town would do if they had the choice. Chairman Robie said the town told us last year that they wanted to update the Master Plan and they gave us the responsibility to take care of it moving forward as we see fit. Selectman Chivers said if it takes another \$10,000 to complete the Master Plan let's put it right back in front of them. They give the town authority on whether they want to spend \$500 on the Red Cross and all of these charities. You take a \$10,000 item like this and you take the option away from the town and

reserve it to ourselves. They ought to have confidence in the people of Candia. They are the ones that have to support any zoning changes that result from the Master Plan. This is a good way to test the support in the Town of Candia for any opposed changes to our zoning or the way this community is going to be structured. If they vote in favor of the warrant article that will show some support for this whole movement. Selectman Young said when the community came out and voted in March showed support for this Board overwhelmingly. They don't give them a choice on other lines items. She thought there was a lot of trust out there. She felt the community feels that Board has been very conservative and very careful with the money. If they have people vote on every little thing it is going to tie things up. This is just her opinion. Selectman Sandler said he would make a motion based on Chairman Robie's explanation that we leave it in the budget. Selectman Komisarek said in years past when the Selectmen didn't support it the people wouldn't even approve a \$5,000 warrant article. If you think about the average person in Candia they may not understand or give very little thought. If they are going in there and they have very little money and they think their taxes are going to go up they are going to vote no. They aren't giving any thought to the long term ramifications of that vote. This is why they have a Planning Board and Selectmen that is supposed to provide a little bit of leadership and direction. He thought the state says that they have to update the Master Plan every ten years. PB Chair Sean James said it wasn't a must, but it is suggested. Selectman Komisarek said when he spoke with Sean that his biggest fair is that they do all of this work and it goes out as a warrant article and they don't get the \$10,000. He understood what Selectman Chivers was saying about the default budget and they need to be a careful today. He thought if there is one thing they need to understand as a Board when they look at the town and try to keep the tax rate down is that they need to broaden the tax base. In his opinion this is the wisest \$10,000 they are going to spend. If they move this forward they can look at how they are going to increase the tax base. This is a very important goal for everybody to keep the tax rate in check. If they don't start to plan and they don't do anything, he felt this was very important. *Selectman Chivers withdrew his previous motion. Selectman Sandler moved to add \$10,000 to the Advertising and Regional Associations budget for the update of the Master Plan –Phase 2. Seconded by Selectman Young. Chairman Robie, Selectman Komisarek, Selectman Young, Selectman Sandler were in favor and Selectman Chivers was opposed. Motion carried on a vote of 4 to 1 (4-1-0).*

Highway: Chairman Robie said there was an increase of \$22,000 for the Highway General Fund and Highway Winter Fund. The winter payroll increase by \$21,000. The salt line increased by \$1,000. Road Agent Lewis noted there was an increase in the phone bill, because that has gone up. The other increase is winter payrolls for the increase they gave for the plow trucks last year. This amount is \$2,300 per truck. They were running around \$20 behind the surrounding towns. We hire trucks most towns now buy their trucks. They do all of their road maintenance with private contractors. They always used state rate and that hasn't increased since 1999. Last year they discussed at the Selectmen's meeting to increase rates. He tried to bring them up to par with other towns. This budget reflects half of that increase and the trucks at the rate they paid last year. The salt went up another dollar per ton. This is the other increase. When you read the budget it shows that they have \$30,000 to get us through the rest of the year. However this doesn't include the winter maintenance warrant article of \$75,000. If you were to factor that in they really have \$105,000 to get us through the rest of the year. So they will have money to plow if it snows in November/December. Chairman Robie asked if the payroll he was showing for another increase. Road Agent Lewis said if the Board chooses to give the balance of what they discussed with the

prior Board. Chairman Robie said they gave an increase in January of 2015. Road Agent Lewis said they gave it in the beginning of the winter. It started with our winter season. Chairman Robie said this accounted for \$22,000 over. Road Agent Lewis said over an average winter. He bases the winter on paying these guys 220 - 225 hours' worth of plowing per winter season. This is how he arrived at that rate. Some years they don't plow and some they never stop. Selectman Chivers clarified the raise you gave them is in this budget. The other half of that raise is not. Road Agent Lewis said unless the Board decides to do the final increase. They decided to split the disparity between the two in half. They gave half last year and they were hoping to do half this year. This is a Board decision and a prior Board can't bind this Board to anything. If they should decide to bring them up to the full rate which is what the other towns are paying they would have to double that number. Chairman Robie said just to be clear this budget was presented and approved at \$141,000 and then we increased the winter payroll half of what Mr. Lewis requested which amounted to about \$22,000 last winter. Now they are going to increase the other half which they requested by \$20,000. Selectman Young asked is the one \$162,000 accurate. Road Agent Lewis said it is accurate if you were to not increase the second phase of the increase. It has been years since they've had an increase and you know how much it costs to run a truck. They guys provide their own insurance, fuel, truck, etc. Selectman Chivers said we committed ourselves to the raise last winter. Chairman Robie was going to recommend that they accept this budget at this point submitted by the Road Agent at this time. Selectman Young said her understand was that people were presenting budgets today. She didn't know they were going to decide on each line and total. This is obviously going to the Budget Committee so they can make adjustments. Chairman Robie clarified they are going to recommend adjustments. Selectman Young asked if they were going to get another opportunity to discuss this again. Chairman Robie said this is a work in progress. They are getting a set of numbers that this Board agrees on. This is the budget that they are going to present to the Budget Committee. Selectman Chivers clarified this is our final shot with the one that goes to the Budget Committee. Chairman Robie said that was correct, but there are going to be something's that aren't completed like the insurance lines and adjustments as they go along. He asked Road Agent Lewis asked if this budget worked for him. Road Agent Lewis said it is the Board's decision. It will work for him, depending on the winter they have and how severe it is they could be over budget. Chairman Robie asked the Board if they were in agreement to increase the plow guys another \$10 per hour. Road Agent Lewis clarified they are going to continue last year's rates. Selectman Young asked if they were voting for \$436,594. Chairman Robie said yes. Selectman Komisarek asked about the \$100,000 in the asphalt maintenance line. Chairman Robie explained that Road Agent Lewis isn't spending asphalt maintenance this summer because they only have \$30,000 left plus the warrant article. If they have a terrible November and December they would run short. They will encumber the asphalt maintenance money if it is left in December and they will do that next year. Selectman Komisarek said his point was their budget was so tight and it doesn't seem like they are keeping up with the roads. They have a bare bones budget and that \$100,000 is the money for the new paving they see on the road here and there. Road Agent Lewis said that line was increased last year. Selectman Komisarek asked Road Agent Lewis if they had more revenue in this town what would be a good number to adequately maintain our roads. Road Agent Lewis said an appropriate number if we weren't behind already would be around a couple of hundred thousand dollars. Paving now running \$70 per ton and to do a shim and an overlay you are looking at 800 tons per mile. This would get us back to where we were 20 years ago when he took over as Road Agent. They had a great program back then and they were keeping up with it and gaining a little bit on it. In the last ten years inflation has gone up and the budget hasn't. Not for

