

~~Unapproved~~ **Approved**
PROPOSED 2010 SELECTMEN'S PUBLIC BUDGET MEETING
Saturday, September 19, 2009

Attendance: Chairman Fred Kelley, Vice-Chair Rick Lazott, Selectman Dick Snow, Selectman Joe Duarte, Selectman Carleton Robie, Selectmen's Assistant Cheryl Eastman, and Administrative Assistant Andria Hansen.

9:00 a.m. Chairman Kelley opened the Public Meeting and immediately followed with the Pledge of Allegiance.

Budget Committee: Selectman Robie motioned to accept the Budget Committee's budget as submitted. Seconded by Selectman Lazott. All were in favor. Motion carried.

Heritage Commission: Selectman Lazott motioned to accept the Heritage Commission's budget as presented. Seconded by Selectman Robie. All were in favor. Motion carried.

Zoning Board of Adjustment: Selectman Snow thought there should be money in the ZBA's budget for the person who takes their minutes. Selectman Lazott replied she can't breakout her time. She would have to log her time when she did any work for the ZBA, Planning Board, Building Inspector, or Fire Department. It will only create more paperwork. Selectman Snow still felt they should charge the time to the ZBA for Sharon to take the minutes. Selectman Robie noted that was already figured into to her time in the Land Use Office. Selectman Lazott motioned to accept the Zoning Board of Adjustment's budget as submitted. Seconded by Selectman Robie. All were in favor. Motion carried.

Planning Board: Selectman Robie asked why there was a 5.6% increase. Selectman Duarte explained they have some new members who need to attend classes. Selectman Lazott motioned to accept the Planning Board's budget as presented. Seconded by Selectman Duarte. All were in favor. Motion carried.

Treasurer: It was noted the budget submitted was the same as last years. Selectman Lazott motioned to accept the Treasurer's budget as presented. Seconded by Selectman Robie. All were in favor. Motion carried.

Trustee of the Trust Funds: Selectman Snow noted there was an increase on the postage line. Selectman Lazott motioned to accept the Trustee of the Trust Funds budget as presented. Seconded by Selectman Duarte. All were in favor. Motion carried.

Emergency Management: Selectmen's Assistant Eastman noted that it's the same budget as last year. Selectman Robie thought they should take the FIT testing line out of the budget. He felt there wasn't going to be any chemical warfare in Candia. Selectman Snow replied the masks would also be used for the flu. Selectman Robie stated the

masks would only be used for chemical warfare. Fire Chief Cartier noted they would be doing FIT tests next month at the Fire Department. He clarified that the N95 masks are not for chemical war, but for viral and biological reasons. It's recommended that all emergency personnel wear them. The amount for the FIT testing would be covering the Police Officers, Emergency Management Director Panit or anyone who would be maintaining services for the Town. Selectman Robie stated they have had that line budgeted since he's been a Selectman and they haven't done anything with it. Selectman Duarte felt if this is tied in with Emergency Management and it's going to cover other departments as well; it would be silly for them to cut the line. In addition, if there is FIT testing scheduled for October they shouldn't cut the line. Chief McGillen mentioned they had tried to schedule something in the past, but it was cancelled and never rescheduled. He noted that he would like to speak with EM Director Panit about doing FIT testing. Selectman Robie stated if no one pursues this than nothing will happen. Selectman Lazott stated he would like to get some clarification on this EM Director Panit i.e. what departments does the \$1,650 cover. He noted that the Surgeon General has stated this is going to be a bad flu season. Selectman Robie stated they need to be proactive instead of reactive. Selectman Duarte motioned to accept the Emergency Management budget as presented. Seconded by Selectman Lazott. Chairman Kelley, Selectman Duarte, Selectman Snow, and Selectman Lazott were in favor and Selectman Robie abstained. Motion carried on a vote of 4 to 1.

Animal Control: Selectman Robie questioned the gasoline line and felt they should reduce it another \$400. Chief McGillen noted the price of gas could increase. Selectman Lazott motioned to accept the Animal Control budget as presented. Seconded by Selectman Robie. All were in favor. Motion carried.

Ambulance: Selectman Robie motioned to accept the Ambulance budget as presented. Seconded by Selectman Duarte. All were in favor. Motion carried.

Advertising & Regional Assoc.: Selectman Duarte stated he didn't see Candia getting much benefit from this. Selectman Lazott agreed and felt small Town's aren't getting much from this. Selectman Snow stated SNHPC helps with the changes to the Planning and Zoning documents. Road Agent Lewis felt they get a lot from SNHPC. They help with Planning/Zoning and conservation. He explained they come to a lot of the meetings and felt they were valuable. The Town might not get a lot with economic development, because they steer towards bigger towns and cities. Selectman Duarte stated they get grants for a lot of work the Planning Board does and felt they could cut this out of the budget. There was some discussion about where the CTAP funds came from. Selectman Robie motioned to leave this line in the budget and they revisit this next year. Seconded by Selectman Lazott. All were in favor. Motion carried.

