

BOARD OF SELECTMEN MEETING

January 12, 2004 Budget Hearing/Regular Meeting

MEMBERS PRESENT: Chairman Galen Stearns, Roger Hohenberger, Chris Doyle and Bruce Breton were present. Alan Carpenter was excused. David Sullivan, Town Administrator, and Dana Call, Finance Director were also in attendance. Meeting commenced at 7:00 pm.

The Board of Selectmen held the following public hearing on a bond issue as posted below:

LEGAL NOTICE

In accordance with RSA 33:8-A, the Board of Selectmen will hold a Public Hearing on a proposed bond issue in the amount of \$205,000 for the purpose of purchasing a new fire engine for the fire department, on Monday, January 12, 2004 at 7:00 pm at the Planning and Development Department.

Article 4 – \$410,000 to purchase fire engine; \$205,000 of which to be bonded. Article was amended to remove the words "said sum to be in addition to" and instead read "...any federal , state or private funds made available therefore shall be applied towards the cost of the equipment...". Article was also amended to add the following to the end of the article "...with the balance of \$205,000 to be raised by general taxation..."

Mr. Hohenberger moved to RECOMMEND the article as amended. Mr. Breton seconded. Passed 4-0.

The Board of Selectmen held the following public hearing on the 2004 Town Budget as posted below:

LEGAL NOTICE

The Board of Selectmen will hold a public hearing on the proposed Town Budget and Warrant for 2004 on Monday, January 12, 2004 at 7:15 pm at the Planning and Development Department, in accordance with RSA 32. A second hearing, if necessary, will be held on Thursday, January 15, 2004 at 7:00 pm, at the Planning and Development Department. The proposed budget figures are as follows:

General Government	\$ 1,642,470.00
Public Safety	4,231,765.00
Highways, Streets and Bridges	772,405.00
Sanitation	787,095.00
Health and Human Services	68,950.00
Welfare	54,205.00
Culture and Recreation	989,950.00
Debt Service	601,420.00
Capital Outlay	300,000.00
Property Trust Account	30,000.00
Earned Time Trust Account	30,000.00
Museum Trust	4,350.00
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Total Proposed Budget	\$9,512,610.00

The above proposed budget figures represent a decrease of (\$42,610.30) net from the 2003 appropriations of \$9,555,220.30 or (0.446%).

The Selectmen will also address all Petition and Special Warrant Articles including:

1. \$30,000 for improvements to Griffin Park
2. \$75,540 for Castlehill Road Bridge Repair Engineering Designs
3. \$410,000 for purchase of Fire Engine - \$205,000 of cost to be bonded
4. \$50,000 for phase two repairs to Bartley House
5. \$65,000 for purchase of Refuse Trailer for Transfer Station
6. \$89,705 for Master Plan Update
7. \$100,000 for Police Contracted Details – funding to come from Revenue Fund
8. \$7,000 for Marketing costs associated with Searles Building – funding to come from Revenue Fund
9. \$27,000 for Searles School Improvements – funding to come from Revenue Fund
10. \$44,740 to fund Police Union Contract for 2004
11. \$30,510 to fund Fire Union Contract for 2004
12. \$16,705 estimated cost to fund Municipal Union Contract for 2004
13. \$21,060 for hiring Recreation Coordinator – cost for eight (8) months
14. \$13,270 for hiring Maintenance Employee – cost for six (6) months
15. \$27,495 for hiring Transfer Station Operator – cost for six (6) months

If all special articles are approved (total \$1,008,025) the budget will increase by \$965,414.70 or 10.104%. Total budget for 2004 would then be \$10,520,635.

The total budget increase, after taking into account the use of \$205,000 in bonds, \$46,400 from the Searles Revenue Fund and \$100,000 from the Contracted Police Revenue Fund (grand total of \$351,400) would be \$614,014.70 or 6.426%. The 2004 budget would be a net of \$10,169,235.

Mr. Sullivan gave a presentation explaining the overall budget and highlighting the areas of increases in all departments. Following this the Board explained each area and addressed any questions. As part of the discussions, the Board made the following motions on the 2004 Budget:

Article 31 (revised to #37) – Operating Budget - \$9,446,170.00 - Mr. Doyle moved to RECOMMEND the operating budget article 31 (revised to 37). Mr. Hohenberger seconded. Passed 4-0. The recommended proposed operating budget is **\$9,446,170.00** which reflects the posted budget of \$9,512,610.00 less the trust accounts and conservation commission budget which are included in separate articles below.

Article 15 – \$30,000 for improvements to Griffin Park - Mr. Breton moved to RECOMMEND article. Mr. Doyle seconded. Passed 4-0.

Article 16 – \$65,000 for purchase of a Refuse Trailer for the Transfer Station – Mr. Hohenberger moved to RECOMMEND article. Mr. Breton seconded. Passed 4-0.

Article 17 – \$89,705 for Master Plan Update – Mr. Doyle moved to RECOMMEND article. Mr. Breton seconded. Passed 4-0.

