

MINUTES

Sanbornton Budget Committee

Meeting Date and Time: Monday, January 8, 2018 at 7:00 PM

Meeting Place: Town Offices, 573 Sanborn Road, Sanbornton, N.H.

The meeting was called to order by Craig Davis at 7:02 PM.

Present: Justin Barriault, Craig Davis, John Vorel, Selectman Karen Ober, Earl Leighton

Approval of draft BC minutes from 12/18 – Selectman Ober made a motion to approve the draft minutes of 12/18. Craig Davis seconded the motion and the motion passed, with Earl Leighton abstaining.

Review of FY19 Department Budgets

Police Department – Police Chief Steve Hankard stated that the current budget year is underspent due to losing half its staff of experienced officers in 2017. The State Police continue to cover overnight between 2:00am to 6:00am at no cost. The Police Department has delayed filling the 6th officer position and used that vacant salary to give slight pay increases to the other officers, and were also able to hire an experienced officer that did not need training. He also explained that the Department contracts with the town of Tilton for prosecution now, which has been a big time and cost savings. There will be a warrant article for a 6th officer at Town Meeting this March. Craig Davis asked if there has been an increase in reported crime during the vacancy of the 6th officer position and Chief Hankard responded that it has not.

Chief Hankard explained that the only salary raises being asked for in the FY19 budget are for the Administrative Assistant and newest officer; both positions did not receive pay raises this fiscal year. He noted that the line item for Animal Control is now called “Contracted Services” and includes animal control and prosecution services from Tilton. Earl Leighton asked if it is possible to subcontract with Tilton for police coverage. Chief Hankard responded that towns typically do not do this, and if it was possible it would probably be too expensive and not feasible with Tilton’s staff size. In regards to police vehicles, Craig Davis asked if the Chief has considered purchasing extended warranties and if this would save money on repairs. Chief Hankard responded that he will check, and Craig Davis stated that this may be something to consider putting on a warrant article. Earl Leighton noted that the budget line for gas has gone down, and Chief Hankard responded that the newer police vehicles do not use as much gas as the older models. The line for training has increased by \$500 as the State requires towns to pay for more than in previous years.

Craig Davis made a motion to accept the BOS recommended budget of \$427,816 for Police. Justin Barriault seconded the motion and motion passed unanimously.

Highway Department and Transfer Station – Highway Department Director Johnny Van Tassel was in attendance to answer any remaining questions from Committee members. He stated that the BOS had recently hired two Highway employees, totaling 6 employees. The budget for the 6th employee for FY19 was voted in for \$1 at the previous meeting so funding for this will need

to be discussed at the next Budget Committee meeting. The Transfer Station will also be discussed at the next meeting.

Recreation – Recreation Department Director Julie Lonergan explained that many items in the previous year's budgets have been moved to the revolving fund such as basketballs and soccer balls. This budget includes mainly salaries. She stated that there has been an increase in the need for after- and before-school care, and that there is an additional 12.5 hours per week in the budget for an employee to work those hours if needed. Craig Davis asked if childcare rates are income-based and Julie Lonergan responded no, there is a flat rate and scholarship opportunities are available. Craig Davis made a motion to accept the BOS recommended budget of \$110,476. John Vorel seconded the motion and the motion passed unanimously.

Executive Administration – Craig Davis made a motion to accept the BOS recommended budget of \$124,660. Justin Barriault seconded the motion and the motion passed unanimously.

Financial Administration – Earl Leighton made a motion to accept the BOS recommended budget of \$73,814. Craig Davis seconded the motion and the motion passed unanimously.

Assessing – Selectman Ober explained that there is now an Assessing Assistant, which is a different title than the former Assessor. Earl Leighton asked was the cycle is for assessing, and Selectman Ober responded that it's every 5 years and the Town is in its 2nd year of the cycle now. She noted that there will need to be a software upgrade or purchase needed for Assessing as well. Craig Davis made a motion to accept the BOS recommended budget of \$141,300. Justin Barriault seconded the motion and the motion passed unanimously.

Personnel Administration – Selectman Ober stated that the Town was going to switch insurance companies but the new provider would not cover retired employees that buy into the program, so they have had to go back to Harvard-Pilgrim. She also explained that the Town does not do a large buy-out for employees that choose not to take insurance like other municipalities, but they do a pay the employee the deductible amount after one year of employment. Craig Davis made a motion to accept the BOS recommended budget of \$713,764. Earl Leighton seconded the motion and the motion passed unanimously.

Planning Board – Selectman Ober stated that the newly hired Town Planner/Zoning Administrator is leaving next week for a full-time job. Craig Davis stated that it will be hard to find someone to work part-time for this position. Earl Leighton made a motion to accept the BOS recommended budget of \$43,185. John Vorel seconded the motion and the motion passed, with Justin Barriault abstaining.

Zoning – Craig Davis made a motion to accept the BOS recommended budget of \$3,443. John Vorel seconded the motion and the motion passed unanimously.

Library – Earl Leighton noted that the main increase in the Library budget was due to salaries. Selectman Ober stated that the BOS decreased some of the Library's initial salary increase requests to come to the final BOS recommended numbers. John Vorel made a motion to accept

the BOS recommended budget of \$137,343. Craig Davis seconded the motion and the motion passed unanimously.

General Government Buildings – John Vorel made a motion to accept the BOS recommended budget of \$109,120. Craig Davis seconded the motion and the motion passed unanimously.

Other General Government (Budget Committee, Historic District Commission, Solid Waste Committee, Capital Improvements Program Committee)– Earl Leighton made a motion to accept the BOS recommended budget of \$3,161. John Vorel seconded the motion and the motion passed unanimously.

John Vorel asked if the remaining Budget Committee meetings could start any earlier. Members agreed that 6:30 could work, as long as the next meeting is held at the Life Safety Building meeting room due to scheduling conflicts at the Town Offices. The Committee also agreed that the proposed date of Tuesday, February 6th for the public hearing, with a snow date of Tuesday, February 13th, will work.

Meeting adjourned at 9:00. The next meeting is scheduled for Monday, January 15th at 6:30 to be held at the Life Safety Building meeting room.

Respectfully submitted,

Audry Barriault, Budget Committee Secretary