Legal Expenses: Selectman Lazott motioned to accept the Legal Expenses budget as presented. Seconded by Chairman Kelley. All were in favor. Motion carried.

Property Appraisal: Chairman Kelley motioned to accept the Property Appraisal budget as presented. Seconded by Selectman Lazott. All were in favor. Motion carried.

Street Lighting: Selectman Snow asked if they were looking at the lights on a regular basis. Chairman Kelley stated he's working on this and that public service sent him a list of every light and pole in Town. Selectman Lazott motioned to approve the Street Lighting budget as presented. Seconded by Selectman Robie. All were in favor. Motion carried.

Tax Collector: Tax Collector Sanders explained that postage continues to increase. There was some discussion about the increase in the Tax Collector fee line. Selectman Robie motioned to accept the Tax Collector's budget as presented. Seconded by Selectman Lazott. All were in favor. Motion carried.

Conservation Commission: Selectman Lazott questioned why the secretary and administration lines had increased. Selectman Robie noted the Conservation Commission has been working on some big projects, so it will take more time to get them done. Conservation Commission Chair Susan Wilderman explained the administration covers dues that are necessary for the commission to function. Selectman Robie motioned to accept the Conservation Commission's budget as presented. Seconded by Selectman Duarte. All were in favor. Motion carried.

Election Administration: Town Clerk Chris Dupere explained there are 3 elections next year. Selectman Robie explained there was one election last year and they were on a default budget, so the number on the 2009 budget shows up as \$11,542. The default budget didn't pick up on that number. He felt they should be aware of this. Selectman Lazott motioned to accept the Election Administration budget as proposed. Seconded by Selectman Duarte. All were in favor. Motion carried.

Election/Voter Registration: Selectman Snow motioned to accept the Election/Voter Registration budget as presented. Seconded by Selectman Robie. All were in favor. Motion carried.

Town Clerk: Town Clerk Dupere explained the E-reg line has increased, because they've added dog licenses. It's at no cost to the Town. She has to budget for the convenience fees, because they have to be paid. Selectman Robie motioned to accept the Town Clerk's budget as presented. Seconded by Selectman Lazott. All were in favor. Motion carried.

Principle – Long Term Bonds: Selectman Lazott motioned to accept the budgeted amount for Principle – Long Term Bonds as presented. Seconded by Selectman Robie. All were in favor. Motion carried.

Other Culture & Recreation: Selectman Snow referred to his handout and noted he didn't include the Pond Park because Selectman Robie oversees it. **Ski program:** Selectman Robie stated it looks like the only thing they are funding is the ski program and some supplies. Chairman Kelley and Selectman Lazott thought they weren't doing a ski program. Selectman Robie noted the money does come back. Selectman Snow replied in 2008 thing didn't get reimbursed anywhere near the cost to do it. He further

noted the amount that is budgeted has increased slightly, because of the cost of transportation has to be the equivalent for what the program charges for fees. Selectman Snow stated his expectation is whatever is paid out comes back in fees. Selectman Lazott asked if there was anyway to enforce that. Selectman Snow replied it would be hard, because the people who run the program are volunteers. Selectman Robie asked if they were going to run the ski program and questioned the amount of the field trips & events line (\$1,700). Selectman Robie asked if they had someone who was going to run the field trips and events. Selectman Snow replied that's part of the summer recreation program. He would like to do the same thing next year, but offer it earlier in the year. It didn't go last year, because there are competing summer recreation programs i.e. the Manchester YMCA. They require people to sign up and pay in December. Selectman Snow stated he wants to offer the program again this year, but he has to have money in the budget. The \$1,700 is for the field trips they would be taking based on what he discussed with the contractor last year. Selectman Robie stated if M & C is interested let them start in December and appropriate their own money. Selectman Snow replied he would like to offer an opportunity for the people to get involved in the program and have the Town pay for the expenses of outside events. The program itself would cost \$100 per week collected by the contractor. There are additional expenses he would like the Town to pay for to make it better for the people in Town. It would be nice to have a program that is local. He felt they should pay the \$1,700 plus the cost of transportation, which is minimal. Selectman Duarte asked who has been paying for the field trips and events. Selectman Snow replied that they didn't do any last year. Selectman Duarte asked if the Moore School does any summer field trips. If so he felt they have more money to do them and didn't think the entire community should have to fund these trips. Selectman Snow stated they worked on this last year and didn't want to limit the program to Candia residents. Selectman Duarte stated he couldn't go along with it. Selectman Robie stated he could go along with the ski program because it has worked in the past. He's not in favor of running field trips for the summer recreation program for an independent contractor. Selectman Duarte stated he wasn't sure the taxpayers would be happy with this. There was more discussion on the summer recreation program. Chairman Kelley noted the CYAA runs programs every summer. Supervisor of Checklist Candice Stamatellos asked if there was a print out that shows a ratio of how many residents from Candia took advantage of the summer rec program and how many from out of town did. Chairman Kelley stated he didn't know. Candice Stamatellos explained that in years past she heard that Candia residents weren't able to get in when children from other towns were able to. Chairman Kelley noted that one year there were quite a few Raymond children participating in the program. Selectman Duarte stated to be fair to the taxpayers they should put in a warrant article. There was discussion about putting this in as a warrant article. Selectman Snow suggested dropping the transportation to rec events to \$1.00. If they put this in as a warrant article they are sending the message that this issue won't be clear until March. Most parents need to make a decision in December on what they will be doing with their children in the summer. Selectman Robie motioned to leave the summer rec supplies line at \$4,000, ski program line at \$1,600, and the rest of the lines at \$1.00. Seconded by Chairman Kelley. All were in favor. Motion carried.

