

**TOWN OF HAMPTON FALLS
BUDGET WORKSHOP
DRAFT 1/7/08**

PRESENT: S. C. Volpone, Jr., T. C. Tocci, S. C. Hanson, Selectmen;
E. N. Small, Town Administrator; L. A. Ruest, Administrative Assistant

The Board reviewed the 2008 Municipal Budget Proposal line by line identifying increases and decreases, asking questions for clarification and making suggestions for changes. The following matters need attention:

1. Check the number of hours represented in the budget amount for the Administrative Assistant to the Road Committee.
2. Provide the amount of receipts generated by the ambulance that is deposited to the Fire Vehicle Fund by year.
3. Check to see if the reduction in cost of ambulance service from AMR results in additional funds posted for personnel of the Fire Department.
4. Obtain documentation outlining the job description of the Fire Department officers.
5. Ask the Fire Chief whether \$1,250 is sufficient for potential repairs to the ambulance.
6. E. N. Small will check bond rates in conjunction with the proposed lease rates with regard to the proposal for the purchase of a new fire truck and report to the Board.
7. E. N. Small is awaiting receipt of the 53B District contract. He will also check the figures on the Solid Waste Disposal budget worksheet in conjunction with the summary page (\$7,000 vs. \$5,500).
8. Check Building Inspection and Health budgets to determine if the percentage for payroll is accurate.
9. Request that the Health Officer diary for the scheduling of flu shots with the Visiting Nurses to ensure adequate time is available to advertise and get the word out that the flu shot clinic is to take place.
10. The Board requested that the Recreation Commission submit a financial statement with regard to the Summer Program held at Lincoln Akerman School.
11. The percentage of health insurance premiums budgeted by the Library needs to be amended to reflect 88% (not 90%). Question was raised as to whether the part-time positions budget line of the Library budget reflects wages for those hours not covered by the Library Director.

S. C. Hanson suggested that a summary sheet of explanations of warrant articles be prepared. Each Selectman will submit a paragraph to S. C. Hanson for use in compiling a handout. This document will be reviewed in advance of final printing. S. C. Hanson also requested that the budget be posted to the web site once complete. A discussion of "default budget" took place and a copy of the RSA outlining the criteria was provided to the Board.

The Board signed a letter authorizing Judy Wilson, Chairperson of the Old Stage Road Bridge Committee, to enter in a grant contract with the NH Recreational Trails Program.

At 6:10 p.m., L. A. Ruest and E. N. Small were asked to leave so that the Selectmen could discuss issues raised at the employee/BOS meeting Wednesday evening.

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Three issues were identified:

1. Perception of employees that they are not “known” and appreciated.
2. Concerns of employees over change to current step-raise program.
3. Annual raise determination.

On the first issue, it was the consensus of the Board Of Selectmen that meetings be periodically scheduled to discuss any pending issues of import that would directly affect employees.

On the second issue, it was the consensus of the Board Of Selectmen that any changes to the current step-raise program at this time were not practical. Specifically, examination of a hybrid step-raise program that would incorporate a merit component was deemed unworkable.

On the third issue, it was the consensus of the Board Of Selectmen that the annual raise should be determined by the national COLA figure published each year in November for the following budget cycle even if it exceeds 3%.

Meeting adjourned at 6:40 p.m.

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