

## Municipal Budget Committee

### Meeting Minutes

December 8, 2009 6:00 P.M.

#### Corner Meeting House

Chairman Ron Mitchell called the meeting to order at 6:02 p.m. Committee members present were Ken Knowlton, Norma Patten, Fred Wells, Ken Ellis, Linda Frawley, Albert Akerstrom, Mark Roberts, Tonyel Mitchell-Berry, Ward Peterson, Glenda Hill and Selectman Ron Cormier. Others in attendance were Town Administrator K. Jeanne Beaudin, Budget Clerk Tracey Russo; Town Planner Candace Daigle, Police Chief Vinnie Baiocchetti, Building Inspector Steve Dalton, Public Works Director Jim Fortin, Fire Chief Jim Davis, Deputy Fire Chief Sean McCarty, Librarian Jackie Heath and Selectman David Morse. Harrison Haas was in attendance for the Laconia Citizen.

**Minutes:** Fred Wells made a motion to accept the minutes as written, Ken Knowlton seconded all were in favor motion passed.

**Parks and Recreation:** Town Administrator Beaudin explained how the Board of Selectman spoke to Janet regarding office space. The Parks & Rec trailer will not be renewing the lease and Janet will be moving her office to the Fire Department instead. It was decided it was not a good financial plan to keep the trailer. This will eliminate line item 01-4520-440; however Town Administrator Beaudin explained they would like to move the \$1,400.00 from that line item into line item 01-4520-305 for the costs incurred by moving. She would also like to eliminate lines 01-4520-225 & 01-4520-227 water and sewer rent. Thereby reducing this budget by \$570.00. Motion made by Ken Knowlton to accept these changes, Ken Ellis seconded all were in favor motion passed.

**Cemetery:** David Morse gave a brief overview of the Cemeteries. He said a large project at Lamprey Cemetery involving a new large retaining wall and fencing was completed. There was also a 10 headstone replacement project for Page Cemetery that is finished. The entire budget is down by 9% due in part to the bids for Cemetery maintenance that came in lower than expected. Fred Wells asked whose job it is to make sure the maintenance is kept up. David said it is up to the trustees. Ken Knowlton made a motion to accept line item 01-4195-999, Fred Wells seconded all were in favor motion passed.

**Library:** Librarian Jackie Heath gave a short summary of what has been going on in the Library. She said they have expanded the children's story time to two times a week; there are now two adult book discussion groups. As well as an adult knitting group and a friends group. The summer children's program was a success with as many as 80 children in attendance. The children were entertained by some favorites including Magician Phil, Steve Blount, and Jen Shaw the music director at the elementary school. There was a large project involving lead paint abatement and repainting the exterior of the library that has now been completed. There are also

some electrical problems that will need to be addressed. Chairman Mitchell asked if the repairs and maintenance will include the electrical work. Jackie said no it will not. Ken Ellis made a motion to accept line items 01-4550-101 through 01-4550-999, Ken Knowlton seconded all were in favor motion passed.

**Water Department:** Public Works Director Jim Fortin gave an overview of the Water and Sewer Departments. Jim said there has been a huge improvement with the Route 140 line. Well three will be ready on the first of the year for operation. The project at Pleasant Valley Estates is finished except for asphalt and landscape. Numerous meters have been replaced this year. Chairman Mitchell asked how many gallons per minute the new well is expected to produce. Jim said over 400 and the quality is much better than either of the other two wells there is a lot less iron. Jim explained that they will keep both well 1 & 2 in operation as back-up wells, both are operational and are cleaned and maintained regularly. Glenda Hill wanted to know if Don Hurd is certified. Jim said no but he is working towards that and as of right now there are three certified people who are being cross trained. Town Administrator Beaudin explained that the water department's current rates are keeping up with the current expenses. Linda Frawley asked why there is an annual water audit fee. It was explained that the Water, Sewer and Library are each billed for a portion of the cost of the audit. Ken Knowlton made a motion to accept line items 02-4331-101 through 02-4915-001, Ward Peterson seconded all were in favor motion passed.

**Sewer Department:** Jim began by saying the pump stations have reached their life expectancy and beyond. Town Administrator Beaudin explained they don't have a lot of information for this department due to the fact the current Sewer Commissioner is in effect until March 2010. While he has been helpful, the Town other than maintenance and monitoring can have nothing to do with the Sewer Department until after the March meeting. Town Administrator Beaudin explained there is \$450,000 in the Sewer account however they are not covering their expenditures. Rates will most likely double. Ken Knowlton asked where all the money went stating that several years ago the Sewer department seemed quite flush. It was explained that there was a Silver Lake project as well as Silver Lake Campground abatements. Rates were also dropped. The Sewer Department will be a learning process for all. Town Administrator Beaudin said that 65% of what the Town pays goes to the Winnepesaukee River Basin project this will increase due to the fact they are looking to put in some flow meters. Jim said they will be getting gas monitors for the pump stations soon for safety reasons. Glenda Hill wanted to know why the overtime is so high; Jim said it is because the pumps have to be checked seven days a week. Ward Peterson made a motion to accept line items 03-4321-101 through 03-4321-888, Fred Wells seconded all were in favor motion passed.