lack of trying, but after awhile you just don't keep up. They would need a couple of hundred thousand to do it. This year they need the money to cover November and December should they get a snowy early winter. If not they are going to try and encumber that. If everything goes the way it should they will have their \$100,000 plus the \$78,000, so they would have almost \$200,000. Chairman Robie said they would need almost \$400,000. Road Agent Lewis said that was correct but they have one year where they are almost where they should be. Chairman Robie said they don't do anything this year, he is still behind. Road Agent Lewis said they are going to be behind because of the past. Chairman Robie asked if they should increase the budget by \$100,000. He would like to increase it by that amount to pave the roads. Road Agent Lewis thought they all would. Chairman Robie said the people are going to have to realize this and they voted for us to make these tough decisions. Selectman Chivers asked if it should be a warrant article. Road Agent Lewis said they could do it with a warrant article. Chairman Robie said it is our responsibility and the people know. Selectman Chivers said if they add \$100,000 they are going to end up with a default budget. Selectman Sandler said people drive on these roads so if they put it in as a warrant article it might pass. Chairman Robie said the people that drive on the main roads aren't going to vote for asphalt maintenance on the back roads. This is where most of the traffic is. It is very difficult to get that money appropriated to pave someone's road you never drive on. Road Agent Lewis said in the past they have been very successful doing that. They put in a \$50,000 warrant article for Jane Drive a few years ago and it passed with no problem. Maybe they could try the warrant article this year. They could pick a specific road and if people see there is an absolute designation for that money they tend to support it. Selectman Chivers said they put in road reconstruction warrant articles that pass by a big margin. These are roads that very few people travel. Road Agent Lewis said someone is using our roads 24 hours per day, 7 days a week. Chairman Robie suggested taking the \$100,000 out of the budget and putting in a \$200,000 warrant article. Road Agent Lewis was thinking they could make it a little less complicated. Selectman Young suggested they keep the budget the way it is and do a warrant article. Road Agent Lewis said let's leave the \$100,000 and decide between the Board and himself on a road project. If that works well maybe this is the way they should fund additional asphalt maintenance. *Selectman Chivers moved that they accept the Road Agent's request of \$436,594 for the 2016 budget and at a later date this Board will propose an additional appropriation via warrant article for asphalt maintenance. Seconded by Selectman Sandler. All were in favor. Motion carried.* Road Agent Lewis said they talk about the infrastructure in town and the employees are our infrastructure. For a few years they didn't get their COLA increase and he has never considered that a raise for them. They years they didn't get one, in his opinion, they took a pay cut. It was never advertised that the employees took a pay cut, but it is advertised with a COLA increase they got a pay raise. A raise would be a COLA plus the 1% or 2%. He isn't going to be here for that discussion but he wanted to add that. He noted that he is doesn't get the COLA or the raises. He felt without the employees they have in town our town wouldn't be what it is. It is important to retain those people and it is important to keep them satisfied with their job and it's not right to give them pay cuts and expect them to provide the same level of service on consistent basis. They deserve their COLA or increases. If it means they have to catch up on the years that were missing, he felt it was important for the Board to do that.

Solid Waste: Chairman Robie said there was a small increase in this budget. Selectman Chivers asked where the big increases were. Chairman Robie said there wasn't any. Facility Operator Whitcher said there was a small increase in the wages. He didn't know where the Board was

standing on this. He did a 3% increase in the full time and the part time wages. The other increase was in the Facility O & M line. He added another \$3,000 and it was based on this year and what they would be deficient. Selectman Chivers asked if it was to repair the wall. Facility Operator Whitcher said the wall is already repaired. Selectman Chivers asked if the office wall repair was in the budget. Facility Operator Whitcher said no and they don't have several prices back and they don't want to base it on one price. He didn't put it in the budget, because he assumed it would be a warrant article. Chairman Robie said they need to maintain their building. The building is in disrepair and un-insulated and the critters have caused damage. It's not a warrant article item; it is something that needs to be addressed. Selectman Chivers asked how much it was going to cost. Chairman Robie said about \$14,000. Facility Operator Chuck Whitcher said he created a request for bids and they only received one back. Chairman Robie noted the original bid came from Whitcher Contractors. Selectman Sandler asked if he thought \$10,000 would do it. Facility Operator Whitcher said he didn't know, but he heard that spray foam is very expensive. Chairman Robie thought they could get it done for \$10,000 if they did it locally and stopped fooling around. The Board decided to increase the Facility O & M line by \$10,000. Chairman Robie noted Facility Operator Whitcher has put in a 3% increase, if they are going to have a wage discussion they are going to take that out. They are going to have a discussion on this; they are not going to give one department 3% and another department 1%. Selectman Young said you can't do that. Chairman Robie said they could but they are not going to. Selectman Sandler said the told Chuck to put that in his budget. He understood they should address this at the end the meeting. Chairman Robie said if they are going to give a COLA then they should evenly across the Board in his opinion. Facility Operator Whitcher said this wasn't given as a COLA but as a merit increase. They give performance reviews every year and there is nothing attached to them. This is his ability to correct deficiencies in his department. It is the most effective way on low paid employees to correct deficiencies. Selectman Young said she agreed with that. Facility Operator Whitcher reiterated he put it in as a merit increase not as a COLA as a manager giving reviews. Selectman Young said she agreed because she doesn't think everyone should get a trophy. If someone is doing a really good job they might get more of an increase and some that need help or guidance won't get as much. Selectman Sandler explained evaluations are not only for raises but for training and education. He still believe that good work should be recognized, rewarded, and a thank you for a job well done. Selectman Chivers thought this was a good place to start and those guys do a good job over there. They are running a million and a half facility, they're there every Saturday and Sunday in the summer and they are doing a job that many of us wouldn't want to do. They do it well and with dignity at least for this department he didn't know how they were going to reconcile this with other departments. Selectman Sandler thought they should address this at one time. Chairman Robie said they are calling this a 3% merit increase. Over the past 6 years they have given their employees a COLA increase and it hasn't kept up with the cost of living. No one has gotten a merit increase except for a few police officers that are still in the matrix. Tax Collector Stamatelos said at one point they did give some bonuses to make up for the fact they didn't get COLA increases. This didn't reflect in the employee's rate of pay. Chairman Robie said nothing needs to be fixed they just need to move forward. Our employees were rewarded the years they didn't get a COLA. They give out COLA's and it is every year going forward. All of our employees have been here for a long time, if they are going to give one department a raise of 3% then they should make a decision if they are going to do it across the board. All of our employees are very important. Selectman Sandler said the merit would be above a COLA increase. It could be a 3% COLA increase and a 1% or 2% merit increase. Selectman Young said in an effort to make a decision on Solid Waste is