Parks & Recreation: After some discussion the Board made some changes to the parks and recreation line. They increased the maintenance line from \$0 to \$450 (Pond Park), increase the mowing line (Pond Park) from \$0 to \$450, and increase the electricity line (Pond Park) from \$0 to \$300 for a total increase of \$1,200. Selectman Duarte motioned to increase the proposed Parks & Recreation budget by \$1,200. Seconded by Selectman Lazott. All were in favor. Motion carried.

Welfare: Selectman Robie questioned the 50 % increase on the stipend line. Welfare Director Donna DelRosso explained in the past month and a half she has had an incredible amount of cases. She explained in the past it has been 5 to 6 hours per week, since she started it's been more like 12 to 15 hours per week. Welfare Director DelRosso explained they have been time consuming cases, where it's not just a matter of making a couple of phone calls. There has been a lot of time involved. Selectman Robie stated he appreciates the Welfare Department, so don't take offense to what he is about to say. He noted the job has increased from 5-6 hours to 12-15 hour. At 15 hours per week it works out to be \$20.00 per hour. Welfare Director DelRosso replied she wasn't aware of how much the breakdown was, but noted she is now paid weekly instead of quarterly. Selectman Robie noted if she currently works 10 hours per week at \$200 per week that works out to be \$20.00 per hour (current yearly stipend of \$10,000). Selectman Robie further noted if she is working 15 hours per week a \$15 or \$16 (per hour) wage is acceptable. Welfare Director DelRosso replied if she is making \$147.00 per week at 15 hours per week, she's only making \$9.00 or \$10.00 (per hour). Selectman Robie pointed out that with a \$10,000 yearly stipend, she's making \$192.00 per week. Selectmen's Assistant Eastman noted the fact that they switched it from a quarterly stipend to a weekly stipend might have changed things a little. Selectman Robie mentioned that they have taken away the Health part of the Health and Welfare position. Selectman Robie asked the Board if they wanted to increase the Welfare Director's stipend by \$100 per week. Selectman Lazott suggested bumping up the stipend by \$2,000 instead of \$5,000. Selectman Snow stated the Health and Welfare Department has been under funded for years. He further stated every dollar they spend on Welfare Director DelRosso to work at reducing the direct assistance line is worth it. The \$15,000 is a cheap price to pay. There was brief discussion on direct assistance. Selectman Robie stated as of 8/28/09 they have expended \$20,000 out of the direct assistance line. Selectman Snow replied that was a result of the efforts of the Welfare Director. Selectman Robie noted the Welfare Officer was working out of the Selectmen's Office until Welfare Director DelRosso was appointed in August. He felt they did well on holding the line for direct assistance. Selectman Robie further stated that \$200 per week was a sufficient amount of money to do the job. Welfare Director DelRosso replied that she really didn't agree, because she is already seeing an increase in her case loads (from 20 to 50 cases). It's everything from fuel bills to electricity. Selectman Robie stated if you are seeing that much of an increase why haven't we increased the direct assistance line. Selectman Lazott stated they did increase the direct assistance line. He further stated this year they have seen a lot more activity in the past three months than in previous years. Selectmen's Assistant Eastman agreed there has been an increase in people applying in August. Chairman Kelley stated right now they have people filling out the proper paperwork and some people don't qualify. Selectman Lazott pointed out that they are getting better at sending people to

