

TOWN OF SEABROOK

BUDGET MEETING

NOVEMBER 15, 2007

Present: Paula Wood
Peg Weare
Richard Maguire
Michelle Heywood
Aboul Khan
Cora Stockbridge
Richard McCann
Scott Dunn

6:00PM

Mrs. Wood opened the meeting at 6:04PM.

Mrs. Wood said she spoke to the DRA and they do not get that deep into the budget. Her opinion is that the money should be allocated to where it is spent.

Mr. McCann commented that the board of selectmen put together a good budget and as he understands it the budget committee can add to or remove any items they choose from the budget.

Mrs. Stockbridge said a couple of years ago the health insurance was broken out by department so that it could be better understood.

Mr. Maguire said there is no requirement by law so the committee should proceed with the budget and he hopes that internal records would be kept.

Bonnie Fowler said the town managers staff could not be used in her office without state certification. Lillian Knowles said the girls have been trained in her office but she has left some money in the budget in case they are not available.

MOTION: Richard Maguire To adopt the minutes of
Second: Richard A. McCann November 1, 2007.

Cora Stockbridge said she would like to have it recorded in the minutes that she and Ivan Eaton were sworn in by Kelly O'Connor.

MOTION: Richard Maguire To amend the motion to
Second: Cora E. Stockbridge include the change.
Unanimous

Mr. Maguire asked if Mike Jeffers could be contacted and moved to the meeting of November 29.

MOTION: Richard Maguire To change order of the

Second: Paula Wood
Unanimous

department head budgets.

Mr. Maguire asked about the police vehicle lease and if the budget committee could move it to a warrant article. Mrs. Stockbridge said she believes it could be recommended but would need to be placed on the ballot. Mr. McCann commented this should be done for the new vehicles rather than the ones we have, otherwise if it is voted down we lose the vehicle and the money already spent.

Mrs. Stockbridge said that was her point last week with the three new purchases last year and if put back on the ballot and turned down we lose it all. Mr. Dunn said that it is due to the non-appropriation clause written into the language. Either way he said is a risk.

Jason Janvrin arrived at the meeting at 6:26PM.

Mr. Dunn said that something that was approved in 2007 does not mean that the voters have to appropriate the money in 2008. Mr. McCann said he thinks this should be taken back to the board to discuss in further detail with the town manager.

Mr. Maguire asked about the cost savings on the health insurance for SEA employees. The money has been calculated into the budget.

POLICE DEPARTMENT - 220

Pat Manthorn was present for his budgets.

Mr. McCann asked if the retired police officers are used as part-time officers to help reduce the cost of training. Also, if the youth service officers car was taken out of the budget would it pose a problem? Chief Manthorn said the car is showing its age but he has no issue with it being a warrant article.

Chief Manthorn said regarding the retirees it should be looked at as a case-by-case basis.

Mrs. Stockbridge asked if the contingency fund money was put back into the budget. Mr. Dunn said it was not.

Mrs. Heywood talked about the salary for the resource officer and that the money is not currently in the school budget but not because they don't want to keep him but that they had a problem with the way the contract was written.

Mr. McCann said the budget is a work in progress and they could go back and make changes. Mrs. Stockbridge commented that the board of selectmen's budget is not completed. Mr. Janvrin said that whatever happens in this room is what goes to the voters.

Mrs. Stockbridge said the part-time officers are used for the beach patrol and without those employees how do you get the work accomplished. Mr. Dunn said there is \$21K in the budget for this.

Mr. Janvrin asked how the chief feels with the recruitment of officers being funded out of the town managers budget. Chief Manthorn said he feels it is a big mistake.

Mr. Janvrin asked if \$25K was enough money for radio maintenance. Chief Manthorn said it would suffice if they get the vehicles he is requesting.

Mr. Maguire asked about line 145, it was clarified as service pay out of rank. He also asked about the 11% increase in line 210. Mr. Dunn said it all depends on the individual employee plans. He questioned line 230 and Mr. McCann explained that the rates might change again in 2011. Line 561, Mr. Dunn explained was by looking at past trends. Line 140 includes annual and sick time as allowed per the contracts. Michael Cawley's position was filled on an over-time basis until his return. It was explained that all shifts must be covered per the contract from Memorial Day until Labor Day.