it agreeable to leave it and add \$10,000 for the repair. She didn't think Chuck was going to go back and give everyone a 3% raise. They will discuss merit and COLA later why do they need to discuss it now. Can they just go with his bottom line with the \$10,000 added? He might decide merit wise the employees get a 2%. Doesn't Chuck have the authority to not go above that line? Chairman Robie said no. Selectman Young replied he doesn't have the authority to give the better worker more money. This is the trouble with society. Facility Operator Whitcher said he makes the recommendation and the Board makes the decision. Chairman Robie said that is what he is saying. Selectman Chivers asked if they could do the merit increase on a case by case basis when the department head comes in with the support of the liaison. In order to justify a merit raise for the Solid Waste department they would have to consider individual performance and decide who is deserving or not. This is not the purpose of today's meeting. The only thing they should be considering is how much the cost of living is and how much are they willing to acknowledge and add to everybody's. The merit increase is a whole separate conversation. Chairman Robie agreed with that but if Chuck is going to do that it has to be in the budget. He told the departments he oversees to not put in for any raises and they will discuss a COLA during the meeting. They can't accept a merit increase in one department and not go back and increase everybody else's wage line by 3%. Selectman Chivers said they could have a merit increase line for the entire town and it could be distributed by the Selectmen with justification. Chairman Robie said if you want to do that on an \$800,000 payroll it is \$24,000. He agreed 100% with that. Selectman Chivers noted then it is a merit pool which is separate from a COLA increase. Selectman Young said she would like to discuss insurance. Chairman Robie said they didn't get their yet. Selectman Young noted that benefits are a big cost of a job. She has looked at different communities and she didn't think they were horribly off. She thought for planning purposes leave the 3% in there. She didn't think it was a big deal. Selectman Chivers said it is a big deal because you aren't going it for other departments. Selectman Young said they haven't gotten to them yet. Selectman Chivers said should they add 3% to every department. Selectman Young said there are several different areas with raises. Chairman Robie said there was no raise in the police, building department, or office. Selectman Young said the office was up \$3,000. Accounting and Payroll Clerk Becker said that doesn't reflect an increase in hourly wage. It used to be budgeted for \$80,000, but when they had budget cuts last year they took away from it. It wasn't to reflect an increase in hourly wage. It was putting it back to where it was before. Selectman Young said she saw an increase in the police department secretary line. Chief McGillen said this is the fill in secretary line that started at a higher rate. This is why this budget is up. Facility Operator Whitcher said they have gone a long time without merit increases. If he isn't doing a good job and they want him to do better the merit increase is a good way. Even with his staff there are people that could do better and he has people that do very well. It gets frustrating when you're the person that is doing the great job. This is Candia and there is a cap to the earnings and no one is trying to exceed what that could be. He has been here 11 years and he has a lot of experience, people respond well to him and at some point he would like to think he is valuable enough to get a raise based on his performance. Chairman Robie said in the private sector Middle America hasn't gotten a raise in 15 years. Facility Operator Whitcher said it depends on where you are in the private sector, he knows plenty of people who are getting raises. Selectman Young thought it could vary with the employees and she didn't think it should be a blanket everybody gets a trophy. *Selectman Chivers moved to take the 3% wage increase out and bring it back to the 2015 number and add \$10,000 for the wall repair and later they can discuss a line for a 3% merit pool which all town employees are eligible to benefit from based on performance and initiative. Seconded by Chairman Robie. All were in favor. Motion carried.*

The new number for Solid Waste is \$322,380. Accounting and Payroll Clerk Becker asked if the Board was agreeable to changing the name of Old Recycling Center Closure to New Boston Road Landfill Maintenance. Also, should they keep a dollar in the Equipment Purchase line for any future purchases? Chairman Robie said that would be fine.

Conservation Commission: It was noted that there was a \$100 increase. Selectman Sandler moved to accept the Conservation Commission budget as presented. Seconded by Selectman Young. All were in favor. Motion carried.

Tax Collector: Chairman Robie noted there was a slight increase in the budget. Selectman Young asked if the Deputy filled in when she wasn't there. Tax Collector Stamatelos said there are certain public hours that they share hours. It was noted that the Deputy is paid hourly. Selectman Young asked what the pay was per hour. Tax Collector Stamatelos said the amount budgeted was for 496 hours and the wage was calculated at \$12.40. When she gets a new Deputy she won't start at that rate, they will start at a lower rate and build up. Chairman Robie said they budget at the starting rate. Tax Collector Stamatelos said by the time this budget goes into effect her rate will be up. Chairman Robie asked if it was her decision to pay the Deputy whatever she thinks. Selectman Young replied no because the town is paying her. Tax Collector Stamatelos noted the first Deputy she had started at \$11.19. This is what the previous Deputy was paid. Then with Donna they paid her at the same level. There was no build up time. The only reason the wage has gone up to \$12.40 is because of the COLA's she received. It was noted that Donna Hetzel has resigned as the Tax Collector's Deputy. Tax Collector Stamatelos said there was an interim period where she will be working in her office this year and it is already budgeted for. Selectman Chivers asked what the appropriate number was for the Tax Collector's wages. Tax Collector Stamatelos said what she budgeted for which is \$4,990. This also includes attending conferences and workshops. The new Deputy is going to have to agree to it. The certification is a whole week. This is why her other line had gone up. Selectman Young noted that the Tax Collector's membership fee line had doubled. There was further discussion about the Deputy Tax Collector wage line. Chairman Robie said the Town Clerk and the Tax Collector have Deputy's. Tax Collector Stamatelos noted the only reason they are seeing a reduction in wages this year is because she has been sharing her Deputy with the Town Clerk. Selectman Chivers said the difference between the 2015 and 2016 budget is \$1,016. There was discussion about the Deputy Tax Collector's certification and the expense. She noted that Donna didn't do certification, so she didn't budget for it. Selectman Sandler asked if she could ask the Deputy what their intent is. Tax Collector Stamatelos said she hasn't interviewed anyone yet. Selectman Young asked if the town set the Tax Collector's hours. Chairman Robie explained the Town Clerk and the Tax Collector set their own hours. Tax Collector Stamatelos said she keeps her hours the same as the Town Clerk, so she can be more available to the people and more security at night. She could change her hours and they could share a Deputy, but she didn't think it would be conducive to the whole system. She noted that she reduce the Identifying Mortgages line by \$1,000 because they have less to search. They've been catching up over the last eight years. Selectman Young motioned to accept the Tax Collector's budget as presented. Seconded by Selectman Sandler. All were in favor. Motion carried.

