

**TOWN OF SEABROOK
BUDGET COMMITTEE
OCTOBER 15, 2009**

PRESENT: Paula Wood, Cora Stockbridge, Don Hawkins, Dick Maguire, Gary Pitts, Ivan Eaton, Peg Weare, and Aboul Khan

ABSENT: Jon Moore

Meeting opened at 6:05PM by P. Wood.

Minutes of 6/25/2009 Meeting

Motion: P. Wood Accept minutes of 6/25/9 meeting with the following changes:
Second: D. Hawkins Page 1: "I. Eaton pointed out that if fraud was going on the
Yes: Unanimous Attorney General's Office, not the budget committee should be
Investigating; Page 2, Paragraph 2, insert the word know after
auditors.

Minutes of 6/25/2009 meeting approved with changes.

Minutes of 9/17/2009 Meeting

Motion: P. Wood Accept minutes of 9/17/9 meeting with the following changes:
Second: C. Stockbridge Page 1, "Previous Minutes" last line change the to they after the
Yes: Unanimous word until

Minutes of 9/17/2009 meeting approved with changes.

CIP Books

P. Wood asked how the members wished to review the CIP books.

C. Stockbridge stated that they had just received the books. She said that they appeared to be well laid out and easy to understand. She questioned whether these would be individual warrant articles and if money would be coming from the capital reserve fund.

D. Hawkins said that the Fire Department summary on page 4 shows an intention of money accumulated through the reserve fund. He said that other areas also appear to use the same approach.

P. Wood pointed out that last year's CIP was a one-year plan and they were warrant articles. She questioned how this would be handled this year.

A. Khan stated that the Board of Selectmen had just received these books 10 days ago. He said that there had not been any discussion on this yet. He said that the department heads start meeting with the Board of Selectmen next Monday and should be through the process by October 26th.

D. Maguire asked if the selectmen would be dealing with all the budgets in one week.

A. Khan said that he had not seen the schedule yet but that the plan is to be done by October 26th and have the books ready for the Budget Committee by November 2nd or 3rd.

D. Maguire asked if he understood that the Board of Selectmen had not discussed the CIP at this time.

A. Khan said that was correct.

C. Stockbridge said that the budget review was to begin next week. She wanted to know when the warrant articles would be discussed.

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A. Khan said this would be done at the same time and the books should be ready for the Budget Committee by the first week in November.

I. Eaton pointed out that they really could not do much without the Board of Selectmen review.
C. Stockbridge stated that if the warrant articles come at the same time as the budget it will give them some idea on what is being requested.

D. Hawkins said that the summaries give explanations of what is being requested and where the funding will be coming from. He further advised that the CIP gives projections of how much will be needed in the upcoming years.

D. Maguire said the information is presented well and gives a good picture. He pointed out that the Budget Committee without the Board of Selectmen review could accomplish not much.

C. Stockbridge agreed that the explanations were good.

D. Hawkins said that there was a good job done on this. He said that all the information is there and laid out well. He said that the Planning Board has requested that these projects be numbered in some way to make them easier to follow in future years.

C. Stockbridge asked what the theory was on the Planning Board proposals.

D. Hawkins said that was due to the State of NH highway system.

C. Stockbridge asked if road improvements would come out of taxes.

D. Hawkins said that they would not. He said it would be private funds from developers and the State of NH. He said that one major issue in Seabrook that has brought a lot of issues is not included in the State of NH 10 year plan.

A. Khan said that there had been a lot of hard work involved in preparing the CIP and thanked all involved.

P. Wood stated that in past years the school was invited to take part in the CIP planning.

D. Hawkins said that there had been a request this year. He felt that if the school and library participated it would give a more complete picture of what was needed in town.

C. Stockbridge said that there have been warrant articles over the past few years for asbestos projects at the school.

D. Hawkins said that he would like to see all participate in the CIP planning.

D. Maguire asked if there had been any communications from the school representative. He said that maybe there should be a letter sent to the school board chair asking for a representative to attend.

D. Hawkins agreed with this and stated that he would like to see all representatives and the budget meetings.

I. Eaton pointed out that there are requirements for the budget members for attendance.

C. Stockbridge said that was for the at large members and not elected officials.

R. Maguire said that he was not trying to pick on anyone.

I. Eaton said it was only fair to ask them to send their representative.

Request of Information from Board of Selectmen

P. Wood read the memo dated 10/1/09 from Board of Selectmen Chairman Kelly. (See Attached)

C. Stockbridge stated that the Town Manager had stated at the August meeting that there was no legal obligation to give the department head requests for the budget. She said that she feels it is

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valuable to see these requests for the budget.