Chief Manthorn explained the promotion process to lieutenant. He said currently the detective sergeant does all the internal audits and both employees are in the same union. He said they do as many audits as what comes forward.

Chief Manthorn explained the function of the drug officer to Paula Wood.

Mr. Janvrin asked if the money in line 431 was to maintain the radios purchased by a grant. Chief Manthorn confirmed it was.

Mrs. Stockbridge asked about line 635 and it was decreased as at the time fuel costs were decreasing. Line 812 was reduced based on the town managers recommendation and the board is looking at was spent in the past.

Mrs. Wood asked the town manager to share with the committee the money that was put back when the contingency fund was removed.

MOTION: Jason Janvrin To increase line 812 to
Second: Aboul Khan \$10K.
Opposed: Richard Maguire
Abstain: Richard A. McCann
Motion passed.

MOTION: Paula Wood To add back the depart-
Second: Jason Janvrin ment request of \$58,699
Opposed: Richard Maguire to line 112.
Abstain: Aboul Khan & Richard A. McCann
Motion passed.

MOTION: Paula Wood To add the drug officer
Second: Jason Janvrin salary plus benefits to
Opposed: Richard Maguire line 111.
Abstain: Richard A. McCann & Peg Weare
Motion passed.

MOTION: Jason Janvrin To hold off on voting
Second: Peg Weare the bottom line until
Abstain: Richard A. McCann & figures are calculated.
Richard Maguire
Motion passed.

Mr. Maguire commented that it is the intent of the committee to leave the new vehicle of a lease purchase in the budget and where he is the minority it will be left alone.

POLICE STATION - 225

Pat Manthorn was present for this budget.

Mr. Janvrin asked why the money was removed from line 651. He said if we have invested in our public buildings we should be maintaining them. Mr. Dunn said he feels the money in line 490 is adequate funding after looking at past trends. Chief Manthorn explained the difference between ground maintenance and landscaping materials.

Mrs. Wood said her goal, as a budget committee member is to inform the public of everything that happens to the budget.

Mr. Khan said he feels that they are not going anywhere as the town manager made changes the committee does not agree with.

Mrs. Wood commented that she would not stop asking questions as she was voted in to look out for the best interest of the voters.

Mr. Janvrin asked what services would suffer with the decrease to line 510. Chief Manthorn explained what services are paid out of this line. Mr. McCann said they did not reduce the line but added money to compensate funds from past trends.

Mr. Maguire questioned the increase to line 111. Mr. Dunn said he could only assume it is due to an employee step increase.

MOTION: Richard A. McCann To recommend the
Second: Aboul Khan selectmen's request of
Opposed: Jason Janvrin & \$153,403.00.
Richard Maguire
Motion passed.

POLICE HIRE - 229

Pat Manthorn was present for his budget.

MOTION: Jason Janvrin To recommend the
Second: Cora E. Stockbridge selectmen's request of
Unanimous \$169,935.00.

MOTION: Paula Wood To take a five minute
Second: Jason Janvrin break at 8:15PM.
Unanimous

Committee reconvened at 8:20PM.

TOWN CLERK - 140

Bonnie Lou Fowler was present for her budget.

Mrs. Wood questioned line 112. Mr. Dunn said he looked at what has been spent in past years. He said the request to make a part-time employee full-time and didn't feel it was necessary.

Mrs. Stockbridge said it looks as though there is a 3% increase included in the figures and it needs to be removed, as the contracts have not been passed. Mr. Dunn said the selectmen's recommendation does not include the 3%.

Mrs. Wood questioned the money in line 140. Mrs. Fowler said it is needed, as her office would be trained to offer more services to the public.

MOTION: Paula Wood To increase line 140 to
Second: Jason Janvrin \$1500.00.
Opposed: Richard Maguire
Abstain: Richard A. McCann & Peg Weare
Motion passed.