Election/Voter Registration: Tax Collector Stamatelos noted the pay never goes above minimum wage. It was noted that the budget has gone up considerably due to four elections in 2016. Tax

Collector Stamatelos said the increase is in the Supervisors of the Checklist. Selectman Chivers asked if they get paid per election. Tax Collector Stamatelos said by the hour. All three Supervisors are supposed to be there for fifteen hours (all day), but it never works that way. Those figures reflect an average three people. She has reduced it because one person can't do the fifteen hour day. Chairman Robie motioned to accept the Election/Voter Registration budget as presented. Seconded by Selectman Young. All were in favor. Motion carried.

Town Clerk: Town Clerk Dupere noted the agent fees have gone up (per the State). The Deputy Town Clerk went up. She explained that Donna still needs to go to certification school and there is a lot to it. She also sends her to all of the workshops and trainings. She has to become certified in every single area they do. They could probably take \$1,000, because her hourly rate isn't as high as Cheryl's. They have four elections next year and the ballots and material hasn't changed much. It will depend on how many warrant articles they have. She always puts this amount in and it usually doesn't add up to quite that much. You have to put it in just in case. Postage has gone up and it costs about 98¢ to mail a ballot. The regular ballots will cost a lot more than the regular postage. They are going to have two major elections and they have a huge amount of absentee ballots during those elections. This is why her postage line has increased. Selectman Young asked if she was paid through fees and a stipend. Town Clerk Dupere replied yes and the fees are set by statute. She gets the elected officials stipend as well. Selectman Young asked about the Deputy's pay. Town Clerk Dupere explained that she is paid hourly. Selectman Young asked if she worked when Chris could. Town Clerk Dupere explained that she works along side with her, because she has to constantly be trained. Selectman Young asked if she collects fees also. Town Clerk Dupere said just the Town Clerk gets the fees. She noted that she is required to have a Deputy. She has been training her that is why she is working more. Selectman Sandler asked if she is autonomous when it comes to setting hours. Town Clerk Dupere said that is correct the Town Clerks set their hours. Selectman Chivers moved to accept the Town Clerk's budget as amended in the amount of \$68,968 for 2016. Seconded by Selectman Komisarek. All were in favor. Motion carried.

Election Administration: Town Clerk Dupere said she would like to budget a little extra just in case they have a special election. It is happening more and more frequently. It was noted that there was one election in 2015. Selectman Chivers asked if it costs about \$2,500 per election. Town Clerk Dupere said that was correct. This year the budget was tight because they needed to have the special election. Selectman Young thought people could bring their own meals to the elections. She knows it is a small amount total. Town Clerk Dupere explained you're talking about people who are working for minimum wage and that is the only perk that they have. Selectman Young asked what the Moderator is paid. Accounting and Payroll Clerk Becker explained he is paid \$50 for the Deliberative Session and at the elections he is paid hourly as a ballot worker which minimum wage. Selectman Young said she understood they have to feed them. Town Clerk Dupere said it's been a tradition ever since she has been Town Clerk that the elections workers get feed. At one point they had the Candia Improvement Club feed the election workers. The Lions Club also provided the meals at one point. Selectman Young said it seems like they have an awful lot of people there. Town Clerk Dupere explained some of us have to be there all day, from when the polls open until way after they close. The rest they do in two shifts. Selectman Chivers asked the Board if they wanted to budget a little extra just in case they have that fifth election. Chairman Robie asked if they could go back to the meals discussion. Selectman Young said for the special election they made the food. If you look at the Pizza House bill it is \$10 per person.

Chairman Robie asked if she would like to make a motion to reduce the budget on the meals. Selectman Young thought she would. It was noted the ballot workers don't pay taxes. Chairman Robie asked if Selectman Young wanted to make a motion to reduce the meals line. Selectman Sandler thought it was insignificant. Selectman Young thought it probably was at this point. Town Clerk Dupere said it is something that the ballot workers look forward to. Selectman Chivers motioned to accept the Election Administration budget as presented for 2016. Seconded by Chairman Robie. All were in favor. Motion carried.

Direct Assistance: Welfare Director DelRosso said her recommendation was \$25,000 for the direct assistance line. Chairman Robie moved to accept the Direct Assistance budget as presented in the amount of \$25,000. Seconded by Selectman Young. All were in favor. Motion carried.

Welfare: Chairman Robie moved to accept the Welfare budget as presented in the amount of \$7,257 for 2016. Seconded by Selectman Chivers. All were in favor. Motion carried.

Police: Chief McGillen explained his budget is up about 2%. He has half of a cruiser budgeted. So in 2017 he'll put in \$14,000 in that line. He bumped his part time officer line up to \$50,000. If they have full time officers go out on sick leave they need to fill those shifts. It saves the town money by using the part time officers. In the next couple of weeks they are going to be using the part timers to fill some shifts and he is going to be in the red on that line. It was definitely under budgeted this year. So between the cruiser and that line he added \$30,000 the rest of the increases were small. The uniform line was increased. They have two ballistic vests they need to buy and they have expired this year. He noted that some of his officers have been wearing shirts and pants that are not professional. He is proposing a clothing allowance of \$500. The tire line was increased. He also increased the Special Detail wage line, because of the elections coming up. Selectman Chivers asked why the Police Equipment line went from \$2,800 to \$11,000. Chief McGillen said \$11,000 was approved by the town last year, but he took out \$9,000 because the Board asked him to drop down his budget. They have a lot of outdated equipment that they need to start swapping out and modernizing. The Budget Committee supported this last year. He took out the \$9,000 to give back to the town. Selectman Sandler said the price of gasoline was significantly higher last year and there is no indication that it is going up a great deal. Would it be wise to reduce the gasoline line and put it in the equipment area? Chairman Robie noted they only spent \$10,000 on gas this year. Chief McGillen said they all know what is happening in the Middle East and he doesn't know what is going to happen next September. They've seen it go up a dollar over the last seven to eight months. He lowered it down last year. Selectman Chivers thought that is one thing the Budget Committee is going to pick up on. They are going to say gas is down to \$2.00 per gallon. This way he can say that he recognizes the price of gas has down and his budget reflects that accordingly. Chief McGillen suggested dropping it down to \$18,000. Selectman Chivers thought that would work. Selectman Young asked about the copier. Chief McGillen said the contract expires in July. The company they currently have a contract with is NECS (New England Copy Specialist). Selectman Young asked if they were the best price. Chairman Robie explained they are not the best price, but they have serviced the best. The copiers they have now are antiques. They asked for a copier three years ago in the Selectmen's Office, but they took it out to get by. He felt the police department needed a copier. Accounting and Payroll Clerk Becker explained they can't get them serviced after July. They are having a hard time getting parts and every time they come out to service them they are losing money. They won't extend the contract. There was

