

TOWN OF GILMANTON
BUDGET COMMITTEE MEETING
WEDNESDAY, NOVEMBER 28, 2012

Members Present: Brian Forst (chair), Mark Sawyer, Frank Gianni, Lynn Paige, Richard Bakos, Ella Jo Regan, Raymond Daigle, Steve Bedard, Rachel Hatch (selectmen's rep.)

Members Not Present: Steve Latici

Also Present: Annette Andreozzi (clerk), Tim Warren (town administer), Deb Cornett (town clerk), Allen Everett (chair HDC), Nancy Girard (planning chair), Des Tumas (conservation secretary)

Meeting opened at 7:00 PM.

1. Proof of Posting

Posting was online and bulletin boards.

2. Approval of November 7, 2012 Minutes

Motion to approve minutes as presented by Ella Jo; seconded by Frank.
Unanimous approval .

Welcome to new members Rachel & Lynn.

Brian mentioned that the Deliberative sessions will be similar to former town meeting.

3. Correspondence -none

4. Committee Reports – none

5. New Business

Presentations

HDC - Allen Everett

It has been a slow year for HDC and 2012 will only have 6 meetings, so a lot has not been spent on salaries. In the past the HDC had more meetings than one a month. There have been no new members this year, so there has been no training for them. The HDC will need a number of new people next year and they will need training. Also there is an outstanding advertising bill of \$218 on top of the \$175 needed for a town owned demolition sign. Dues & subscriptions are paid at the end of the year, these are

for information of value to the Commission. There is no money in the Selectmen's budget to print copies of the regulations for people that need them.

Brian said the Selectmen have recommended a budget considerably different from Allen's request. He stated that all the things referenced Allen felt were needed.

Allen indicated agreement with Brian; the budget wasn't raised for 2 years. It wasn't all expended, but he felt next year there will be more applications and discussions because things are getting better, and people have expressed interest. He stated that \$1500 for salaries is not reasonable when more than that has already been spent this year for only the 5 meetings that have taken place. The HDC adds to the town and the tax base. He works at Shaker Village and people visiting there comment about the Gilmanton historic district.

Brian asked what number the HDC could work with.

Allen said at least \$3000; in past years it was more than \$6000.

Brian said the trend is if money is left on the table it won't be put back on the table.

Allen asked if the HDC budget is expended by June would they tell the property owner to wait and come back in January.

Ella Jo said there will be a problem when there is \$0 for training, and there are several openings on the commission.

Allen said the clerk doesn't just take notes & do paper work, she does all the research, and pulls things together that a volunteer commission can't do. She also processes the applications, answers questions for people inquiring about the districts, and keeps track of statutory requirements.

Rachel stated that the Selectmen went through the budget line by line looking at what was expended and keeping in mind their philosophy to reduce the budget. When looked at the HDC, Brett Currier wanted to fund money for a demolition sign, and the Selectmen put the HDC budget level at what had been expended as of November. It is the budget committee's purview to go with the Selectmen's recommendation, add, or subtract.

Ella Jo asked why the HDC clerk was put at less than already expended this year.

Rachel said that was on the recommendation of Selectmen's rep, Brett.

Richard said that based on what Allen said the budget seems light on salary and FICA, etc. that goes with it.

Planning - Nancy Girard

Board's request was the same as last year except a reduction in planning admin salary because they didn't anticipate as many meetings. They are not asking for any "capital outlay-master plan" money this year, but next year the town will need to match money to publish the master plan, about \$7000.

Conservation – Des Tumas

She stated that the money line for the forester has been zeroed; that money was moved to salaries for the secretary, which they didn't have before. As secretary, she does minutes and paperwork. The Selectmen's recommendation is ok. Conservation tends to go hand in hand with planning, whose applications have been way down. Ella Jo asked why the Selectmen didn't match the spent amount to recommend for this department. Rachel said the Selectmen felt the amount recommended was more than

reasonable.

Town Clerk – Deb Cornett

She said that she is giving the Deputy Town clerk a much deserved & appropriate raise based on her responsibilities & credentials. The deputy is extremely valuable & she plans on holding her. The deputy was not compensated appropriately. Every day a deposit has to be made so that plus conferences makes up mileage. Next year all 3 people in the office are required to go to training.