other agencies. He noted it still takes administrative time to do this. Selectman Lazott further noted that compared to other Town's they have been grossly under funded. Candice Stamatellos stated when it's called a stipend isn't it also know as a wage line and aren't they talking about her personal compensation. She thought they were trying to come up with an average amount of a stipend spread over a certain period of time. Selectman Robie replied that's what he did. Selectman Snow stated they aren't budgeting for an hourly wage, they are budgeting in case she has to double her hours. Selectman Robie stated they now pay Welfare Director DelRosso on a weekly basis. She will make the same amount of money whether she works 5 hours or 25 hours in a week. Selectman Snow felt that \$15,000 wasn't an exorbitant amount for the amount of time she's going to have to put in for the next year. Welfare Director DelRosso stated from now until after Christmas she will be working a lot of hours. Selectman Robie replied next summer there would be fewer hours you'll be have to deal with it. He added if Welfare Director DelRosso wants to go to an hourly rate the Board can discuss it and decide on an amount. Selectman Lazott suggested gathering some information from surrounding towns. Welfare Director DelRosso stated there are many variables to consider (how many clients they have, how many hours worked, etc.). Selectman Snow noted there is no way of quantifying what the Welfare Director saves us. He felt that she is worth the \$15,000. Chairman Kelley stated that wasn't the question. Selectman Robie stated if they pay her \$15,000 at 12 to 15 hours per week, she'd be one of the highest paid employees in Candia. Selectman Snow replied then she's working half time for half the money. She would be making about half of what the Deerfield Welfare Director makes and working half the time. Selectman Robie replied not to be so sure about everything you read. Selectman Lazott noted the Northwood Welfare Director is making \$18.34 per hour at 15 hours per week which comes out to be \$275. He noted you can look at other towns the same size, but some have a much bigger tax base. Selectman Duarte stated they should compare the pay to what other town employees are making. Chairman Kelley noted that \$15.00 per hour isn't a bad pay scale. Selectman Robie stated he would like to keep the stipend at \$10,000. Selectman Snow asked if they could compromise at \$12,500. He added if they don't like this maybe they should discuss an hourly wage. Selectman Robie replied they have many positions in town that are paid stipends and it's worked out fine. Selectman Snow stated then let's go with the \$12,500. Selectman Robie noted none of the other elected officials have asked for an increase in their stipends. Selectman Lazott suggested going with \$12,000 and see how her hours shake out. There was some discussion on the Welfare Director DelRosso's pay and the hours she has already put. Selectman Robie stated she has come in at the beginning of a busy season. Welfare Director DelRosso stated she has been inundated with involved cases. Selectman Robie replied he understood that, but she will be making an extra \$50.00 per week as of January 1st. Welfare Director DelRosso stated it would be hard to predict what her case load is going to be. She noted it would get more involved as they get closer to the holidays. Selectman Robie stated there are a lot of volunteers who will help lighten her work load. This community is very generous when someone needs help. In addition, the office is more than willing to help her out when she needs it. Selectman Lazott noted that the previous Welfare Director spent up to 40 hours per week working during the holiday season. The time has never really been accounted for. He thought the stipend has been under funded. Selectman Snow noted they are limiting the amount

hours Welfare Director DelRosso would work. Road Agent Lewis stated everyone knows the reason they have stipends is because the job doesn't pay a decent hourly wage. These jobs were never meant to be paid an hourly amount. The Board needs to make a decision to pay hourly or keep it as a stipend and forget about the hourly compensation. Road Agent Lewis explained they are trying to justify a job that's never been calculated per hour. There needs to be some give and take to make it work. Chairman Kelley stated as a Selectman you can't think of the job as a paycheck. Road Agent Lewis stated a decision should be made one way or another. Selectman Lazott thought the last time they increased the Welfare Director's stipend was 4 or 5 years ago. Welfare Director DelRosso asked if there were any other departments that have not received an increase in stipend over the past 4 to 5 years. Selectman Robie stated none of the departments (with stipends) have seen a raise. Selectman Snow motioned to reduce the proposed stipend from \$15,000 to \$12,500. Seconded by Selectman Lazott. Selectman Lazott and Selectman Snow were in favor. Chairman Kelley, Selectman Robie, and Selectman Duarte were opposed. Motion failed on a vote of 3 opposed and 2 in favor. Selectman Duarte motioned to reduce the proposed stipend from \$15,000 to \$11,000. Seconded by Chairman Kelley. Chairman Kelley, Selectman Duarte, Selectman Snow, and Selectman Lazott were in favor. Selectman Robie abstained. Motion carried on a vote of 4 to 1. Chairman Kelley motioned to accept the Welfare budget as amended. Seconded by Selectman Lazott. All were in favor. Motion carried.

Health Officer: Selectman Lazott noted that \$300 was moved over for protective clothing from the Welfare budget. Selectman Lazott stated that he would like decrease the \$20,000 to \$600 (for the application) in the insect born disease control line. He noted that he is proposing two separate warrant articles next year for insect control. He noted the lab fees were factored into the budget just incase an animal dies in which the Town will have to test it. The State doesn't always reimburse the Town. Selectman Robie stated the only animals that should be tested are farm animals' not wild ones. Selectman Lazott replied they both should and it's been done in the past. He noted this year because of the incidence rate they aren't testing the birds. Selectman Snow stated the money could also be used for rabies testing. Chief McGillen noted they just had an animal tested for rabies and NH Fish and Game took care of it. There was further discussion about the testing. It was decided to remove the insect born disease control line and add a spraying application fee line with \$600 budgeted. It was the consensus of the Board to leave the Health Officer's budget open until Selectman Lazott gets further clarification.