further discussion about the copier. Selectman Komisarek mentioned the default budget and this has been the most significant increase they have seen today. Selectman Chivers noted that \$14,000 of that wasn't in the previous year's budget. Selectman Komisarek didn't doubt the fact that it was a legitimate budget. Chairman Robie asked about using Special Detail Officers at an election. Why can't they use our regular paid full time employees to cover the election. There isn't a whole lot going on. He has never seen a fight or anyone unruly. Chief McGillen said they do recommend having an officer at the elections. Chairman Robie said he didn't disagree, but he thought they could have a duty officer at the elections. Chief McGillen thought they were setting a bad precedence. Chairman Robie asked what they did before they had special details. Chief McGillen said he wasn't here when they didn't have special details. Selectman Sandler said if you use a duty officer for elections then he isn't on patrol. Chairman Robie said but he is at the elections visiting. Chairman Robie asked for a motion to accept the Police Department budget. Selectman Young asked who defends the town budget to the Budget Committee. Chairman Robie said the department heads defend their budgets. There was discuss about the revolving fund and there currently not that much money in the fund. Chief McGillen suggested lowering the police equipment line from \$14,000 to \$8,000 and the gas line from \$21,000 to \$18,000. BC moved to accept the Police Department budget as amended in the amount of \$661,175. Seconded by Komisarek. All were in favor. Motion carried.

Animal Control: It was noted that there was a \$3,000 increase in the Animal Control budget. Chief McGillen said Matt has been doing his job pretty diligently. He's been averaging 7.7 hours per week. He rounded his hours up to 8 hours per week. They used to give the ACO a minimum of 8 hours. He is a little bit of a higher rate than the other ACO's. Selectman Chivers said he could see that there is one days worth of work a week. Selectman Young agreed. Selectman Chivers noted most people in Candia have never called the ACO and never will. Now they are going up to one day per week. He doesn't support that at all. Selectman Young thought there are other needs. It used to be on an as needed basis. She would like to see it go back to that. Chief McGillen said the town is saving a lot of money. The stipend for an ACO in a neighboring town is \$10,000 which is more than our entire ACO budget. Selectman Young said that person issues all of the dog licenses and going door to door. Chief McGillen said Matt has been doing that. He has actually handing out a lot of fines. There was further discussion about dog licensing fine process. Chairman Robie thought people should pay for their dog license when they register their car. Chief McGillen said he checked with the state about doing that and you can't do it. Selectman Chivers recommended that they try to make it work with what they had in 2015. Chairman Robie asked if Mr. Murphy will make that work. Chief McGillen said they always work within their limits. Selectman Chivers said try it for a year. Selectman Young thought they were fair with Mr. Murphy when they reimbursed him to take courses that they didn't ask him to take. Selectman Komisarek asked how many dog license enforcement issues do they have in a year. Selectman Young said they get a list of people who don't license their dogs. Selectman Chivers moved to adjust the 2016 appropriation to 2015 level subtracting maintenance and repair, gasoline, but adding the 2016 mileage request for a total of \$3,185 and rounding up the number to \$3,524 (the difference will go in the wage line). Seconded by Selectman Young. Selectman Sandler, Selectman Chivers, Selectman Young were in favor. Chairman Robie and Selectman Komisarek were opposed. Motion carried on a vote of 3 to 2 (3-2-0).

Ambulance: Chairman Robie asked if the contract is still going to hold at \$1.00. Fire Chief

Young said that it was and they still have one year left on their contract. They may run into a glitch down the road. Manchester has hired a full time coordinator for EMS. Eventually they may take over 911 in the city. If they do AMR might not stay around here. He didn't know for sure. This is a sweet deal. Auburn and Chester pay Derry Fire about \$50,000 per year just to have the service. AMR charges us a dollar because the payback in Candia is huge. Everyone pays their bills or the insurance pays their bill. Chairman Robie noted they used to pay \$7,500 for ambulance service. Chairman Robie motioned to accept AMR contract. Seconded by Selectman Chivers. All were in favor. Motion carried.

Auditing Services: Chairman Robie motioned to accept the Auditing Services budget as presented. Seconded by Selectman Chivers. All were in favor. Motion carried.

Budget Committee: Chairman Robie motioned to accept the Budget Committees budget as presented. Seconded by Selectman Chivers. All were in favor. Motion carried.

Building: Chairman Robie said there was a \$1,200 increase in the budget and didn't see a problem with that. Chairman Robie moved to accept Building Department budget as presented. Seconded by Selectman Chivers. All were in favor. Motion carried.

Health: Building Inspector Murray said there weren't any changes. They left in \$600 for the application fee if they need to spray. It was noted there are only two vendors in the State that do the spraying. Chairman Robie motioned to accept the Health Officer budget as presented. Seconded by Selectman Young. All were in favor. Motion carried.

Fire: Chairman Robie noticed in the monthly reports that there is a lot training going on and that is a good thing. Our Chief shows good leadership over there. They had an increase of about \$3,000 on the training line. The total increase is about \$5,000. *Chairman Robie motioned to accept the Fire Department budget as presented.* He hoped that everyone noticed at the triangle that Smokey Bear has been put up. It's on Selectman Komisarek's lot and it was put up by Kevin MacDonald and Fire Chief Young. *Selectman Chivers seconded Chairman Robie's motion.* Fire Chief Young said the training line is up and the protective clothing line is up. The two go hand in hand. The more they train the more they beat up stuff. The gear takes a licking. He noted that his budget has never gone up. It only went down one year when the Budget Committee took some money out of his fire prevention budget. He would like to get the trim painted on the house because it is looking bad. This is why the budget is up a little. Selectman Chivers said it was important to keep in mind what a full time fire department would cost the town. Fire Chief Young said he would put his people against anybody around. They have some very talented people over there. Selectman Chivers said even on medical response they are sending out highly qualified people. Fire Chief Young said he appreciated the support. Chairman Robie called for a vote. *All were in favor. Motion carried.*

Cemetery Trustees: Chairman Robie explained the Selectmen used to act as the Cemetery Trustees. In March the town voted on elected five Trustees and in that process the Trustees needed a recording secretary. Accounting and Payroll Clerk Becker said the secretary is paid out of the administration line not the wage line. This is why there is an increase. It was noted that the secretary is paid out of the administration line not eh wage line. Selectman Young asked what the

contract services are. Accounting and Payroll Clerk Becker explained one year they needed tree cutting done and they used contract services for that. This is what they use it for. Chairman Robie motioned to accept the Cemetery Trustees budget as presented. Seconded by Selectman Komisarek. All were in favor. Motion carried. Chairman Robie noted that Mr. Becker has resigned as the Sexton and the Cemetery and the Trustee haven't accepted his resignation at this point.

