

Budget Committee

Town Budget Workshop Meeting Minutes

Tuesday January 6th 2015

The Chairman of the Budget Committee opened the meeting at 5:04pm

Roll Call: The Chair called the roll Chairman Bruce Woodruff, Bob Carrier, Devon Pageau, Larry Brown, Eric Ohlenbusch, Jennifer Crone, Ann Walsh (School Board) Mike Beaulieu (Selectmen)

Absent: (Water District). A quorum was present.

Selectmen: Chair Tom Gray, Andrew Rawson, Mike Beaulieu (Budget Committee Rep.)

Chairman Tom Gray opened their meeting at 5:04pm A Quorum was present.

Department Heads Present: Chief Richard Krauss (Police), Nick Marique (Fire) Pat Smith (HWY)

Dale Sprague (Sewer), Kathy Wallingford (Assessing), Liz Dionne (Town Administrator), Les Elder (Library Trustee).

Public in attendance: Pam Smith, Barbara Holstein (CASA), Betsy Andrew Parker (Strafford County CAP)

Linda Howard (Home Makers), Debra Altschiller (Sexual Assault & Safe Place)

Richard Wagner (Aids Response), Julie Renault (Cornerstone VNA), Bob McKinley (American Legion)

Jeff Donald (Coast Bus Service)

Approval of Minutes: The Chair ask if everyone read the December 9th 2014 minutes and ask if there any

changes, errors or omissions and if not need a motion to accept the minutes. A.Walsh made the motion to approve the December 9th 2014 minutes Second by E.Ohlenbusch Motion passed (5-0-3).

The Chair ask if everyone had a chance to read the December 16th 2014 minutes. B.Carrier made changes to the minutes because of grammar issues and didn't have time to send the revised minutes to the Chair.

L.Brown motion to table the December 16th 2014 minutes until we get a revised copy of the minutes second by A.Walsh Motion Passed.

Review of the proposed 2015 Town Budget:

Library: Les Elder ask that the Technology line 01-4550-744

be reduced from \$1,000 to \$ 150.00. The reason being was we were able to purchase what we needed at the end of the year for a laptop and tablet at a bargain price so we saved a few hundred dollars and the \$150.00 is in case we need it.

Contingency & Bonding: L.Dionne presented the Budget.

The only change is 01-4721-899 Unanticipated Expenses this line has increased to \$20,000. In2014 this line was \$14,000. B.Woodruff: How much of that got spent this year? L.Dionne none.

B.Woodruff: I know in the past this line was used, but the question I have is the \$20,000 request is it based on something that might be happening? L.Dionne: yes. B.Woodruff could this be reduced somewhere between the default from last year and what you're asking for this year? L.Dionne: There's 2 court rulings in our favor that the additional money requested will be spent on for demolition of a building.

M.Beaulieu: I want to make it known that at last night's BOS meeting the Dept.Heads approached the Selectmen

and unanimously voted to go from a 4% raise to a 2% raise.

Insurance & Benefits: Liz Dionne presented the budget

In line 01-4155-210 has increased we use School care for health Ins. we offer HMO which is the least expensive.

There's a 7.6% increase. It's in the range of full time vacant position being filled. When you have vacancies that haven't been filled yet and you're preparing a budget you have to budget for a family plan for each vacancy when you hire someone you never know if they will take a single or family plan.

The new rate for the health ins. begins July 1st we will see an increase of 7.6%. We are on the current rate.

A. Walsh: when do you get your rate increase is the same time as the school? When we do the School District budget in Sept, Oct. they'll give us an approximate from 2 to 9% and we budget for the higher number Then around the 2nd week in Nov. they will give us our actual rate. L. Dionne: We don't get that information in Sept. The rates are set in mid- November.

Health Ins. 2014 Default \$372,803 Request 2015 \$446,479

Dental Ins: decreased 2014 Default \$14,594 2015 Request \$14,459

Retirement NHRS & TA: After July 1st there will be an increase of 11.17%

2014 Default \$66,120 2015 Request \$82,358

Property Ins .Deductions: I put in a request for \$6,000 an example in 2014 we had 11 claims

This year 2015 so far we have 2 claims. The default amount of \$2,000 is not enough.

