

Municipal Budget Committee

Meeting Minutes

November 30, 2010 6:30 P.M.

Corner Meeting House

Chairman Ron Mitchell called the meeting to order at 6:32 p.m. Committee members present were Ken Knowlton, Fred Wells, Albert Akerstrom, Mark Roberts, Ward Peterson, Ken Ellis, Tonyel Mitchell-Berry, Linda Frawley, Glenda Hill Others in attendance were Town Administrator K. Jeanne Beaudin, Budget Clerk Tracey Russo, Town Planner Candice Daigle, General Assistance Director Donna Cilley, Parks and Recreation Director Janet Breton, Librarian Jackie Heath, Library Trustee Mary Charnley. Harrison Hass was present representing the Citizen. Selectman Ron Cormier was absent, as was Norma Patten.

**Minutes:** Ken Knowlton made a motion to accept the minutes of November 23, 2010 as written, Mark Roberts seconded all were in favor motion passed.

**Amendment to Meeting Minutes of November 23, 2010:** Linda Frawley asked that the split vote on the Fire Department part-time inspector be stated in the minutes. The following people voted for the position: Glenda Hill, Ken Knowlton, Linda Frawley, Albert Akerstrom, and Selectman Ron Cormier. The following people were against the position: Ward Peterson, Norma Patten, Ken Ellis, Fred Wells and Mark Roberts. The deciding vote was made by Chairman Ron Mitchell-against. Tonyel Mitchell-Berry abstained from voting.

**Land Use:** Town Planner Candice Daigle began by telling everyone how the Planning Board has been very busy this year; over 88 applications have been submitted, some more time consuming and complex than usual. There are currently four large sub-divisions under construction. As well as several large projects that happened this year, some of those being the Garden Oasis Restaurant, Fedex expansion, Cupples Car renovation, and a renovation at the Metrocast building on Apple Rd. Some gravel pits were closed and re-claimed. Department of Transportation is doing a renovation of their property on Brown Hill Rd. which will result in a

dedicated right hand lane north bound and a turn lane southbound. The owner of the Fedex building on Industrial Drive committed \$25,000 to a new cistern. She is hoping it will encourage other companies to buy in.

Zoning is up by 13%, they have been busy with re-development of pre-existing properties and non-conforming structures. It is a continuing application process. The combined budgets of Land Use and Conservation Commission are down by 3% from the 2009 budget, and they have been proactive on their discretionary spending. Some expenses however are state mandated such as notices and certified letters. There has also been a significant increase in newspaper advertising and public notices.

Ken Ellis asked what the Land Use Technician does. T.P. Daigle answered he works for the entire town organization, reviewing technical aspects, meets with engineers, site inspections not done by state, GIS mapping, maps for the selectmen, and reviews legal aspects of titles. She explained he is an invaluable resource to the Conservation Commission. He was a tremendous help in the application process for the Land and Water Conservation Grant that was recently applied for supplying all the maps, as well as the Plan NH Charrette this past spring. Ken Knowlton wanted to add that he also helped with the recent clean-up of the Tioga river waterway on Route 140, even coming in on a day off because that is the kind of guy he is. Glenda Hill asked what does the Administrative Assistant do. T.P. Daigle explained that she is the contact for all public activity, accepts and reviews applications; basically everything needed to make the process work. It was also explained the part-time clerk is used mainly for photocopying, and putting data into the system as well as assisting with the public when needed.

Ken Knowlton made a motion to accept line items 4191-101 through 4191-507 Albert Akerstrom seconded; all were in favor motion passed.