Emergency Management: Selectman Chivers moved to accept the Emergency Management budget as presented. Seconded by Selectman Young. All were in favor. Motion carried.

Heritage Commission: Selectman Young moved to accept the Heritage Commission budget as presented. Seconded by Selectman Chivers. All were in favor. Motion carried.

Insurance: Chairman Robie said this is an estimate. He asked Donna to increase the budget by \$20,000. They will get the rate in December. It will be a discussion at the Selectmen's meeting. Selectman Chivers moved to accept the Insurance budget request as presented. Seconded by Chairman Robie. All were in favor. Motion carried.

Legal expenses: Chairman Robie noted there was a small increase. Chairman Robie motioned to accept the Legal Expenses budget as presented. Seconded by Selectman Komisarek. All were in favor. Motion carried.

Other Culture & Recreation: Chairman Robie said they keep this line open hoping someone will pick up a summer recreation program like they had years ago. They also used to have a ski program. It was a money in and money out, but to run it through the town they need to have a budget line item. Selectman Sandler motioned to accept the Other Culture and Recreation budget as presented. Seconded by Selectman Young. All were in favor. Motion carried.

Parks & Recreation: Chairman Robie said they need to roof on the buildings at Moore Park. One was donated by the Doucette Family years ago. The other was from the Vallee family. *Selectman Sandler motioned to approve the Parks and Recreation budget as presented. Seconded by Selectman Young.* Selectman Komisarek asked if they budgeted enough to open and close the park bathrooms. Chairman Robie said they should budget \$6,000 for this line. Selectman Young thought they should hire someone so a Selectman isn't doing it. *Selectman Young withdrew her second. Selectman Sandler withdrew his original motion. Chairman Robie motioned to increase the budget by \$4,000 for opening and closing the park bathrooms for a total of \$21,400.* The significant increase is due to re-roofing. Seconded by Selectman Young. All were in favor. Motion carried.

Principal – Long Term Bonds & Notes: Selectman Chivers moved to support the appropriation \$159,500. Seconded by Selectman Young. All were in favor. Motion carried.

Property Appraisal: There was some discussion about the increase in the budget. Selectman Chivers moved to accept the Property Appraisal budget as presented. Seconded by Selectman Young. All were in favor. Motion carried.

Street Lighting: Chairman Robie motioned to accept the Street Lighting budget as presented. Seconded by Selectman Chivers. All were in favor. Motion carried.

Town Building Expenses: There was discussion about the security cameras. Accounting and Payroll Clerk Becker said Pelmac gave them a quote, but they need to come out and look at the building. They currently don't have a camera on the entrance side of the building. She noted the budgeted amount is an estimated number. Chief McGillen said this has been brought up at the Safety Committee meetings. It's for the safety of the employees. Pelmac has donated several cameras and recorders over the years. Accounting and Payroll Clerk Becker noted it would be a onetime fee to add the cameras. Selectman Sandler asked about the Smyth Building maintenance. Chairman Robie said they need windows and they have been working on it. They heat it and they mow the grass. It is on the National Historic Register. There was some further discussion about the Smyth Memorial Building. Selectman Young moved to accept the Town Building Expense budget as presented. Seconded by Chairman Robie. All were in favor. Motion carried.

Town Office Expenses: There has been an increase of \$10,000 in this budget. Selectman Young asked about the software support. Accounting and Payroll Clerk Becker explained it consists of BMSI, Vision, and First Choice Networks. There was an increase for Vision because they would like to get the assessing cards on line. A lot of towns are doing that now. What happens is when a realtor comes in, one of us has to stop what we are doing and get cards for people it's the same when people call we have to stop what we are doing and email cards to them. Selectman Young said very few towns have it on line. Accounting and Payroll Clerk Becker said actually a lot of towns are on line. She noted there would be a charge every year. The cost to get it initially is \$1,550 and there are no start up costs. Selectman Young asked about First Choice and how much are they charging. Accounting and Payroll Clerk Becker explained the \$16,314 is for the year and it is the monthly maintenance. The \$390 is for firewall server that they maintenance and the \$2,250 is for 3 new computers. The Tax Collectors computer needs to be replaced and she is still running Windows XP. The other thing first recommends is that they have two back up computers ready to be slipped into someone's desk is something happens. The \$1,000 is for anything above and beyond the monthly fee. For example, if there is some type of new equipment they need to have and it isn't covered under monthly maintenance. Selectman Young asked about the Webmasters stipend and who is the Webmaster. Accounting and Payroll Clerk Becker said Catherine Sangillo. Selectman Young said does she do what we ask her to do, because we are still waiting for the election results. So for that \$3,500 she doesn't do anything until we ask her to. Selectman's Assistant Hansen said she updates everything, Catherine asked her about the most current Budget Committee member the other day. Plus she posts other things like Household Hazardous Waste and Drug Take Back day. She posts stuff for the office and the police department all of the time. Selectman Young asked why we weren't putting it on ourselves. Administrative Assistant Hansen explained she manages the website; she deals with the hosting and the domain name. Accounting and Payroll Clerk Becker said all of the stuff we don't know the first thing about. Chairman Robie said they need copiers. Selectman Sandler said they need to keep the office equipment updated. Selectman Sandler motioned to accept the Town Officer's Expense budget as presented. Seconded by Selectman Komisarek. All were in favor. Motion carried.

Treasurer: Selectman Chivers moved to accept the Treasurer's budget as presented. Seconded by Selectman Young. All were in favor. Motion carried.

Zoning Board: Selectman Chivers moved to accept the Zoning Board budget as presented. Seconded by Selectman Young. All were in favor. Motion carried.