Highway: Road Agent Lewis explained he put in for the same budget as last year. He noted the increases were strictly on costs (i.e. sand, salt, etc.). He put a \$1.00 in the storm repair line to keep it open. Road Agent Lewis explained there was one line missing and it has been moved, the workmen's comp line (budgeted for \$3,000). The line is based on \$11.00 of everyone's pay. He explained all of his guys own and drive their own truck, so you can't get workmen's compensation on yourself. You can buy the policy, but it won't cover the actual person. Road Agent Lewis noted it's either that or the Town buys all of its own trucks and hires Highway Department employees. He explained this line has been moved to the Town's insurance line. It appeared in his budget up until last year. There was further discussion on workmen's comp. Selectman

Robie motioned to accept the Highway Departments budget as presented. Seconded by Chairman Kelley. All were in favor. Motion carried.

Fire Department: Fire Chief Cartier pointed out that he doesn't receive any stipend. He noted Candia is one of the last Town's that does not pay a stipend to the Fire Chief. Fire Chief Cartier explained that he wasn't looking for a stipend this year. He presented the Board with a handout of the Fire Department's historical expenditures (see attached). He noted the Budget Committee really can't grasp the concept of what the Fire Department spends. Fire Chief Cartier explained the Associations plan to try to offset the cost of any large purchase is do a cost share. They can do a warrant article for this. He went on to review the attached handouts. Selectman Snow thought the information Fire Chief Cartier provided be in the town report. He thought the information was relevant and it allows the taxpayers to see what's happening with the services provided by the Fire Department. Fire Chief Cartier stated that given the financial situation their in this year there is still a fifty percent increase from fund raising. Selectman Robie commended Fire Chief Cartier on trying to level fund his budget and appreciated the effort. Selectman Robie motioned to accept the Fire Departments budget as submitted. Seconded by Selectman Duarte. All were in favor. Motion carried.

Forestry: Chairman Kelley motioned to accept the forestry budget as submitted. Seconded by Selectman Lazott. All were in favor. Motion carried.

Police: Chief McGillen explained he figured a 6% COLA for the officers and his COLA at 4%. He noted these lines could be adjusted. There was an increase on the retirement line of 21%. Chief McGillen discussed some pending maintenance on cruisers and explained he would be over expended on this line. The computer line has increased. Selectman Robie questioned why the retirement line has increased. Chief McGillen replied the State is mandating that to the Town. The Town gets mandated a certain amount, which is 12% and was increasing in 2010. There was discussion about the state retirement plan. The Board discussed the cruiser maintenance line. Selectman Lazott noted they kept a new cruiser in the budget, because it's better to buy one per year. Selectman Robie stated he was opposed to a new cruiser last year and is opposed to one this year. He has done some research on the town's budget and if they go at this flow they'll have a projected \$105,000 remaining in the annual budget. Selectman Robie explained they should set aside \$50,000 for the Highway Department for November and December (for plowing). This would leave a projected \$55,000. If it shouldn't snow in November and December they should buy a cruiser out of this year's budget. Selectman Lazott agreed with this although it's never been done this way. Selectman Robie stated he will support buying a cruiser up until January, but after he will not. He further stated the office needs some computers, so he would like to see some of these items bought before January. Selectman Robie stated they were going to approve this budgets today looking at his projected 4.6%. If they keep going at this pace they will probably be able to buy a cruiser by the end of the year. Selectman Snow stated he agreed with Selectman Robie and his stipend is sitting in the budget as a buffer. He will make the decision as of December 29th if he will take his stipend or not based on what they do. When he looks at the projected number there were some holes. Selectman Robie replied this is his research

and the numbers are filled in. This projected budget is very realistic. Selectman Lazott asked if there was something that was deferred for this cushion. Selectman Robie replied it could be addressed. Selectman Duarte commended Selectman Robie on his suggestion. There was further discussion on the budget. Chief McGillen mentioned part time officer vacancies and noted he only has one part officer working. He would like to revisit filling a part time position. Chief McGillen explained the officer's who have working for the Town for many years time are accruing quite a bit of vacation time. He would like to hire some part time officers to fill in for vacation time. The advantage is they don't get overtime and they don't get retirement. This would save the Town money. Selectman Robie stated they could discuss this further. Selectman Lazott motioned to accept the Police budget as submitted. Seconded by Chairman Kelley. All were in favor. Motion carried.

Building Inspector: Chairman Kelley asked why the Building Inspector was going back to 40 hours. Selectman Lazott thought it was due to the possibility of his workload increasing. He felt at this point in time his hours should stay at 36 hours per week. Selectman Snow mentioned that BI Hallock has taken on the responsibility of Health Officer and questioned if he can do the job in 36 hours. Selectman Robie stated he appreciated the job BI Hallock does but felt the job could be done in less than 36 hours. After some discussion it was discussed that they would decrease the proposed Building Inspector wage line from \$56,536.00 to \$50,881. Selectman Lazott agreed with this approach. He noted the social security, Medicare, and retirement line would drop as well. Selectman Lazott noted BI Hallock has been holding off on the clothing allowance. There was some discussion on the clothing allowance. Selectman Duarte noted BI Hallock's clothing is similar to a uniform. Selectman Snow asked when BI Hallock was hired was the clothing allowance included. Selectman Lazott stated that if he has clearly marked shirts it helps the residents identify him. Chairman Kelley stated it was decided when they hired BI Hallock that he would wear something identifying him as a town employee. Selectman Snow stated it would be silly to get rid of this line. Selectman Duarte motioned to accept the Building Inspector's budget as amended. Seconded by Selectman Lazott. All were in favor. Motion carried.