Article 18 – \$75,540 for Castlehill Road Bridge Repair Engineering Designs – Article was amended to remove the phrase "...who has similar article before its voters this town meeting" and to amend the phrase "...but defeated by the voters in Pelham" to "...but not funded by the voters in Pelham." Mr. Doyle moved to RECOMMEND the article as amended. Mr. Breton seconded. Passed 3-1 with Mr. Hohenberger opposed.

Article 19 – **\$50,000 for phase two repairs to the Bartley House**– Mr. Doyle moved to RECOMMEND the article. Mr. Breton seconded. Passed 4-0.

Article 5 – **\$30,000 to add to Earned Time Trust Fund**– Mr. Doyle moved to RECOMMEND the article. Mr. Breton seconded. Passed 4-0.

Article 6 – **\$30,000 to add to Property Maintenance Trust Fund**– Mr. Doyle moved to RECOMMEND the article. Mr. Breton seconded. Passed 4-0.

Article 7 – **\$4,350 to add to Museum Trust Fund**– Mr. Doyle moved to RECOMMEND the article. Mr. Breton seconded. Passed 4-0.

Article 8 – **\$21,060 to hire part-time (30 hour) Recreation Coordinator beginning May 1, 2004** – Mr. Doyle moved to RECOMMEND the article. Mr. Breton seconded. Passed 4-0.

Article 9 – **\$13,270 to hire part-time (30 hour) Maintenance Employee beginning June 1, 2004** – Mr. Doyle moved to RECOMMEND the article. Mr. Breton seconded. Passed 4-0.

Article 10 – **\$27,495 to hire full-time Transfer Station Operator beginning June 1, 2004** – Mr. Doyle moved to RECOMMEND the article. Mr. Breton seconded. Passed 4-0.

Article 11 – **\$44,740 to fund Police Union Contract for 2004** – Mr. Doyle moved to RECOMMEND the article with amendment to add the word "tentative". Mr. Breton seconded. Passed 4-0.

Article 12 – **\$30,510 to fund Fire Union Contract for 2004** – Mr. Doyle moved to RECOMMEND the article with amendment to add the word "tentative". Mr. Breton seconded. Passed 4-0.

Article 13 – **\$16,705 estimated cost to fund Municipal Union Contract for 2004** – Mr. Hohenberger moved to ratify the tentative agreement with the union and to RECOMMEND the article with amendment to add the word "tentative". Mr. Doyle seconded. Passed 4-0.

Article 20 – **\$7,000 for Marketing costs associated with Searles Building**– Funding to come Revenue Fund. Mr. Doyle moved to RECOMMEND the article as amended by adding the words "...balance in the previously established...". Mr. Breton seconded. Passed 4-0.

Article 21 – **\$27,000 for improvements to the Searles Building**– Funding to come Revenue Fund. Mr. Breton moved to RECOMMEND the article as amended by adding the words "...balance in the previously established...". Mr. Hohenberger seconded. Passed 4-0.

Article 22 – **\$100,000 for Police Contracted Details**– Funding to come Revenue Fund. Mr. Doyle moved to RECOMMEND the article as amended by adding the words "...balance in the previously established...". Mr. Breton seconded. Passed 4-0.

Article 24 (revised to #23) – **Conservation Commission \$2,090** – Mr. Doyle moved to RECOMMEND the article. Mr. Hohenberger seconded. Passed 4-0.

Article 14 – **Fallback article to allow special meeting to readdress contract articles should they fail** – The Board explained the article but as it was not an appropriation, took no recommendation action.

Article 23 – **concerning special revenue fund for fire haz mat operations was withdrawn.**

Article 25 (revised to #24) – **To modify Veterans Tax Credit from \$100 to \$250** – The Board explained the article but as it was not an appropriation, took no recommendation action.

Article 26 (revised to #25) – **To modify Disability Tax Credit from \$1,400 to \$2,000** – The Board explained the article but as it was not an appropriation, took no recommendation action.

Article 27 (revised to #26) – To adopt Tax Exemption for Deaf of \$15,000 based on certain qualifications – The Board explained the article but as it was not an appropriation, took no recommendation action.

Article 28 (revised to #27) – To modify Tax Exemption for Disabled to \$80,000 based on certain qualifications – The Board explained the article but as it was not an appropriation, took no recommendation action.

Article 29 (revised to #28) – To modify Tax Exemption for Elderly by \$10,000 based on certain qualifications – The Board explained the article but as it was not an appropriation, took no recommendation action.

Article xx (revised to #29) – New article for \$25,600 for purchase of four four-person vehicle radio headsets and two vehicle mounted radio repeater units for the Fire Department to be received through a 90/10 FEMA grant, with net appropriation of \$2,560. – Mr. Doyle moved to RECOMMEND the article. Mr. Breton seconded. Passed 4-0.

New Article – Rex Norman, Town Assessor, presented a request to the Board to add an article for \$25,000 for the purpose of hiring a contracted data collector to assist the Assessing Office in 2004, to be funded from existing fund balance. The Board discussed the request and Mr. Hohenberger moved to defer Mr. Norman's request for a one year period. Mr. Breton seconded. Passed 4-0. Article will not be added.