COLA/Merit discussion: Selectman Chivers noted they have an Employee Benefit Pool line in the budget. He suggested renaming it the Merit Increase Pool. They have talked about increases for people to merit their services. It would be over and above a COLA. It is at the department heads discretion to make a recommendation to the Selectmen. They could fund this line by some percentage of the pay roll. Their wage line is about \$800,000 and a 1% increase would be \$8,000. The issue before the Board is whether this is warranted or a good idea and how much to put in it. Selectman Komisarek thought it was warranted. He is a small business owner and he knows that when people leave and you have to train them it costs money. He has some people that are 50% more efficient than other people. He personally like the concept. Selectman Chivers agreed and this is how you reward people for good service and performance. Selectman Sandler asked how much would they put in that line. Selectman Young said she would support it as long as they don't get into the practice of a trophy for everyone. It appears in past budgets that when one person got a raise everyone gets a raise. Chairman Robie said that is what this is going to be. Selectman Chivers said it was going to be merit and justified by the department head. Chairman Robie said it is going to be recommended by the department head and it is going to be a decision of the Select Board; when you do that if the Select Board decides to give an employee a raise out of this merit line and doesn't decide to give another employee a raise that isn't going to look good. Plus this is a one shot deal in an operating budget that may not be funded again next year or the year after. At the end of year you're going to have a whole bunch of people saying I better get may raise this year, because we are getting into next year's budget. Selectman Chivers said that department head has to support it with some facts. Selectman Young disagreed and if someone is doing a good job I think they know it and their supervisors know it and the townspeople know it. Her fear is if one person gets a raise then another person would expect one too. She hasn't been here long, but she didn't think that all things are even as far as performance. Chairman Robie said all things are even because none of our town employees have gotten a raise for the last eight years. If you set a precedence that we are going to give merit raises, anyone that has hung around here for eight years deserves a merit increase. Selectman Young stated a body doesn't mean a good functioning body. You can have people hanging on who shouldn't be whether we are talking about this place or somewhere else. She isn't getting into personalities. Some people are worth more than others. She likes everybody but they have to take personalities out and look at performance. Selectman Sandler noted that with performance appraisals there is a lot of subjectivity. Selectman Young said it is but that is life. The only place it isn't like that is at the school where everything is even. Chairman Robie said that is how we breed our society today, everything is even. Selectman Young said but it's not so why can't we reward these people who are going above and beyond what is expected and maybe not reward the other ones. As long as it is document she felt they should reward good performance. Chairman Robie pointed out one year you have a benefit pool to pull from and one year you don't. Selectman Komisarek said that was a good point. Selectman Young said they used to have a wage pool - what happened to it. Chairman Robie said it wasn't needed. Accounting and Payroll Clerk doesn't recall ever using it. Selectman Young reiterated they used to have a wage pool. Chief McGillen said he has been here 15 years and doesn't recall ever having one. Selectman Sandler said they don't have control over the future but they do have control over what they do today. He thought they should consider merit increases. They should be considered but he wasn't sure they

were going to get it. Chairman Robie said they only have a few full time employees. Selectman Komisarek asked if a department head could come forward and say they think they are worthy of a raise as well. Chairman Robie said a department head like the Building Inspector has no one over him other than the Selectman liaison. Selectman Chivers said it would up to the liaison to make that call. Chairman Robie asked if he was going to make the call on the police department wages. Selectman Chivers said the department head isn't going to make their own recommendation. Chairman Robie asked how the Building Department is going to do this. What about Chuck? Selectman Chivers said it is up to his liaison and if they feel he is entitled to it. Selectman Sandler said the Selectmen have the final say. Selectman Young felt any Select Person should be able to recommend an increase for any department. Chairman Robie said he is going to recommend an increase for everybody. Selectman Sandler said that is his prerogative. Selectman Chivers thought they should discuss the amount of the COLA and whether our employees should get one across the board. Selectman Young asked if they could have more time on that. Chairman Robie said they are going to make that decision today. *Selectman Sandler moved to give the town employees a COLA of 3%. Seconded by Selectman Chivers.* He noted they need an increase of 3.72% to have parity. There was discussion about COLA's given in previous years. Selectman Young said she was more for merit than for COLA and she understood they are two different things. Her opinion is that 3% is way too high. Selectman Komisarek said the should look at what it takes to live in America and showing respect for the employees they have here and look at what people net out and what it costs to live. He personally is in favor of 3%. When you look at the overall tax rate this is probably in intelligent thing to do. They are paying people and letting them know that they are valued. Selectman Young asked what they had for data from surrounding towns. Selectman Chivers said none. Selectman Young said she would like to see that. Chairman Robie said they've known they were going to do this for over a month. He felt that Candia was kind of unique. Selectman Chivers noted if they are trying to restore parity for 2011 wages they would go with 3.72%, if not they could suggest 2.5%. There was further discussion about COLA's given in previous years. Chairman Robie asked if anyone at parity in the past 10 years, they're not. Selectman Young said that is the point she is trying to make and she would rather have a larger merit number then she would across the board. In the private sector if you're not performing, not only do you not get a raise if your self employed you don't get jobs. If someone is doing a good job let's give merits. Whether you are in the private sector or municipal you are not using the tax payer's money randomly. Selectman Sandler said if they do merits they will have to do the job descriptions over. There was some discussion about the impact on the tax rate. Selectman Komisarek explained if you have a \$300,000 house you taxes will go up \$18 to give our employees a COLA of 3%. *Chairman Robie called for a vote. Selectman Sandler, Selectman Komisarek, Selectman Chivers were in favor and Chairman Robie and Selectman Young were not in favor. Motion carried on a vote of 3 to 2 (3-2-0).* The Board discussed merit increase. Selectman Sandler said there are problems with merit increases, but there are some wins too. If you actually judge people on the job they are doing and their failures through an evaluation based on their job description, it is done in every industry he knows. He knows we are small, but he doesn't like to think about outside he likes to think about Candia on what it does by itself. He doesn't have a problem with a merit increase and he would use it. The only thing he has a problem with is how much money you would put into the account. They have no control what happens in the future but they are making choices today. He felt they should take a course of action on the merit increase. Chairman Robie said you already recommended to the Recycling Center to increase their merit raise by 3%. Selectman Sandler said he misunderstood him. Chairman Robie stated you said a merit raise if it was COLA it would have

