

TOWN OF SEABROOK

BUDGET MEETING

MARCH 27, 2008

Present: Paula Wood  
Peg Weare  
Richard Maguire  
Ivan Eaton  
Don Hawkins  
Brendan Kelly  
Scott Dunn

6:00PM

Mrs. Wood opened the meeting at 6:02PM.

Mr. Maguire recommended holding off on the nomination of officers until a full board is present.

Mrs. Wood explained she asked for the meeting to see what the pleasure of the board is in holding monthly or bi-monthly meetings.

Mr. Maguire commented they do have a vacant position to fill. The position has been posted. Talked about having next meeting on April 24, 2008 at 6PM.

MOTION: Richard Maguire To have next meeting on  
Second: Paula Wood April 24 at 6PM.  
Unanimous

Mrs. Wood said she does have a letter of resignation from Aboul Khan if anyone is interested in reading.

Mrs. Wood said previously they had department heads in to gather information. Mr. Maguire recommended a sub-committee be formed to meet with the town manager and come up with a realistic time-line for budgets and warrant articles to be submitted.

Mr. Dunn said the schedule should be formed by the last day that the public hearing can be held.

MOTION: Richard Maguire To form a sub-committee  
Second: Brendan Kelly with Paula Wood and  
Unanimous Don Hawkins to work with  
town manager on  
developing a time-line.

Mrs. Weare asked if there would be any changes to the budget like last year. Mr. Dunn said he anticipates there would be.

Mrs. Wood said she is concerned with the new positions being created that she read in the newspaper. Mr. Moore said the administrative assistant position was withdrawn so anything that happens will be next year during negotiations. The K9 unit will come out of the overtime and training budget line item.

Mr. Maguire commented that the formulation of the default budget lies with the selectmen unless they give it to the budget committee. Mr. Dunn said he will be talking with the department heads at the staff meeting in April and once completed the default budget would be presented.

Mr. Eaton commented that the budget committee is the watchdog of the budget.

Mrs. Heywood asked about the resource officer and the money that was budgeted. Mr. Dunn said the memorandum of understanding would be fulfilled and he explained the structure and how it affects the revenues. Mrs. Heywood also asked how the school would go about being wired for live broadcasts. Mr. Dunn said it would take a town meeting vote.

Mrs. Wood asked about the CIP and if the items would still come from surplus. Mr. Dunn said that is his vision. He explained the process. He said there would always be items that are requested but not recommended by the selectmen.

There was general discussion on what the CIP is and how it is funded. The same process will be used for 2009.

Mr. Maguire asked about the encumbrances for 2007. Mr. Dunn explained it was due to the police cruisers not being received until December and not billed until January.

Mr. Maguire said the library has \$17000 of unused monies and he feels that is unacceptable. The funds for the gym divider will be turned over to the surplus fund balance.

Mrs. Wood questioned the road salt costs. Mr. Dunn said the highway manager estimates it will be over-expended by about \$25K.

Mr. Maguire commented about the union contracts and when they are available for public view. He said he would like to know what the content is before voting in favor of. Mr. Dunn said his opinion is that when the selectmen vote on the contract it

then becomes a public document. He said they were available for view by the budget committee. Mr. Dunn did caution they would  
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not be ready until the drop-dead date due to union as well as the town being able to negotiate changes.

Mrs. Wood asked if the document could be provided to the committee for review. Mr. Dunn said he does not have a problem with that.

Mrs. Wood requested that when a department is asking for a new vehicle could they provide maintenance records so they may make an informed decision.

Jason Janvrin arrived at 6:55PM.

Mr. Eaton said the wording changed on the articles to be traded or sold so that the selectmen have authority to decide what to do with. Mrs. Wood said her opinion is that if voted in favor no money should be spent regardless of what is for (gas, sticker, insurance, etc.).

Mr. Hawkins asked for explanation on warrant articles being funded by surplus or tax money. Mr. Dunn explained the decision made by the selectmen.

Mr. Janvrin asked if they have discussed the surplus fund balance. Mr. Dunn said not as of yet.

Mrs. Wood requested the committee receive the detailed expenditure report monthly from the finance office and also the local budget process books.

There was general discussion on the services offered and how to keep spending to a minimum. Mr. Hawkins is concerned with the best practices and it may be something to look into for the future.

Mrs. Wood asked about the fee study committee and if the selectmen are still considering their recommendations. Mr. Moore said they need to have discussion with the DPW manager to work things out.

MOTION: Paula Wood To adjourn the meeting  
Second: Michelle Heywood at 7:23PM.  
Unanimous

Meeting adjourned at 7:23PM.  
Minutes taken by Kelly J. O'Connor

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Approved and endorsed:

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Paula Wood, Chairman

Date: \_\_\_\_\_