**Conservation Commission:** Town Planner Candice Daigle explained they had acquired Pop's Woods a 46 acre parcel on Durrell Mountain Rd. earlier in the year. This brings the total protected lands in Belmont to just over 1000 acres. This is about 5%, still significantly lower when compared to some other 1st tier communities. They also worked on the Jeff Marden forest, receiving a \$13,000 that they matched with \$500.00 in soft money. They also received an \$8,000 grant for the Wildlife Habitat Improvement Project for the Town Forest Beaver Ponds. The Cons Com. Has become really pro-active and effective in the last five years, their budget is 4% below the 2009 budget. Ken Knowlton mentioned they have been trying to acquire the land along the Railroad beds owned by Mr. Persons unsuccessfully; however T.A. Beaudin was successful in obtaining that for them. Mark Roberts made a motion to accept line items 4600-101 through 4600-999 Ken Ellis seconded; all were in favor motion passed.

**General Assistance:** Donna Cilley gave an overview of her budget claiming that the recession is definitely not over, it was a rough winter and the utility line is quite high. There were 11 properties liened this past year, bringing the total to 109. The budget for food has decreased due to more people going to food pantries; however the demand for utilities has increased.

Linda Frawley would like to see a comparative study. Donna explained she would need more help to break down the numbers further. Ken Ellis made a motion to accept line items 4441-101 through 4441-505 Fred Wells seconded; all but Linda Frawley approved motion passed.

**Parks and Recreation:** P & R Director Janet Breton told how there has been an increase in programs and attendance this year largely due in part to the use of the Winnisquam Fire Department building. She does use schools whenever possible. There have been several trips to sporting events and there is a trip coming up for Radio City Music Hall which has sold out. Some of these she buys in with another town's park and rec department. She can also buyout if attendance is low so there is no risk for the Town. She has reduced the hours for the program supervisor to 8hrs. per week for 40 wks. a year. However the park attendant has been increased, the part-time position will be from May 1<sup>st</sup> to October 1<sup>st</sup>. The additional time was taken from the park supervisor. The park attendant worked out really well helping to cut down on vandalism in the park. Ken Knowlton made a motion to accept line items 4520-102 through 4520-719 Ward Peterson seconded; all were in favor motion passed.

**Town Beach:** Janet Breton gave a brief overview saying that most every weekend this past summer there were 100+ people each day. She is proposing adding a gate keeper to check stickers from June 10<sup>th</sup> to September 4<sup>th</sup> 18 hours a week at \$10.00 hr. She is trying to keep it to just Belmont residents. Tonyel Mitchell-Berry would like to see a \$5.00 fee imposed for a sticker, and made an amendment to a motion on line item 4521-102; Ken Knowlton seconded all were in favor motion passed. It should be noted this would have to be recommended to the Board of Selectmen first. Ken Knowlton made a motion to accept line items 4521-101 through 4521-505; Mark Roberts seconded all were in favor motion passed.

**Library:** Librarian Jackie Heath presented her budget saying there has been a 10% increase in borrowing and a 20% increase in patronage this year. They have a new database, lots of audio books, and e-books as well as five passes to area attractions for families to use. The budget is down by 4.7% and she has gotten some grants for programs. Albert Akerstrom wanted to know how many hours per week the assistant librarian worked. Jackie replied that she works 39 hours, due to the liability she needs to cover both floors of the library. Chairman Mitchell noted that Jackie would be receiving a direct raise this year and wanted to know why that is since all other Town employees are flat lined concerning raises. Library Trustee Mary-Louise Charnley explained they felt it was warranted after looking at several surrounding towns, she is lower by comparison to others with similar educational backgrounds. Also the budget is down and they are governed by the Library Trustees and not the Town. Ken Knowlton made a motion to accept line items 4550-101 through 4550-999 Mark Roberts seconded; all were in favor motion passed.

**Next Meeting:** December 7, 2010

**Motion to Adjourn:** By Ken Knowlton seconded by Fred Wells; motion passed meeting adjourned at 8:08 p.m.

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Chairman Ron Mitchell

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Ward Peterson

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Tonyel Mitchell-Berry

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Kenneth Knowlton

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Glenda Hill

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Fred Wells

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Submitted By: Tracey Russo

Date: \_\_\_\_\_

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Selectman Ron Cormier

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Ken Ellis

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Linda Frawley

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Norma Patten

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Mark Roberts

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Albert Akerstrom