Audit: Selectman Lazott motioned to accept the auditing services budget as presented. Seconded by Chairman Kelley. Chairman Kelley, Selectman Robie, Selectman Duarte, Selectman Lazott were in favor and Selectman Snow abstained. Motion carried on a vote of 4 to 1.

Cemetery: Selectman Lazott asked if any anticipate revenues go back into the general fund. Selectman Snow replied it depends on what you are talking about. The money that comes from the Trustee of the Trust funds is allocated only to the use for which the trust was created. The money is available to the superintendent of cemeteries to use without being in the budget. This creates a problem, because how do the people know that there is in fact money to be expended for the cemeteries. Selectman Robie asked what trust funds was he talking about. Selectman Snow replied perpetual care trust funds. Selectman Robie questioned if they really generated \$3,500 per year. Selectman Snow replied they used to do \$8,000 to \$12,000 per year. He noted you can find this in the

intergovernmental transfers. Selectman Robie asked where does the money go that the Trust Fund is generating. Selectman Snow thought it went into the general fund. He noted there is a Moore Highway Fund which generated about \$12,000. This is for the Highway Department and it goes into the general revenues. Selectman Lazott thought there was a discrepancy in the past on this issue. Selectman Robie stated he only sees actual and anticipated revenues for 2008 and 2009. Selectman Lazott thought they were supposed to be talking about the wage line. Selectmen's Assistant Eastman pointed out they are talking about the interest of trust funds line. Selectman Robie noted it was \$18,000 in 2008 and it went down to \$7,500 in 2009. Selectman Snow replied it was estimated and it might not be accurate. Selectman Robie suggested not adding money to the cemeteries on protected income that no one knows what it will be. Selectman Snow stated they can reduce the wage line by the \$3,500 and when the \$3,500 does come in it would be treated like the FEMA funds. It would be expended for the wages and the costs of the cemetery and you'll see an over expenditure. Selectman Lazott replied he would like to talk with the DRA about that. Selectman Robie stated it should be set up in a special account and Selectmen's Assistant Eastman would have to separate it out. Selectman Snow replied that would be fine however they need to account for it. Selectman Lazott reiterated that he would like to talk with the DRA about it. Selectman Robie thought it was income from trust funds and all lumped together and that's the way they should keep it. Selectman Snow stated he didn't disagree and it's an accounting tool. The reason that it's given to the Town is because the Town presented vouchers to the Trustees of the Trust funds that say they have expended the money. The Trustees make a decision as to whether that corresponds to the trust. Selectman Snow explained in 1927 Henry Moore said "I'm going to give you some money", the interest from that trust is available to the Town to help with road maintenance and it can only be used for that purpose. The Town puts it in their general revenue and uses it to reduce taxes. For example, theoretically you have already spend \$300,000 on your roads, obviously you have spent it and then the Trustees say that sounds reasonable. Someone comes along and says you really didn't use it on the roads, and then the Trustees of the Trust funds say you can't have that interest. It would be the same for perpetual care. There are a number of different funds such as scholarships. They are only paid out in accordance with there trust instruments. So, you have available to the cemetery and to the roads income that comes in to the Trustees of the Trust funds. It comes in as intergovernmental transfers, how we get that to the Road Agent and the cemeteries is immaterial to him. Selectman Snow stated they should have money for Road Agent Lewis at the end of the year that does not have to be appropriated, because the statute says it doesn't have to be. Selectmen's Assistant Eastman pointed out as far as the budget goes they are just looking at expenditures. Selectman Snow stated the problem that he has is with the way that we account and develop budgets. We have a budget that is raised and appropriated for the cemetery that comes out of the taxpayers, if the cemetery spends more money based on the revenue based on the money that came in from FEMA or Trustees of Trust funds that becomes an additional expenditure over and above the appropriations. How do we explain the FEMA money? This is an accounting thing and he doesn't have an answer for this. Selectman Lazott stated from all the discussions he has had with DRA, the only division that is allowed to receive money in and put it towards their budget is the Planning Board. Selectman Snow stated there is a bunch of others that receive money i.e.

