

TOWN OF SEABROOK

BUDGET MEETING

NOVEMBER 6, 2008

Present: Don Hawkins 6:00PM
Peg Weare
Paula Wood
Richard Maguire
Ivan Eaton
Michelle Heywood
Aboul B. Khan
Barry Brenner

Mr. Hawkins opened the meeting at 6:02PM.

MEETING MINUTES - JUNE 26, 2008

MOTION: Richard Maguire To approve the minutes
Second: Paula Wood of June 26, 2008.
Abstain: Michelle Heywood
Motion passed.

MEETING MINUTES - JULY 24, 2008

There was discussion about emails how they should be included in the minutes.

MEETING MINUTES - AUGUST 21, 2008

There was discussion over the three corrections to be made to the minutes where it was noted that Paula Wood was vice-chairman. Mr. Maguire stated he had the new minutes with the corrections.

MOTION: Paula Wood
Second: Michelle Heywood
Unanimous To approve the minutes
of August 21, 2008 with
the corrections.

Mr. Hawkins discussed the budget books purchased. A portion of Knowing the Territory was copied and distributed to the members.

There was discussion over the previous motion to purchase the books. Mr. Maguire suggested using the money to purchase the gift certificates could be used for the books. Mr. Hawkins said he would talk with the Town Manager to see if the money could be found to purchase.

Mr. Hawkins also distributed the Right to Know law and there was a discussion.

Mrs. Wood asked if the information they received from the school would be distributed to all members. Mr. Hawkins will get all the information together for the other members.

Mr. Brenner said the Finance Manager has been out ill most of the week but she would be in attendance at all future meetings. He discussed the numbers that were not put in the default budget. He said it has been a challenge but with this year's default budget they would work hard with the departments to make sure the correct costs are put in the default budget.

Mrs. Wood has some questions that she would like answered for the next meeting. What is the correct bottom-line number for the default budget? How are the numbers justified that were not put in the default budget? What are the differences? Mr. Brenner said he is not aware of any list of what the differences are. He would like to see the Finance office put their efforts into this year's costs.

The committee would like the Finance Manager to be first on the agenda for next week's meeting.

Mr. Brenner provided a memo with the proposed budget of the Selectmen and also the memo with the proposed Town Manager's budget. He said the Selectmen's focus was to maintain existing levels of service. He discussed some of the major changes in the budget.

Mrs. Wood asked if the \$6 million bond went out to bid. Mr. Khan explained the process used and how they went through the bond bank. Mr. Brenner said the bond bank does just that and they have a very good competitive bond package. Mrs. Wood asked if she could get the rate of interest being paid on the bond and the rate of interest receiving on the investment of the money.

There was discussion on the workers compensation rates and how the rates are determined within the pool. This area needs attention and will be worked on for next year. Mr. Brenner said there are not many private companies writing this type of insurance for towns and cities.

Police detail increase was explained but that it is 100% reimbursed with a 20% cost for administrative fees.

Mr. Brenner said the voters approved the lease/purchase of a new recreation mini-bus and this needs to be shown in the expenditures. However, it would be funded from the unreserved fund balance.

There was general discussion on the budget and it was stated it is a bare bones budget. If the budget does not pass we could possibly have to cut services.

Mr. Brenner said utilities, fuel and chemicals have increased and we have no control over these rising costs. Mr. Hawkins asked if we have contracts with these vendors and could they be included in the default budget. Mr. Brenner said for electricity no but he would need to check on the others.

Mr. Brenner said they are currently working on collective bargaining, warrant articles and capital improvements, which are the other factors that make up the budget.

Mr. Maguire asked about the negotiations with the power plant. Mr. Brenner said they are still negotiating but are setting a value for this year to be able to set a tax rate.

Mrs. Wood asked if there would be any warrant articles for vehicles this year. Mr. Brenner said they are still working on the capital improvements. Mrs. Wood said in past years the vehicle was to be traded or sold but remained part of the fleet per the recommendation of the last Town Manager.

MEETING SCHEDULE

The committee set December 1 as another date to hold budget hearings. They will use December 15 also as a make-up if needed.

Next meeting is Thursday, November 13 at 6PM and the committee will hear the Public Works budget and Police Department budgets.

The budget committee requests that the Department Head give a summary of department, current staffing levels, increases,

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warrant articles if any and any opportunities they see to reduce costs.

Mrs. Wood submitted an email to be included in the minutes (see attached).

MOTION: Richard Maguire
Second: Michelle Heywood
Unanimous

To adjourn the meeting
at 8:00PM.

Meeting adjourned at 8:00PM.
Minutes taken by Kelly J. O'Connor

Approved and endorsed:

Don Hawkins, Chairman

Date: _____