

DRAFT

PRESENT: L. Smith, Chairman; E. Beattie, Vice Chairman; L. Gargiulo, Selectman; L. Ruest, Town Administrator; K. Anderson, Secretary

The meeting was called to order at 8:30 AM.

MOTION: To go into Non-public session at 8:30 AM under RSA 91-A:3 II (c):
Specific Statutory Reason cited as foundation for the nonpublic session:

 X RSA 91-A:3, II(b) *The hiring of any person as a public employee.*

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

Roll Call vote to enter nonpublic session:	Larry M. Smith, Chairman	Y
	Edward B. Beattie, Vice Chairman	Y
	Louis Gargiulo, Selectman	Y

Entered nonpublic session at 8:30 a.m./p.m.

Public session reconvened at 9:30 AM.

2020 Pay Plan

The Board reviewed the proposed Pay Plan for 2020. L. Gargiulo stated that it was critical in this employment climate that the town attract and retain staff in order to maintain the same level of services for residents. He added that E. Beattie did a commendable job putting this together and he supports it.

The details of the pay plan were reviewed. The hire rate for the Secretary position is lower than the current rate and the Board agreed that the current wage will not be reduced and the employee will move to Step 1 in August, 2020.

MOTION: To include the revised Pay Plan in the 2020 budget.

MOTION: L. M. SMITH
SECOND: L. GARGIULO
UNANIMOUS

2020 Default Budget

The Default Budget was reviewed. L. Smith noted that the net result is that the default budget for 2020 is \$63,875 over the approved 2019 budget. This will be an agenda item at the next meeting.

2020 Budget Summary

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The draft 2020 budget was reviewed with the Town Administrator noting that the wages and benefits still need to be adjusted to incorporate the 2020 pay plan.

Account 4155-Employee Benefits

The benefits increase is primarily the result of including the fifth police officer and the new Town Clerk/Tax Collector position. E. Beattie asked about the unexpended 2019 amount in the benefit line and was told that it was in part a result of the police department being an officer down and shifts that couldn't be filled.

Account 4191- Planning Board

The Planning Board budget increase is the result of Rockingham Planning Commission rate and the addition of the minute taker for meetings.

Account 4194- Government Buildings

L. Ruest pointed out that \$1,800 has been included in the proposed budget for refinishing of the meeting room floor. The work was not done in 2019. She stated that she has one quote for a buffing/polishing of the floor for \$900.00 that could be accomplished this year; however there are concerns about not being able to have the windows open to abate the odor. The Board agreed that no work should be done this year and schedule the work for 2020.

The Board agreed not to budget for the paving/stripping and concrete repairs of the municipal parking lots in 2020.

Account 4210 – Police

The police department budget includes the wages for the proposed fifth officer, the revised pay plan and the 1.5% COLA.

Account 4215/4220 Ambulance / Fire Department

The new pay structure has adjusted these accounts with a small net reduction. E. Beattie asked about the amount budgeted/expended for 2019 for these lines. The Town Administrator said she expects that the budget will be used as the annual wages are being processed this week.

Account 4240 – Building Inspection

This account has a small decrease.

Account 4290 - Emergency Management

This account is increased and is all reimbursable.

Account 4312 – Highway

This account has now been broken out into categories in order to make it easier for the Road Agent to manage the areas of the budget. The Account has been level funded except for the decrease in the Winter Road Maintenance line.

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There is just over \$100,000 remaining in the account at this time and salt is being ordered.

Account 4323 – Solid Waste Collection

The budget has been adjusted to show the increase in the second half of 2020 collection costs. Pinard submitted an alternate proposal with simultaneous collection from both sides of the road which results in a decrease of \$1,700.

L. Ruest pointed out that the proposed budget includes \$2,000 for burning brush as well as \$6,500 on line 4324-810 for brush chipping. After discussion the Board decided to increase the burning line by \$1,000 to \$3,000 and remove the \$6,500 from chipping.

Account 4324 – Solid Waste Disposal

The tonnage for 2020 is estimated at 720 tons at Pinard's estimate of \$70.00 per ton. The current contract is \$65.00 per ton expiring 6/30/20.

Account 4411 – Health

The Town Administrator pointed out that the line for test pits was significantly overspent in 2019, although it is offset by the same amount in revenue. It has been level funded for 2020.

Account 4415 – Health Agencies

Most all agencies that the town funds requested level funding for 2020. CASA has requested an increase from \$500 to \$1,000; One Sky has requested a decrease from \$900 to \$800; Richie McFarland has requested an increase from \$600 to \$900 and Rockingham Nutrition has requested an increase from \$750 to \$775. The Board agreed to level fund CASA and approve the other adjustments requested.

Account 4520 – Parks and Recreation

The Board discussed the \$2,500 being budgeted for the gravel/shoulders along the town common, noting that it was on a State Road.

L. Smith said that the funds the Recreation Commission receives from Castleberry Fair should be used to do work on the town common. He noted that the cannon balls need to be painted and there are some shrubs to be replaced.

Account 4611 Conservation Commission

The increase in the Conservation Commission budget is for fencing at the Marsh Lane conservation area.

2020 Draft Warrant

The Board reviewed Article 19 and agreed to adjust the wording to "up to \$25,000" and delete the last sentence.

Article 22 for the police cruiser funding was discussed and L. Smith requested that the balance in the account at the end of 2018 and 2019 be reviewed to determine if the account is growing, with the goal of adjusting the percentages of the cruiser costs between the funds and taxation.

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Article 25 is to bring the Building Maintenance Capital Reserve Fund back to \$25,000 and the amount needed will be determined at year end. The Board agreed that \$25,000 was a legitimate balance for that fund.

Article 26 is informational regarding the addition of a floating dock and the wording may need to be clarified.

OLD BUSINESS

The Town Administrator presented thank you letters to the Technology Committee members and appointments to the Sewer Committee for the Boards signatures.

MOTION: To sign the thank you letters to the technology committee members and to sign the appointments for David Allen and John Colliander to the Route 1 Sewer Committee.

**MOTION: L. GARGIULO
SECOND: E. BEATTIE
UNANIMOUS**

ADJOURNMENT

MOTION: To adjourn the meeting at 10:45 AM.

**MOTION: L. GARGIULO
SECOND: E. BEATTIE
UNANIMOUS**