Motion: C. Stockbridge Request that the Budget Committee be supplied with the original
Second: P. Wood budget requests from all department heads
Yes: C. Stockbridge, P. Wood, P. Weare, G. Pitts, I. Eaton, and D. Maguire
No: A. Kahn and D. Hawkins

Motion Passed.

D. Maguire suggested requesting this information directly from the department heads. He said that he supports this request but feels that the department heads could be questioned about this when they come before the budget committee. He did say that he respects the Town Manager and Board of Selectmen positions on this matter.

P. Wood said this information is an intricate part of the budget process.

D. Hawkins said that that the budget is reviewed from the 2008/2009 review and analysis. He said that he would not spend time on this additional information.

C. Stockbridge said that this request is information already gathered and there is no extra work involved.

P. Wood stated that she had recently spoken at a Special Town Meeting at the Seabrook School on a request for 1.9 million dollars for energy savings work at the school. She said that she had gone to the 10/9/9 school board meeting and asked about the status of this issue. She further advised that she had sent an email to Maureen Ward, Assistant Superintendent in regards to the project with Honeywell and the response was that they were checking with the Attorney General's Office to see if this could be brought up again and go before the Budget Committee. She pointed out that she wrote this request as a resident, not a budget committee member.

D. Maguire stated that there are no procedures to go forward to the Budget Committee with this request. He also said that the time frame on bringing this forward is limited. He said they need to wait until they are advised as a budget committee about this matter. He said if this is brought up again and all information and questions are answered the voters may have a different feeling about the request.

D. Hawkins said he did not get the impression that the project was voted down, that it might be the way it was presented. He said that there was not enough discussion of the merits of the project.

I. Eaton said there should be legal opinion obtained before any discussion on this matter.

C. Stockbridge agreed and said that there should be a formal meeting with the school board. She felt that the school should have met with the budget committee before the public hearing. She said they are not required to meet with the budget committee and that no one reached out to the committee. She felt that there was very little information provided on this request.

P. Weare said it was a poor presentation and the town was somewhat blindsided on the issue.

C. Stockbridge said much more information should have been presented and that a newspaper editorial stated this project had stimulus money that was not there.

D. Maguire said that not all the information was put out there. He said that the budget committee was discussing this because the warrant article had stated they the budget committee had no opinion on this where actually no action was required. He said that the budget committee was never approached on this special article and feels that the two sides need to meet to see if the intention is go forward.

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P. Wood stated that the school board had been asked to come before the budget committee and they refused. She said that the voters had said no to this request, legally it could be attempted again. She said that she feels that the voters have spoken. She also stated that with the lack of information provided she is not convinced that the project is worth it. She said that she is not convinced this type of money needs to be spent. She pointed out that there are many questions about this that still need to be answered. She feels that they should have one entire meeting with just the school board. She also pointed out that the discussion of the sprinklers at the school took place at the 10/9/9 meeting.

D. Maguire said that school issues should also be in the CIP for the town.

P. Wood said that she would wait to hear from the school board.

Budget Committee Budget

P. Wood covered that changes and said it was in salary and books.

C. Stockbridge asked why money had been spent in the meetings and conferences line.

P. Wood said she would check with the Finance Department and Town Manager on this.

D. Maguire asked if P. Wood had prepared the budget.

P. Wood stated that this was what she turned in to the Town Manager.

D. Hawkins said that the 2009 budget is a default budget. He said he went to the LGC meeting in September 2008 and would like to see why there was money spent out of the meetings and conference line.

Motion: D. Maguire Recommend \$3,108 for 2010 budget for Budget Committee
Second: C. Stockbridge
Yes: Unanimous

Motion Passed

D. Hawkins said that the committee should start with the budget on 11/5/9. He also suggested having the budget meetings on the following nights:

November, 5, 12, 19 and 24
December 3, 10, 17, 21 and 28

C. Stockbridge passed out a four-page letter that she had received in response to her question to the LGC about revolving accounts.

Motion: P. Wood Adjourn
Second: D. Maguire
Yes: Unanimous

Meeting adjourned at 7:15 PM.

Minutes taken by Jo-Anne Page

Signed: _____
Paula Wood, Chairman

Date: _____