MOTION: Paula Wood To approve the town
Second: Michelle Heywood clerk's budget in the
Unanimous amount of \$339,091.00.

TAX COLLECTOR - 150

Lillian Knowles was present for her budget.

Mrs. Wood questioned line 112 as the actual for 2007 have no figures. Mrs. Knowles explained she has used the full-time town managers staff to accommodate her office. She only included the part-time money as a backup in case staff was not available.

MOTION: Jason Janvrin To recommend the
Second: Michelle Heywood selectmen's budget in
Unanimous the amount of \$171,659.

SEWER - 521

Warner Knowles was present for his budget.

Mr. Knowles explained the need for the \$33K in line 870. The selectmen does not feel even with the additional testing that the line will go over the \$28K. Mr. Knowles commented that the current testing is outfall tests and the additional tests are for businesses and will cost about \$500 per test.

Mrs. Wood asked for explanation on line 410 decrease. Mr. Dunn explained his figure and why the selectmen put additional money in the line item.

Mrs. Stockbridge commented that the two part-time employees made full-time were not due to an EPA order. Mr. Knowles confirmed that it is an EPA order to have a minimum number of staff. General discussion on the positions required by the EPA order.

Mrs. Stockbridge asked about line 112 and if it was for the employee hired over the summer. Mr. Knowles said also for a part-time clerk. He said he has 2 employees out everyday due to vacation, sick, personal, training, etc.

Line 210 decreased due to employees going from the JY health plan to blue choice.

Mrs. Wood asked about line 145. This is for sick time buyout per the SSEA contract. Line 245 is a stipend per the union contract.

Mrs. Stockbridge asked how the sewer project would be finished. Mr. Knowles explained it could be done with his budget.

Mr. Janvrin noted for the record that the selectmen's budget is a 5% decrease over last years budget.

Mrs. Wood asked about lines 637,638 & 639. Mr. Dunn said he took a best guess estimate to what would be paid out this year.

MOTION: Jason Janvrin To recommend the
Second: Michelle Heywood selectmen's budget in
Opposed: Richard Maguire the amount \$1,668,194.
Motion passed.

Mr. Maguire said he is uncomfortable with the positions that had been filled.

STORMWATER - 320

John Starkey was present for his budget.

Mr. Maguire asked about line 510. The construction would be for an underground storage tank. This has been delayed until 2008 so the funds would be encumbered.

MOTION: Jason Janvrin To recommend the
Second: Paula Wood selectmen's budget in
Unanimous the amount \$117,400.00.

RUBBISH - 330

John Starkey was present for his budget.

Mr. Starkey said part-time employees are needed for weekend help at the transfer station and the double runs at the beach in the summer.

Mr. Janvrin asked if we were still under contract with Waste Management and if line 821 helps to offset the cost. Mr. Starkey said anything that doesn't cost more than \$84/ton means we are doing good.

Mrs. Stockbridge commented that line 210 decreased but in the highway department it didn't. She asked about line 740. It was explained it is used to purchase recycle bins.

Mr. Maguire asked what the part-time employees are used for. Mr. Starkey said as a general laborer, anything that does not involve heavy equipment.

Mrs. Stockbridge asked about the contingency fund money that was taken out and if any had been put back in this budget. Mr. Dunn said not in this budget. He went over accounts money was put

back into.

Mr. Khan asked Mr. Starkey how comfortable he was with the out-of-towners going into the transfer station. Mr. Starkey said it is getting better as he has been allowed to have more staff on duty on the weekends.

MOTION: Paula Wood To approve the rubbish budget at \$1,312,886.00.
Second: Richard A. McCann
Abstain: Richard Maguire
Motion passed.

Mr. Maguire abstained, as he is a vendor to this account.

MOTION: Richard A. McCann To adjourn the meeting at 10:05PM.
Second: Paula Wood
Unanimous

Meeting adjourned at 10:05PM.
Minutes taken by Kelly J. O'Connor

Approved and endorsed:

Paula Wood, Chairman

Date: _____