been marked as a COLA. Selectman Sandler noted he said 3% increase but he meant 3% COLA. Facility Operator Whitcher said that Selectman Sandler encouraged him to 3% in, but in his mind he put it in as a merit not a COLA. Selectman Sandler said it was a mute issue now. We've handled it. He explained anything over a 3% COLA would be a merit. Chairman Robie said now if they create a merit line and the department head requests a 2% merit increase this employee is going to get a 5% pay increase. He just wanted to be clear on this. Selectman Chivers said if they are going to fund a merit pool, so do they go back to Solid Waste and decrease the budget. Chairman Robie noted that they did that when they started. There was further discussion about merit increases. Chairman Robie said he wasn't going to vote for a 3% COLA knowing that they might vote for a 3% merit raise later. Now that they have done that he is all set on the merit. He would have done it differently. Selectman Komisarek asked if he would have done a 2% COLA and 2% merit. Chairman Robie said he would have given someone a dollar if he thought they were worth a dollar. They could still do that. If they would like to give the full time employee's \$1.00 raise and the part time employees .50 cents he would probably go along with that. Selectman Young said they are competitive with other municipalities. The private sector is paying a lot for taxes. Facility Operator Whitcher noted that SNHPC did a wage study a couple of years ago. He didn't know how outdated it was but they could refer to that. Chairman Robie said we are very competitive and we were on the high end of the average. There was a lengthy discussion about giving the employees raises. It was noted that a 3% COLA is going to add \$24,900. Selectman Young suggested a max of 5% for a merit pool. It was noted that the town's benefits are very good. Selectman Young noted most companies are making the employees pick up some of the cost of insurance because it is so expensive. Facility Operator Whitcher asked if it would be possible to do one or the other each year. When he was originally doing this he just assumed there wouldn't be a COLA which was a mistake on his part. He didn't do it thinking both would be affected. Personally he would rather not have a COLA. He never expected to get both. He said as someone who does review it is tool to correct deficiencies amongst his staff. He never intended to get both so is it possible to do one year COLA and the next merit. As an hourly employee he judges his value by policies that are set forth by the people who run the town. When you do according to review an excellent job year in and year out and you get nothing for that it diminishes your capacity to go above and beyond. Chief McGillen said he would advocate for a COLA. He has appreciated what the Board has been doing, but they can't bind future Boards. If they don't do a COLA and they do a merit for two or three guys and not others it would cause a morale issue. Chairman Robie said this isn't going to work. Selectman Chivers said then let's forget the merit and go with the COLA. Facility Operator Whitcher said no disrespect to the police department but they are on a totally different pay scale. They have matrix system that other town employees are not on, so a COLA might be great for them for all of us that weren't getting raises or increase it should be based on performance. Chairman Robie said the matrix was a ten year plan and some of the officers have reached the top. Selectman Young reiterated you reward good performance and everyone doesn't get a trophy. It's just life. Facility Operator Whitcher said he appreciated the Board discussing this. Selectman Chivers asked if the Board would consider lowering the COLA raise and fund the merit pool. Selectman Sandler felt the employees would be better off with a COLA in the bottom line of their pay checks. A COLA will beat a merit every time. Selectman Young asked if the Board would agree to 1% for COLA and 3% or 4% for merit. Chairman Robie asked if one of the three people that voted for the COLA would like to rescind that discussion and make a motion he would accept that motion. There was discussion about rescinding the motion. Selectman Komisarek motioned to rescind the 3% COLA. Seconded by Selectman Young. Chairman Robie, Selectman Young, Selectman

Komisarek, Selectman Sandler were in favor and Selectman Chivers was opposed. Motion carried on a vote of 4 to 1 (4-1-0). Chairman Robie asked the Board if they wanted to discuss merit or COLA. Selectman Komisarek said they need to discuss them separately. Selectman Chivers said he would discuss a 2% COLA and a 2% investment in the merit wage pool. Selectman Komisarek said that was the number he had in mind. Selectman Young and Selectman Sandler agreed. It was noted that all of the merit line doesn't have to be spent. *Selectman Chivers moved that they give a 2% COLA increase to all town employees and they fund the merit increase pool line by 2% of our payroll. Seconded by Selectman Komisarek.* Selectman Sandler asked what that number was. Chairman Robie said \$32,000 plus taxes. Accounting and Payroll Clerk Becker noted there is retirement added as well. Selectman Chivers explained it is 2.1 cents on the tax rate for every 1% increase. This will have a 9 cent increase on the tax rate, so it would be \$27 per year. This includes taxes and retirement. Chairman Robie said he is going along with this, but he can't see one guy getting a 2% merit raise and another one not. The Chief's vested officers all get the same report and they are all going to be entitled to something and he is going to request it. This is the way it is going to be. Selectman Young asked the Chief if that was accurate. Chairman Robie asked if he had any employees that didn't deserve a merit increase that are off the matrix. Chief McGillen replied no. Selectman Young asked if they deserved it at different levels. Chief McGillen said yes this is why they should have a system that is fair. For example, if one employee gets \$1.00 and another gets .30 cents they are going to wonder why that other employee got more. Selectman Komisarek said so everyone is going to know what the other is getting. Administrative Assistant Hansen noted it is all public record, so any increases will be announce at a public meeting. It's not just the employees talking amongst themselves. Selectman Komisarek said that Chuck said he likes it for his department and it won't be across the Board down there. Chairman Robie said he has two people working for him. Selectman Young thought Chief McGillen would be fair. Selectman Komisarek thought Chief McGillen was more about parity. Chief McGillen said he has had different issues than some of the other departments have had. The matrix plan was put in place for retention, because the department was paying on the lower end of the scale and they were retaining officers. They only have one full time officer on the matrix currently. There was lengthy discussion on how the merit will affect the pay roll. Chairman Robie said they will make it work and adjust accordingly. Selectman Sandler said they are limiting the employees to 2% for a merit increase. Selectman Komisarek said they thing he likes about merit is that it gives you some discretion to make adjustments. Chairman Robie said it really doesn't happen in the public sector. When the State gives employees a raise they all get a raise. When teachers get a raise they all get a raise. Selectman Young said a lot of teachers are against that. Facility Operator Whitcher noted they are all union and we're not. It's not a fair comparison. People in the private sector get raises all of the time, it depends what industry you are in. Chairman Robie said it is about 50/50, nationwide they are almost even. Selectman Komisarek said he doesn't have clarity on this now. Selectman Young said if the Chief doesn't like the idea of a merit raise it doesn't have to be used, but it may be effective down at the recycling center. Bookkeeping was there will be an easy answer coming from somewhere. She was sure they could get an easy answer on that. She would like to move on their intent. Selectman Chivers said the more he hears about the merit pool the more he is inclined to go back to Selectman Sandler's original motion for a 3% COLA. The accounting structure is already in place for that and there is no bickering or arguing. Then if the Board wants to convene sometime to come up with a better administer of merit pool someday. Accounting and Payroll Clerk said they have to do it today if they want to implement it for next year. There was further discussion about merit increases. *Selectman Chivers said he was withdrawing his motion.*

Chairman Robie thought they should negotiate amongst themselves and give everyone a raise on their merit because they have been excellent employees for a number of years and then we give them a cost of living raise. Selectman Komisarek said everyone is going to talk so some employees may feel slighted. Selectman Young disagreed and felt some employees are better than others. Chairman Robie asked why don't have any reports on these people that are so bad. Selectman Young noted she didn't say they were bad just some are better than others. Selectman Chivers said why don't they do an across the board COLA for everybody. Chairman Robie said he is good with that but not at 3%. Selectman Young said she is much more in favor of the COLA in combination with the merit. If they just do COLA she would recommend 2%. Chairman Robie said he would do 2 ½%. Selectman Komisarek said they were at 3% and then 2% and 2% and now we're down to 2 ½%. Selectman Sandler said they should go with 3% and stick with it because it will be looked at again. Selectman Sandler motioned to adopt a 3% COLA for all of the employees. Seconded by Selectman Komisarek. Selectman Komisarek, Selectman Chivers, Selectman Sandler, Chairman Robie were in favor and Selectman Young was opposed. Motion carried on a vote of 4 to 1 (4-1-0).

Selectman Sandler motioned to adjourned at 12:36 p.m. Seconded by Selectman Komisarek. All were in favor. Motion carried.