Steve asked to go back to HDC. He said that in his business he works with a lot of HDC's around the state. The Gilmanton HDC clerk is a really good one that does a great job. He said that he has seen other historic districts where they don't do well, and how difficult it is for those Commissions to operate. He stated that since the comment was made about what a great deputy town clerk Gilmanton has, he thought it was important to make the statement about how great the HDC clerk is. He was distressed that the Selectmen's recommended budget was less then what has been spent this current year for HDC.

Executive – Tim Warren

The difference between the department request and the Selectmen's recommendation is \$1100, mostly from the appreciation line. The Other Misc. line covers battery packs for deliberators and RSA updates.

Election – Tim Warren

The election people did the budget for the first time. There will be fewer elections next year. \$899 for other property line was coded wrong, that will be moved down to election day expenses.

2013 budgeted amount is the same as spent in 2012, but there will be only 1 election instead of 3.

Finance – Tim Warren

The Selectmen cut off the finance clerk's benefits after town meeting in 2012, and made her part time so salary, insurance, & retirement are reduced. Postage was also reduced. Tim said he was concerned the postage will probably go up in May and postage has not been added lately so \$8891 is not an accurate reflection of expenses. Brian requested the final expenses for 2012 before super Saturday.

Richard & Brian requested the budget spread sheet to also include a column with final expenses for 2011.

Tim said the Selectmen are reducing the clerks hours, but need to increase the accounts'.

Maintenance & repair line includes computer software.

Rachel said the Budget committee reduced the budget for 2012, so after reviewing the work load of all the employees, the Selectmen found the areas of HDC, ZBA, trustees, and finance had decreased, so reduced that full time position.

Treasurer – Tim Warren

There is no change from 2012.

Trustees – Tim Warren

The Trustees requested \$7000 for bookkeeper. The Selectmen felt it needed to be level funded.

Budget – Tim Warren

The Selectmen added to department request \$50 for training for new members. Hours for secretary are being more evenly recorded, and there have been more meetings.

Assessing – Tim Warren

Retirement department request should be the same as Selectmen's recommendation.

Legal – Tim Warren

Total is lower because of amount of money in non-capital reserve.

Government Buildings – Tim Warren

Only difference between department and Selectmen's is telephone OTH. One less phone line.

More activity in OTH has increased. Non-profits are not charged for use.

Repair & maintenance in safety building was things that were not planned for when building was built. Going forward the line should be repair & maintenance.

Brian requested break down of repair & maintenance 2012 for safety building.

Repair & maintenance other town properties include \$5000 for corner library

Insurance – Tim Warren

Unemployment going down a little.

Building – Tim Warren

He did the budget thinking that a part time inspector would be employed. The Selectmen decided to continue with a contract person on call.

New building construction is down, but permit numbers are about the same.

Tim said \$10000 for inspection should be fine if there is no more construction next year than this year.

Welfare – Tim Warren

There is \$50,000 in non-capital reserve. The welfare amount is lower than it was many years ago.

Debt Service – Tim Warren

Jump is for ambulance.

Capital Outlay

\$25,000 for employee merit raises, which will be laid out by Rachel at a later time.

Capital Reserve – Tim

Selectmen decided that for this year not to fund some of the departments' request. Rachel said the Selectmen decided to put capital reserve funding on hold given the state of the economy, the state of town residents, & what has been heard throughout the year. Tim said that because now SB2, each fund will be a separate ballot measure. Request for amount in each capital reserve account and interest rate on lease for ambulance.

Non capital reserve – Tim

\$2500 in office equipment because at least one computer needs to be replaced. Paramedic intercepts is for 3 calls. PD detail & vehicle maintenance lines are new. Reduced the detail line in the PD budget and put it in non capital reserve. The question was is the town being reimbursed for the total cost to town.

6. Old Business (Agenda Items and Concerns of Committee Members)

Brian said the schedule dates are needed to meet the SB2 program. Some meetings were doubled up so there would not be as many meetings over the holidays. The public hearings will be on the same night with the school first because some parents have some children they need to get home to, but hope people will stay for both. Earlier than 7PM. Agreement for 6PM. The public hearing is to listen to public, not talk with them about information. Talking among the public is for the deliberative session (former town meeting).

7. Public Input – They was no public present.

8. Adjournment

Motion to adjourn by Frank; seconded by Ella Jo.
Adjourned at 9:15PM.

Respectfully submitted,
A. Andreozzi