**Capital Vehicles and Equipment:** Discussion began with the requested money for a new fire truck. Fire Chief Jim Davis explained the need for a new truck stating the 1<sup>st</sup> run truck currently in operation has needed \$18,000 worth of repairs in the last two years. If a new truck were approved engine three would be retired. However after a lot of general discussion about this matter it was voted down. Norma Patten made a motion to accept line item 01-4902-007, Linda Frawley seconded, 5 were in favor 6 were opposed, motion rejected. Tonyel Mitchell-Berry then made a motion to put \$125,000 aside in a capital reserve fund for the Fire Department, Linda Frawley seconded all were in favor motion passed. In addition Selectman Cormier recommended

and addendum be made to the effect that if this does not pass the public's approval on the warrant article all the money shall be put back into the general fund along with the remainder of the Comstar funds from which the initial monies are coming from. Next was line item 01-01-4902-060 Ken Ellis made a motion to accept this line item, Norma Patten seconded all were in favor motion passed. Ward Peterson made a motion to accept the Library Computer and Software, Norma Patten seconded all were in favor motion passed. Ward Peterson made a motion to accept Playground Equipment, Tonyel Mitchell-Berry seconded all were in favor motion passed. Norma Patten made a motion to accept line item 01-4902-700, Ken Ellis seconded all were in favor motion passed. Norma Patten made a motion to accept line item 01-4902-701, Ken Ellis seconded all were in favor motion passed.

**Capital Buildings:** Selectman David Morse explained this line item is to pay back the municipal reserve account for the lead abatement at the Library. As well as the electrical work that needs to be done at the Library. Ken Knowlton made a motion to accept line item 01-4903-, Ken Ellis seconded all were in favor motion passed.

**Capital Other:** Town Administrator Beaudin explained that \$8082.00 of the \$10,000 requested will be appropriated to the environmental contingency fund with the rest going towards the lead abatement at the Library. Ward Peterson made a motion to accept line item 01-4909-022, Ken Ellis seconded all were in favor motion passed.

**Capital Reserves:** Res-Accrued is for payouts/buyouts when long term employees retire there is \$24,273 in the account as of now. Ken Ellis made a motion to accept line item 01-4915-001, Norma Patten seconded all were in favor motion passed. Ken Ellis made a motion to accept line item 01-4915-003, Fred Wells seconded all were in favor motion passed. Jim Fortin explained that line item Res-Sidewalks is for a loader that will need to be replaced and possibly a new sidewalk plow. Norma Patten made a motion to accept line item 01-4915-044, Ken Ellis seconded all were in favor motion passed. Next was the Police Vehicle Chief Baiocchetti explained this was for two new patrol cars. Ken Ellis made a motion to accept line item 01-4915-006, Norma Patten seconded all were in favor motion passed. Ken Ellis made a motion to accept line item 01-4915-008, Albert Akerstrom seconded all were in favor motion passed. Norma Patten made a motion to accept line item 01-4915-011, Fred Wells seconded 10 were in favor Ken Ellis opposed. Selectman Morse explained that line item 01-4915-050 would be for expanding the square footage of the Library at a later date. Ward Patten made a motion to accept, Ken Ellis seconded all were in favor motion passed. Town Planner Candace Daigle explained that line item 01-4915-200 was for road inventory that this is the final year for this request. It determines the legal and physical status of each road. Tonyel Mitchell-Berry made a motion to accept, Fred Wells seconded all were in favor motion passed. Ken Ellis made a motion to accept line item 01-4915-201, Fred Wells seconded all were in favor motion passed. Town Administrator Beaudin explained that the line item 01-4915-205 would be used to supplement the Ladd Hill Project that will need to be undertaken in 2010. Ken Ellis made a motion to accept this line item. Norma Patten seconded all were in favor motion passed. Town Administrator Beaudin said line item 01-4915-300 would be for the next full evaluation on property values beginning at the end of 2012 and ending in 2014. Norma Patten made a motion to accept this line item, Ken Ellis seconded all were in favor motion passed. Norma Patten made a motion to accept line item 01-4915-320, Fred Wells seconded all were in favor motion passed. Linda Frawley

abstained. Town Administrator Beaudin explained line item 01-4915-501 is funded through water user fees for line replacement & meter replacement. Ward Peterson made a motion to accept this line, Norma Patten seconded all were in favor motion passed.

**Next Meeting:** December 29, 2009 @ 6:00

**Motion to Adjourn:** by Ken Knowlton, seconded by Fred Wells motion passed meeting adjourned at 8:50 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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Albert Akerstrom

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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