Total Insurance & Benefits: 2014 Default \$589,575 2015 Request \$663,268

Assessing: Kathy Wallingford presented her budget

Salary Full Time: 2014 Default \$35,325 2015 Request \$38,974

The Salary increase has a 2% raise and a 1.7% Cola

The increase in the salary line also reflects a promotion that was given to her in July of 2014

This reflects the additional responsibilities outside of Assessing that has been given to her example IT on site, backup to Depts. Purchasing and deed research and other responsibilities.

This budget contains new lines some of them were in the Town Administrators budget.

Total Assessing Budget: 2014 Default \$138,929.20 2015 Request \$122,073.25

B. Woodruff: do you know what vendors you are going to use to put the assessment cards on line? Kathy: Avitar.

L. Dionne: In the Insurance & Benefits the retirement line will be reduced because instead of the 4% raise it will reflect the 2% raise. B. Woodruff so it will be less than the \$82,000 to about \$81,000.

Sewer: Dale Sprague presented his budget

The contract Services I'm hired by the Town of Milton on an annual basis. I put in for a 3% increase
Contract Services: Salary 2014 \$30,925 2015 Request \$31,580

Sewer Line Maintenance: This is a new line that was proposed in 2014 but because the Town Budget went into default this line was eliminated. This line is in the 2015 budget this is for replacing manhole covers that need to be replaced, this will also cover the need for Police detail.

Total Budget 2014 Default \$80,777 2015 Request \$82,582

B. Woodruff: We were presented the Sewer budget with a 3% increase for the operator is that what you recommended? T. Gray: no, we dropped to 2% last night. We dropped all salaries from each Dept. to 2%.

L.Dionne: In that contract line there's also an Avitar software sewer contract about \$1,400.

Outside Appropriations: Barbara Holstein (CASA) gave her presentation of what this organization is about.

This is a Court Appointed Special Advocates of N.H. recruits, trains and supervises volunteers to serve as advocates for abused and neglected children in the N.H. court system.

Their web site casanh.org. for a comprehensive overview of the program. Funding comes from the State 32% Federal funds 23% fundraising 13% foundations 8% individual's 14% Cities & Town 4% others 6%

Their requesting \$500.00 from Milton. The Selectmen request \$325.00

B.Woodruff: Are you asking the same amount from all the Towns? **B.Holstein:** I don't understand how they word their letters because some of these Towns like Manchester, Cities we ask them for more money I can't tell you what they ask everybody else the letters might have all been the same.

L.Brown comment: The one library line has been reduced considerably, which means since we deal with bottom line budgets a dollar saved is a dollar available for the general budget. I want to make some quick points the services of CASA expand a limited resources of the N.H. Judicial System which is underfunded and an antagonistic relationship to certain segments of the Legislature and when you have risk reduced in childhood you're going to save some from destruction in later life. Larry Wilkins is the gentlemen who found a seven year old from an airline wreck. One single person can be the pivot in a child's life. Any vote we take I like to the request back to \$500.00

Strafford County CAP: Betsy Andrew Parker gave her presentation

They provide a variety of programs and services to the Town of Milton and seventeen other communities. For more information visit their web site Straffordcap.org Request \$8,250 BOS reduced it to \$7250

Homemakers Health Services: Linda Howard gave her presentation

Provides services ranging from Visiting nurses, Occupational therapist, Physical therapy they also provide services for home support. 87% of these services are provided to low income families in need of home support services for which there was inadequate re- imbursement. In Milton we provided 808 hours, which included nursing and other services mentioned. Home support services provide the people who are having health problems or disabilities. They are not able to do things for themselves. These services are critical for them to stay in their home. We are only asking for the hours we spent in Milton.

Request fund \$5,000 BOS reduced it to \$1,839

Sexual Assault: Debra Altschiller gave her presentation

She requested to address the sexual assault and safe place in this presentation

These two agencies will be merging together July1st We run multiple support groups for sexual assault survivors.

Working alongside safe serving the Milton community our combine mission are to prevent child sexual abuse. Sexual assault, domestic violence and stalking breaking the cycle of domestic and sexual abuse by providing crisis intervention, support services, education and advocacy to the survivors their families and the community. We have a 24hr confidential domestic crisis support hotline. 24hr emergency safe shelter access with transportation provided to our shelter. 24hr hospital accompaniment and other services.

We are free and confidential. We do not receive any 3rd party payments for our services.

We request from the Town of Milton Sexual Assault \$800 BOS reduced it to \$500

Safe Place request \$1,000 BOS reduced it to \$325

L.Brown: The hairdresser hot line is that still a program? **Debra A.:** We did a program 6 years ago in conjunction with the National Organization against domestic and sexual violence called Cut It Out, in which we had provided Emory boards at local hair salons sometime will disclose a service provider like a barber or a hair dresser we had our hot line number printed on the Emory board.

