

FINAL

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

CONSERVATION COMMISSION: T. C. Tocci reported that he will not be commenting on this budget due to potential conflict of interest. Chairman Karen Ayers reported that reductions have been made in most budget lines based on projects planned for 2009 noting that all incurred fees are not charged to the Town. An increase is reflected in the part-time positions line for the Commission's assistant. K. Ayers outlined the secretarial and managerial duties of the assistant noting the value of this position in that more volunteer hours would be needed that working Conservation Commission members do not have. S. C. Hanson requested that the \$3,600 proposed figure be reduced to \$1,800 with \$1,800 being funded by the Conservation Fund. K. Ayers stated she was not in favor of this suggestion as the Conservation Fund is no longer getting monies in and that this would further drain the fund. She added that the value of the work done by the volunteers and the assistant position represents approximately one or two dollars an hour. This includes Earth Day Cleanup that is done by volunteers rather than tax dollars.

S. C. Hanson inquired as to the advertising for the position. K. Ayers stated she would probably use the same information as when the position was advertised last; possibly someone with experience with land use, planning boards, conservation commissions. S. C. Hanson stated concern with the amount of administration in Hampton Falls as compared to other towns. K. Ayers cited a number of other area towns who have an assistant position for the Conservation Commission. She added that the amount of population is not the way in which to determine but rather the amount of land to be managed and the amount of projects. K. Ayers stated that she would not be Chair in a position without administrative assistance as she would not want to be part of an organization that does not follow through on projects or get work done timely. She referred the Board to the Master Plan and its direction with respect to the Conservation Commission. M. J. Farinola stated he felt the Conservation Commission should be able to do the work without an assistant position so as not to grow government any further. He recommended removing the part-time position. S. C. Hanson stated he saw the value of the position and would like to see the cost shared. As another option, he suggested reducing the \$3,600 to \$3,000 representing five percent reduction.

K. Ayers reported on the greenhead fly trap project. This project is a way in which to reduce the green head population in the salt marsh areas. She reported that this project has gone by the wayside for a period of time. Efforts are being made to work with the local Boy Scout troop in regard to an Eagle Scout project to build 40 traps. Once built, the traps will need to be put out and brought in as well as maintained. There will be an annual cost associated with this work. It was noted that the project will not be pursued if there is no funding to take care of the traps. S. C. Hanson stated he would prefer this be presented to the voters by warrant article.

BUILDING AND HEALTH DEPARTMENTS: Kevin C. Kelley reported that he has reduced budget line amounts where possible. He noted that certain forms are no longer being sent to a printer but rather being prepared in the office. It was noted that the salary line for this budget represents 85% of K. C. Kelley's position. K. C. Kelley noted that certification testing will take place in 2008 thus lowering the funds needed in 2009. The stipend budget line is due to his not participating in the Town's health benefits. Other budget lines are funded as anticipated. It is not planned to spend funds if they are not needed. Building Code updates were obtained at a lesser price based on registration under the category of Planning in 2008; funds are in place to obtain updates with this option. K. C. Kelley noted that

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training available is exemplary and that he plans to continue monthly training. Discussion took place with regard to providing a vehicle for this position or paying mileage reimbursement. M. J. Farinola suggested reducing the hours of the Building Inspector noting that the number of new home building permits has reduced. It was noted that new construction is one part of this job and that there is other building, code, health and planning work done.

With regard to the Health budget, K. C. Kelley noted that test pit inspections are down. Although some test pit inspections are done for new homes, others are done for property transfers and bank requests. Line item 390 Other Professional Services is funded with \$100 to provide for services if needed. An example of a contaminated well in the past was cited. The Health budget represents a reduction of \$2,700 with \$9,200 to be raised after offsetting revenues. K. C. Kelley stated he uses his own cell phone and does not spend funds if they are not needed. M. J. Farinola suggesting reducing this position as stated above.

LIBRARY BUDGET: Library Trustee Linda Coe referred the Board to a PowerPoint presentation prepared by the Trustees to include goals, cost reduction measures and fund raising measures. Statistics relating to library growth were also provided. Trustees B. Mutrie, L. VanderEls, S. Burke, and D. Mattel were present as well as Librarian J. Haskell.