Petitioned Articles:

Article 30 (revised to #32) – Appointment of Zoning Board of Adjustment (ZBA) Members – The Board discussed the article but as it was not an appropriation, took no recommendation action.

Article xx (revised to #33) – \$250,000 for the purpose of reconfiguring and reconstructing the Cardinal and Oriole Road intersection – The petitioner, Elizabeth Lippold presented the petition and the Board discussed the issue. Mr. Doyle moved to RECOMMEND the article. Motion failed due to lack of a second.

Mr. Doyle moved to NOT RECOMMEND the article. Mr. Hohenberger seconded. Passed 3-1 with Mr. Doyle opposed.

Article xx (revised to #34) – To rescind the provisions of RSA 40:13 (known as SB 2) as adopted by the Town Meeting of Windham, NH on March 10, 1998 – The Board accepted the article but as it was not an appropriation, took no recommendation action.

The Board completed this part of the public hearing and continued it until Thursday, January 15, 2004 at 7:00 pm for the purpose of handling any petitioned articles that may be received prior to the January 13, 2004 deadline.

Following this portion of the Budget Hearing the Board continued with their regularly scheduled meeting.

OLD BUSINESS: Mr. Turner, Planning Director, was present to discuss the potential reorganization of the Planning and Development Department. The Board agreed to maintain the present staffing structure, including the hiring of a replacement Assistant Planner and full-time Building Inspector.

NON-PUBLIC SESSIONS: Mr. Doyle motioned and Mr. Hohenberger seconded to go into non-public session in accordance with RSA 91-A:3, IIa. Roll call vote – all members – yes. Subject was personnel. The Board, Mr. Sullivan, and Mr. Turner were in attendance.

The Board was presented with a recommendation to hire a replacement Assistant Planner. Mr. Doyle moved to hire staff's recommendation for the Assistant Planner position, contingent on results of a physical and background check. Mr. Hohenberger seconded. Passed 3-1 with Mr. Breton opposed.

Mr. Doyle motioned and Mr. Breton seconded to adjourn the Selectmen's Meeting. Meeting adjourned at approximately 12:15 am.

CONTINUATION OF BUDGET HEARING – JANUARY 15, 2004

The Board continued its Budget Hearing for the purpose of considering the following new and or petitioned articles. All Board members and Mr. Sullivan were present. Meeting began at 7:00 pm.

1 - By petition of Kevin Waterhouse and other, "To see if the Town will raise and appropriate the sum of \$10,000 for the purpose of paying the Town of Windham's share of the legal, and other expenses incurred by the Pennichuck Regional Water District Charter committee in its attempt to draft our charter and form the regional water district".

Mr. Waterhouse explained the purpose of the Regional Water District and the request for funding assistance. He stated that the intent of the District was to refund all communities for any funding granted once it was formed and had issued revenue bonds.

Mr. Hohenberger moved to Not Recommend article. Mr. Breton seconded. Passed 4-1 with Mr. Carpenter opposed.

2 - By petition of Michael Swider and others, "To see if the Town will vote to authorize the Selectmen to convey the premises known as Lot 16-P-350, 0 Fourth Street, to Michael and Gerri Swider, for the sum of \$4,600 as well as any legal fees for the transfer of the property; said transaction subject to the approval of the Board of Selectmen after receiving comments from the Planning Board and Conservation Commission; and furthermore said conveyance to contain a restriction that this lot not be allowed to be separately developed, except for the installation of a septic system for Lot 16-P-197, known as 9 Fourth Street, and upon other terms and conditions as the Board of Selectmen may determine.

Mr. Sullivan explained the intent of the article as the petitioner was not present.

Mr. Carpenter moved to Not Recommend the article. Mr. Breton seconded. Passed unanimously.

3 - Shall the Town vote to authorize the Selectmen to execute utility easements for the provision of utility services on the premises on Range Road, known generally as Griffin Park; such easements to include such terms and conditions as are customary for such utility easements

Mr. Sullivan explained the intent of this article as well as the following one as being needed to allow the Selectmen the ability to grant utilize easements on Griffin Park as well as at the Searles Building. At this point in time the easements needed were for propane service at Griffin Park and electrical service for street light at the Searles Building. As easements are considered interest in real estate, the Town Meeting must vote to empower Selectmen to have the right to grant same.

Mr. Hohenberger moved to Recommend article. Mr. Doyle seconded. Passed unanimously.

4 - Shall the Town vote to authorize the Selectmen to execute utility easements for the provision of utility services on the premises on Range Road, known generally as the Searles Building and Chapel; such easements to include such terms and conditions as are customary for such utility easements

Mr. Hohenberger moved to Recommend article. Mr. Breton seconded. Passed unanimously.

Mr. Breton moved to move all articles discussed in the past two sessions to the deliberative session with the Board's recommendations as noted. Mr. Carpenter seconded. Passed unanimously.

Meeting adjourned at 8:30 pm

Respectfully submitted,

David Sullivan, Town Administrator

NOTE: These minutes are prepared in draft and have not been submitted to the Board for approval.