

**BOARD OF SELECTMEN
TOWN OF HAMPTON FALLS**

**OCTOBER 14, 2008
TOWN HALL**

FINAL

PRESENT: T. C. Tocci, Chairman; S. C. Hanson, M. J. Farinola, Selectmen; E. N. Small, Town Administrator; L. A. Ruest, Administrative Assistant

BUDGET WORKSHOP: T. C. Tocci stated that this meeting is to begin the review of department budgets. A summary sheet showing 2008 budget figures, 2008 expended figures and 2008 balances was provided to the Board. The spreadsheet included proposed budgets for 2009. Salary step changes are included in work sheets; however, cost of living adjustments are not. Expenditures on worksheets are through August.

CONSERVATION COMMISSION - P. 51: Karen Ayers was not present. Board members noted a \$200 increase over the 2008 budget and indicated a 5% reduction is being sought. M. J. Farinola inquired as to the part-time position of Administrative Assistant and indicated that he felt volunteers should be doing this work. He suggested eliminating the part-time position as well as the funds for grant writing. The Board agreed to review this budget again when the Conservation Chairman could be present.

CEMETERY TRUSTEES – P. 22: Chairman Lillian Walker was present. Following discussion of budget line items, it was determined that the overall Cemetery budget could be reduced by \$500 for a 2009 budget total of \$7,000. L. Walker commended the efforts of the Cemetery Sexton.

LEGAL / PLANNING - PGS. 13 & 18: Chairman Charlyn Brown was present. She indicated that the budget line for Planning/Zoning legal could be reduced to no lower than \$8,000. She expressed concern with lowering it any more this year or next. With regard to the Planning Board, C. Brown stated she has not been provided with salary information. M. J. Farinola inquired as to the Road Committee Assistant position and asked for information as to how much of the budget for this position has been spent this year. C. Brown noted that the budget figure for Rockingham Planning Commission dues are not actual and will increase. Offsetting revenue information has not been updated. M. J. Farinola referred to the payment provided by the School Board for taking minutes and suggested that a clerk could perform this duty at the Planning Board. C. Brown stated that the Administrative Assistant position does more than take minutes. M. J. Farinola stated he is aware of the duties and indicated that money could be saved by not using a full-time employee. C. Brown stated she is adverse to having someone other than the Administrative Assistant as minutes prepared have been used in the past for legal matters and saved the Town. C. Brown asked if M. J. Farinola was suggesting that a Board member take minutes. T. C. Tocci stated that the Planning Board is an important function in the community where legal issues are dealt with and minutes are important. He stated that Lori Ruest has a vast background of knowledge of the zoning ordinances in town that is valuable in understanding when preparing minutes. He stated that she should be retained on both the Planning Board and Zoning Board of Adjustment.

BUILDING / HEALTH – PGS. 32 & 40: These budgets will be reviewed October 27.

FIRE / EMERGENCY MANAGEMENT – P. 30 & 33: J. M. Lord was present. M. J. Farinola suggested postponing review of these budget lines until after the public hearing for the ambulance contract. S. C. Hanson noted that these budget lines are separate from the Ambulance budget. M. J. Farinola stated he is okay with reviewing the budgets for Fire and Emergency Management, but not Ambulance at this time. It was identified that the Ambulance budget is not part of this meeting's agenda.

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J. M. Lord stated the Fire Department budget is level funded. He reviewed the budget lines item by item noting changes from last year. A lengthy review of the way in which stipends are earned took place with regard to participation of call employees as well as officers and their duties. M. J. Farinola suggested reducing stipends by five percent. S. C. Hanson inquired as to the savings on the Nextel phones with the elimination of four phones. Additional information is to be provided to S. C. Hanson in this regard. J. M. Lord reviewed the purchase plan of turnout gear, the rotation of gear within the Department and the use for the gear once it is no longer fire worthy. J. M. Lord stated that he has adjusted the plan for annual items such as testing of equipment with some to be done every other year and others on a three-year cycle.

With regard to Emergency Management, J. M. Lord stated the reduction in budget relates to the fact there is no drill planned for 2009. Costs for drills are reimbursed to the Town.

EXECUTIVE - P. 6: S. C. Hanson recommended the Selectmen's salaries be reduced by five percent. The Board agreed. M. J. Farinola inquired as to whether there is a need to print the Town report noting that the law requires the reports be made available. This would save costs of printing and delivery. Concern was raised with getting sample ballot information to voters. E. N. Small noted this has been a service in which to assist voters that has been well received. M. J. Farinola stated he felt this service could be reduced and that voters could pick up the reports/ballots. S. C. Hanson stated he felt residents appreciate this service but that the size of the report could be reduced continuing to deliver the report. Question was raised as to whether a poll of residents could be done.

CONTINGENCY FUND – P. 24: The Board reduced this \$4,000 proposed budget to \$3,000.

STREET LIGHTS - P. 37: Question was raised as to when the listed street lights go on. S. C. Hanson stated he would check. He noted that there is a program to replace street lights with more efficient lighting. T. C. Tocci asked for a recommendation from the Energy Committee. M. J. Farinola asked whether the eight street lights are needed and suggested eliminating them. E. N. Small suggested researching this suggestion before elimination and seeking feedback from the Police Chief.

ANIMAL CONTROL - P. 41: This budget as presented is level funded. M. J. Farinola suggested reducing by five percent and asked for information as to the RSA that requires funding.

WELFARE - P. 43: T. C. Tocci noted that the arrangement of the Welfare Officer as a contracted position has worked well. No adjustment was made to this budget.

PARKS & RECREATION - P. 45: This budget has been level funded. M. J. Farinola asked that it be reduced by five percent. S. C. Hanson asked that the Recreation Commission Chairman be asked to identify the electric costs for irrigation and lighting. The Board reduced the budget lines for electricity and repairs and maintenance to \$1,000 and \$9,000 respectively.

PATRIOTIC PURPOSES - P. 50: This budget line was approved as proposed.

BOND PRINCIPAL – P. 52: This budget has been presented as actual.

BOND INTEREST – P. 53: This budget has been presented as actual.

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**NEXT SELECTMEN'S BUDGET WORKSHOP – MONDAY, OCTOBER 27, 2008, 6:30 P.M.,
TOWN HALL**

101408budgetworkshop