Conservation Commission. Selectmen's Assistant Eastman explained the funds don't get put back into the operating budget, you have your expenses and revenues and the funds coming into the revenues may be a wash, but they are separate. Selectman Snow asked how the FEMA money was handled last year. Selectmen's Assistant Eastman explained the money came in and increased their revenue. Selectman Lazott motioned to forget discussing the \$3,500 and review the rest of Cemeteries budget. He wanted to discuss the \$9,500 increase to the budget. Selectman Snow stated he would give the reason of why the budget increased. The first one is they don't have enough hours at the present time. The way they budget for the Cemetery is they say there is a 1,000 hours they are going to use. They use \$15.00 as an hourly rate times the 1,000 hours times three people. The way they spend it is based on the individual who is working. They have individuals being paid \$18.50, \$16.50, and \$12.50. They take that money transfer it into hours and they work based on that. When they run out of hours they stop working. They allocate that over the year. Selectman Snow explained there are not enough hours at the present time to be able to adequately take care of the cemetery. So, we talked about increasing the numbers from 1,000 to 1,300. The other two things is the people that they hired are at different wage rates. One is being paid more money because he provides his own equipment, not the best way of doing things. Selectman Snow stated he is comfortable with it based on the individual and they way things work over there. This individual has indicated he spent \$650 last year for more equipment of his own. He would like a \$2.00 increase in his hourly rate. Selectman Snow suggested increasing the wages of the guy on the low end. Selectman Snow noted they would be making adjustments to two individuals' wages and increasing the hours. He offset this by the extra \$3,500 available to the cemetery. This is where the wage line came from. Selectman Lazott asked how much the individual who wants the \$2.00 increase currently making. Selectman Snow replied he is currently making \$18.50. He further noted that he wasn't using names, because they would have to go into a non-public. Selectman Lazott stated wages are public information. Selectman Duarte asked why the equipment line went from \$1,000 to \$5,000. Selectman Snow stated you have an individual we are paying \$18.50 and wants to go to \$20.50. He is providing the entity of equipment that we use that will cost us \$5,000. We can buy a commercial piece of equipment with a municipal discount for \$5,000. Selectman Duarte asked if they would get rid of the other guy's equipment. Selectman Snow replied you could and if you did then we would need to adjust his wages. He was not talking about that right now. Chairman Kelley asked what type of equipment they were talking about. Selectman Snow explained they are talking about a zero turn lawn mower, which is currently being use. This saves time on labor. They could spend the \$5,000 this year or they could put in a warrant article for capital reserve fund and put half in this year and half in next year. It will become an ongoing thing and they buy equipment for the cemetery over time. This is an option, so they can change the \$5,000 back to \$1,000. Selectman Lazott stated they should put in a warrant article for \$4,000 and it would be a one time thing. Selectman Robie thought buy the used equipment was a good thing. Selectman Robie thought the cemetery budget for 2009 and thought there was plenty of money to get the job done. He felt if Selectman Snow wanted to give the cemetery employees a raise then give them one that is moderate to what everyone else gets. He further stated he appreciated the neatness of the Holbrook Cemetery, but after August 15th the grass doesn't need to be cut every week. Selectman

Snow explained what if you have an individual who wants a \$2.00 increase and you say no and he leaves what does that do to your operation. Selectman Robie replied he didn't say not to give him a raise. Selectman Lazott noted a pay increase is the Board's decision. Selectman Robie noted they gave Mr. Anderson permission to do this last year. Selectman Lazott added as a Board. Selectman Robie noted if they give a pay increase they will have to reduce the hours. He felt there was a significant amount of hours to get the work done with a raise. There was discussion about the project expenses. *Selectman Duarte motioned to approve this budget with last years figures. Seconded by Selectman Robie.* There was some discussion about some of the lines within this budget. Selectman Lazott questioned why they need the \$3,500. Selectman Snow explained the \$3,500 is in there for Road Agent Lewis to build a road in Holbrook. He didn't do it last and will be doing it this year. He agreed on waiting until the end of the year to spend the money. He noted that if the Board accepts the fact that's the way he is doing business and they have any level of faith, they will spend everything in the budget. He noted come the end of the year and they have money left he is going to buy a zero turn lawn mower. Selectman Robie replied no your not. Selectman Lazott added not without the Board's approval. Selectman Snow noted the wage line is going to go over. Selectman Robie suggested taking it out of the maintenance line. There was some further discussion on this budget. Selectman Snow noted they will run the cemetery budget next year until they run out of money and then they will stop. Selectman Robie replied why would it be any this year than last year. Selectman Snow stated they will over run the wage line. Selectman Lazott mentioned since brushing hauling was paid on contract, why don't they move the money to the wage line. Selectman Snow noted they would have to hire a tree service. Selectman Robie stated they have been talking about the trees for three years, there not going anywhere. Chairman Kelly called for a vote. *Selectman Snow was opposed to Selectman Duarte's previous motion. Chairman Kelley, Selectman Robie, Selectman Duarte, and Selectman Lazott were in favor. Motion carried on a vote of 4 to 1.* Selectman Snow noted they will not be able to run the cemetery on this budget.

Insurance: Selectmen's Assistant Eastman noted the office hasn't received any figures yet. It was the consensus of the Board to table this discussion.

