

BOARD OF SELECTMEN	SEPTEMBER 17, 2018- 9:30 A.M.
TOWN OF HAMPTON FALLS	TOWN HALL

**BUDGET WORK SESSION
DRAFT**

PRESENT: J. E. Ziolkowski, Chairman, L. M. Smith, Vice Chairman, E. B. Beattie, Selectman, L. A. Ruest, Town Administrator, H. Fazzino, Secretary.

MOTION: To authorize Vice Chairman to sign the Avesta Indemnification Agreement for Buildings B & C in the event the Chairman is unavailable.

MOTION: J. E. ZIOLKOWSKI
SECOND: E. B. BEATTIE
UNANIMOUS

The Board agreed to schedule an additional Budget work session on October 16, 2018 and October 18, 2018, at 9:30 a.m. L. M. Smith discussed a chart of the tax rate 2010-2017. E. B. Beattie said the chart was a helpful tool.

The following budget items were reviewed with discussion, additions and deletions.

BOND INTEREST

- Bond Principal/Bond Interest- reviewed obligations through 8/15/25

INTEREST ON BOND INTEREST

- Interest on Tax Anticipation Notes

FINANCIAL ADMIN/LEGAL

- Bookkeeper- increase 3 hrs per week due to increased duties.
- CPI for wages will not be available until mid-October.
- Assessor- Todd Haywood is seeking improved software that will coordinate with Tax Collector.
- NEXTERA- seeks a five year agreement, which the DRA deems problematic. Recommend change from Vision to Avitar, at \$17,000.
- Website Upgrades- multiyear expense. L. M. Smith recommended striking \$1,500, and using the Town Communications Fund for a web update.
- J. E. Ziolkowski discussed Two-Way Communication's pricing. L. A. Ruest to investigate actual costs.
- QuickBooks- J. Ziolkowski reports that cloud-based software may be an option.

ELECTION, REGISTRATION, STATISTICS

H. Knowles requested postponement of presentation until after 9/19/2018. The Board concurred.

BUILDING INSPECTION/HEALTH, MARK SIKORSKI

- The Building Inspector requested funding to continue digitizing 8 ½ x 11 and other information. 200 hours to complete.
- Avitar building permit system. L. M. Smith encouraged use of the Town Communication Fund if the project meets the criteria.

HIGHWAY/STREET LIGHTS

- J. E. Ziolkowski is seeking a quote for a tree and limb cutting, removal and prevention maintenance program. He wants excess funds to go back to the Highway Department.
- A tree maintenance plan is recommended.
- Winter Road Maintenance is in year 4 of a 5 year contract, budget amount is on hold for the CPI for September.
- Winter Road Maintenance will need to plan for funds for additional snow.
- Road salt- no price available at present.
- Safety Cones to be purchased by the Fire Department.
- DOT- crushed gravel- J. E. Ziolkowski recommends having a vendor quote the entire job. L. A. Ruest confirmed that the itemization confirmed the larger number for the 2019 budget.
- The Highway Block Grant will be applied to a warrant article in 2019.
- Street Lights are level funded.

EXECUTIVE

L. A. Ruest to verify the budget for ballots (elections).

GOVERNMENT BUILDINGS- Items in this budget relate to regularly scheduled housekeeping items.

- L. A. Ruest seeks regular assistance with furniture in the meeting room.
- Parking lots need paving.

HISTORICAL SOCIETY MUSEUM-

- B. Mutrie referred the Board to a list of needs at the Museum.

INSURANCE

- Insurance rates will be available in October.

SOLID WASTE COLLECTION/SOLID WASTE DISPOSAL

- L. A. Ruest discussed issues with China and recycling. Pinard Waste Management is in year 3 of a 5 year contract. Discussion ensued on the need for re-education. Curbside collection for recycling is also costly.
- Hazard Mitigation Plan to have a secure staging area for fencing at the dump.
- L. A. Ruest reports that the Town was successful obtaining a grant to treat invasive plants.
- The Board reviewed tonnage for solid waste.
- J. E. Ziolkowski will research brush removal.

HEALTH AGENCIES AND WELFARE

- List of agencies includes 2 additional agencies, One Sky, and Chase Home.

- Modest burial costs were added to the proposed Welfare budget.

MOTION: To Adjourn At 12:20 P.M.

MOTION: L. M. SMITH
SECOND: E. B. BEATTIE
UNANIMOUS