L. Coe noted that a cost of \$3.50 per gallon for heating fuel for next year was used in this proposed budget. Pro bono work has been obtained for the Cy Press petition. The Trustees are trying to reactivate the Friends of the Library to assist with fundraising. Part-time salaries reduction is due to one employee leaving and being replaced with substitutes at a lower pay rate. Longevity has been eliminated. A three percent Cost of Living Adjustment has been included. Each year employee reviews are conducted and merit compensation is considered. Offsetting revenues were not provided at this time. Discussion of last year's warrant article allowing authority to spend accumulated interest as well as Certificates of Deposit that are maturing took place. L. Coe reported that less will be spent on materials in 2009. An increase is reflected in Line 390 Other Professional Services for bookkeeping. The Library plans to continue to contribute toward the Newsletter.

M. J. Farinola complimented the efforts of the Library and suggested that additional funds be sought through outreach efforts. He also asked if they would reduce the budget by five percent.

RECREATION COMMISSION: F. J. Ferreira, Jr. informed the Board of a need to increase budget line 650 Grounds Keeping to \$1,200 for liming and fertilizing. S. C. Hanson inquired as to leftover donation funds and whether these funds are available to assist with this cost. It was noted that the donation was made for a specific purpose other than liming and fertilizing.

F. J. Ferreira, Jr. requested that the Board not turn off lights on the Town Common that illuminate the flag. It was noted that the bandstand lighting is on a timer with four of the twelve lights illuminated; light bulbs are paid by other than Town funds.

T. C. Tocci inquired as to the status of repairs to fencing at Governor Weare Park. F. J. Ferreira, Jr. reported that the Recreation Commission just discussed this at its meeting prior to this meeting. It is planned to obtain contributions from the users of the fields as well as place large rocks to keep vehicles away from the posts. M. J. Farinola requested this budget be reduced by five percent. F. J. Ferreira, Jr.

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reported that this budget has always been level funded. Suggestion was made to hold a lesser number of concerts or obtain donations to support them. L. Stan stated she would consider this suggestion.

P. G. Robart inquired as to the request to reduce the budget by five percent. It was explained that the Board agreed to ask for an overall budget decrease of five percent.

SOLID WASTE COLLECTION: Costs for every other week recycling are reflected in this budget. An estimate of \$1,700 has been obtained for the purchase of 200 recycling bins. The amount of \$10 is charged for the purchase of recycling bins to offset cost.

SOLID WASTE DISPOSAL: E. N. Small reported that the amount reflected in 130 Department Head positions will be moved to 390 Other Professional Services as payroll is no longer available to the Road Agent. The proposed budget of \$1,500 was reduced to \$500. He noted that the 53B District has yet to meet and that cost for dues is unknown at this time.

S. C. Hanson reported that Dan Melican is preparing the Brush Dump area in anticipation of winter road maintenance. D. Melican informed S. C. Hanson of a company that will pick up and remove brush, mulch and leave debris at no cost. E. N. Small will follow up with D. Melican.

ANIMAL CONTROL: E. N. Small provided State Laws that apply to Animal Control at M. J. Farinola's request. Inquiry was made as to mileage reimbursement. E. N. Small informed the Board that mileage reimbursement is requested at the end of the year. Discussion took place with requiring mileage reimbursement to be submitted for payment monthly; otherwise, it would go unpaid.

MOTION: To pay mileage reimbursement on a monthly basis.

MOTION: S. C. HANSON
SECOND: M. J. FARINOLA
UNANIMOUS

T. C. Tocci inquired as to the remaining budgets to be reviewed. E. N. Small reported that Election and Registration, Financial Administration, Employee Benefits, Government Buildings and Highways have yet to be reviewed by the Board. The Board scheduled a date of December 2, 6:30 p.m. for its next budget work shop.

Other tentative dates were set as follows:

January 7, 2009, Budget Hearing
January 31, 2009, 9 a.m., for the Deliberative Session
February 7, 2009, 9 a.m., Snow Date for Deliberative Session

M. J. Farinola inquired as to warrant articles proposed by the Board of Selectmen. Matters of warrant articles for the purchase of used voting booths, creating a revolving fund for police and fire details and request as to whether voters want the Fire Department for ambulance services or an outside company. Question was raised as to whether there is enough time to hold public hearings where needed. E. N. Small will draft warrant articles for consideration of the Board.

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MOTION: To adjourn the meeting at 8:31 p.m.

MOTION: S. C. HANSON
SECOND: M. J. FARINOLA
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