Solid Waste: Selectman Duarte thought there would be a 20% decrease from last year's budget. Selectman Lazott asked why there was an increase on the internet service. It was noted Facility Operator Witcher was recently set up for internet service so he could have email. Selectman Robie reviewed the budget. He felt the landfill disposal line could be reduced. Selectman Robie felt this budget was high. He would like to see the 2009 budget amount of \$371,139 reduced by \$40,000. Selectman Kelley mentioned the used bailer and having problems with it. He noted due to the problems with it \$5,000 has been budgeted for repairs. Selectman Duarte felt Facility Operator Witcher has followed up on this, but he would find out. Selectman Snow asked if there was any warranty on this piece of equipment. If the Town has no warranty the minute that vendor sells it, the town has no recourse. Chairman Kelley stated he didn't agree with the disposal of recyclables line at \$5,000. Selectman Duarte felt they could store some of this stuff. Selectman Robie felt this budget is \$40,000 fat. He felt they needed to find the money to move around to make the budget come out right. He noted any money left

over could go to the general reserve fund. Selectman Robie questioned the new account lines and whether they were needed. Selectman Duarte thought the budget was going to be reduced by \$20,000, but it was only \$2,200. Selectman Robie thought maybe there was a mistake. Selectman Lazott suggested splitting the difference at \$350,000. There was some discussion on the haulers. Selectman Duarte mentioned another concern he had was if some of the items become un-recyclable. He further noted it's very expensive to haul trash and they're getting less money for it now. He felt they could reach a happy medium. Selectman Duarte reiterated if some of this trash becomes un-recyclable there is only so much they can store at the Recycling Center. Chairman Kelley agreed and felt they were currently storing too much. Selectman Snow replied that was a management problem. They need to find a place to store it. Chairman Kelley replied they were not going to pay someone to store the trash. He noted the Solid Waste Committee is currently looking at 3 haulers. The hauling company they currently have charges them rental on everything. They are looking at 2 companies that will not charge a rental fee and the hauling price is a little better. There further discussion on haulers and reducing the landfill disposal line. Chairman Kelley mentioned they were looking for a place down at the Recycling Center to store a container. Chairman Kelley noted he was in the process of looking into clean fill. There was discussion about reducing the bottom line. After some discussion it was decided to reduce the bottom line from \$368,920 to \$341,000. *Selectman Lazott motioned to approve the Solid Waste proposed budget for \$341,000 (reduced from the proposed amount of \$368,920). Seconded by Chairman Kelley. Chairman Kelley, Selectman Robie, Selectman Snow, and Selectman Lazott were in favor. Selectman Duarte abstained. Motion carried on a vote of 4 to 1.* Selectman Robie asked for further information on the Facility O & M line and the Special Projects line. Chairman Kelley explained the special projects line was budgeted for ice jacks and gutters, which will stop ice from sliding off the building. Selectmen's Assistant Eastman asked which lines she would be taking the money from to make it \$341,000. Selectman Robie replied Facility Operator Whitcher would have to rework his budget. Selectman Snow noted he would like to set up a revolving fund for the Recycling Center. He noted he would bring it to the Board; it might be a citizen's petition warrant article.

Town Building Expenses: Chairman Kelley explained he is currently in the process of getting three bids for custodial services. He noted the entire increase for this budget was \$500. Selectman Robie noted the roof would need to be replaced at some point. Selectman Snow replied there was a building maintenance expendable trust. He further explained this has nothing to do with the one from 1988, there was one passed in the last 5 to 10 years. Selectman Lazott mentioned they need a sign for in front of the town building for important postings. There was further discussion on a sign. Selectman Snow found information in regards to the building maintenance. He noted a warrant article was passed in 2008 in the amount of \$3,500 for building maintenance. Selectman Robie motioned to accept the Town Building Expense budget with a \$500 increase. Seconded by Selectman Lazott. All were in favor. Motion carried. Selectman Robie stated he would look into getting signage and the redoing the roof.

Town Office Expenses: Selectmen's Assistant Eastman noted she would like to propose a 3% COLA for Selectmen's Administrative Assistant Andria Hansen. Chairman Kelley

noted they researched it and the money is there. Selectman Snow asked if there was a wage matrix. Selectman Lazott replied the LGC could do one for a fee. Selectman Robie wasn't in favor of doing a wage matrix. Chairman Kelley felt a 3% COLA was enough. There was discussion about purchasing new computers. Selectman Lazott motioned to accept the proposed Town Office Expenses budget as presented. Seconded by Selectman Duarte. Selectman Robie, Selectman Duarte, Selectman Snow, and Selectman Duarte were in favor. Chairman Kelley abstained. All were in favor. Motion carried on a vote of 4 to 1.

Direct Assistance: Selectman Lazott stated he would split the difference and approve the budget for \$65,000. Selectman Robie thought they should approve it for \$50,000. Selectmen's Assistant Eastman pointed out this line can be over expended without any repercussions. After some discussion the Board decided on \$60,000. Selectman Lazott motioned to approve the Direct Assistance budget for \$60,000 reduced from \$80,000. Seconded by Selectman Duarte. All were in favor. Motion carried.

There was a 4.69% increase in the total operating budget.

Chairman Kelley motioned to adjourn at 2:30 p.m.

Respectfully submitted,
Andria Hansen
Recording Secretary