At 6:20pm the Selectmen and Larry Brown from the Budget Committee had to leave to attend another meeting.

Aids Response: Richard Wagner Executive Director Aids Response Seacoast gave his presentation

Our mission is to prevent the spread of HIV through prevention education programs to direct services to anyone who have been infected with HIV Aids and to advance for the need to right to anyone who is infected with HIV. Again our mission is to make sure that our clients are safely housed, well-nourished and have their medical needs met in order to keep them healthy and remain active citizens in the community. Were able to supply housing assistance rental and some cases mortgage and utility assistance.

What we want to do is to keep our clients out of the hospital emergency rooms, homeless shelters and out of welfare offices that's our mission. Approximately 90% of our clients are low income or very low income.

Request \$500 BOS reduced it to \$400

Cornerstone VNA: Julie Renault gave her presentation

We service over 33 Towns, we receive Town and City funding from 11 of those communities, where we care for patients with or without insurance no matter their ability to pay. The funding that we request goes for skill services for patients who are home without insurance or who are under insured with a chronic illness an injury or unexpected process such as cancer we do provide specialty services in the home. Home care IV'Ss to help their chronic management, diabetes education, chemotherapy and IV therapy. We also have the only non-profit hospice in our community. We provide hospice whether they have insurance or not we provide them with their equipment and medication to keep them comfortable threw out their life. We have made 166 hospice visits in Milton and have done a total of \$12,000 of un reimburse services.

Request \$4,598 BOS \$4,598

American Legion: Bob Mc Kinley gave his presentation

The money will be used for veteran grave flags, veteran grave markers, wreath and \$100 To the Nute High School band and refreshments for children that march in the parade.

Request \$800 BOS \$900

American Red Cross: (no show)

Coast Transportation: Jeff Donald gave his presentation

We've been running a service called the North club which is a volunteer driven mini bus that serves communities north of Rochester that Farmington, Milton, Middleton and New Durham most of our funding is from Federal funding. We need local match for that our volunteer drivers are not cash match. Most of what we need but we need a little bit from a few of the Towns and a little bit from one of our local grants to make up the difference we figure that out based on service days and how much service you're getting so for Milton it's \$325. It's that local match to get the Federal dollars for a tank of fuel, vehicle maint. and vehicle Ins.

The bus runs one to two days a week depending on what kind of request there is and what volunteers we have available usually on Wed. and Fridays.

Request \$316 BOS \$325

B.Woodruff comments: The BOS did a good job looking at the benefit to Milton and made some cuts mostly down the line and the cuts seem pretty fair.

B.Carrier: I would like the CASA funding go back to \$500 I know L.Brown wanted to do this.

The Board agreed to put the original request of \$500 back in the CASA line.

B.Woodruff comment: I don't see too much more for tonight's meeting other than trying to get to a total number for Jan. 13th. The Library came in reduced a \$1,000 line to \$150 the dept heads offered 2% that reduction will affect the FICA and Medicare and retirement lines.

We talked with Chief Krauss about reducing the fuel line by \$3,000 B.Carrier: my concern is if he needs to tap into the Detail Revolving Fund to fund the fuel line in his budget if it gets overspent the Selectmen may not approve his request to take money out of that Fund and Chief Krauss the detail work is down.

L.Dionne: We have to be careful not to touch the Detail Account.

D.Pageau: How about half he was comfortable with 3,000 maybe we should look at \$1,500 J.Crone: This would give him a buffer. D.Pageau: This will him a buffer his Detail Revolving Fund is at

B.Woodruff: We had this discussion he said he would be ok with it. L.Dionne: You want to drop the line to \$20,000 B.Woodruff: We do have some concerns here and so rather than go all the way to \$20,000, I think I'm hearing we would not recommend going down that far. I would like to get an idea of where we are. We will have 2 hrs. before the public hearing to get a final number.

L.Dionne: I'm waiting on one more budget on the 2% B.Woodruff: If we can get that bottom line and it will be a decrease over the BOS budget. We would like to see the percent increase over the last budget.

P.Smith: ask the Committee if we have decided on a number for the budget?

B.Woodruff: To answer Pat's question I think that the whole Committee here really feels that what's been presented doesn't have a lot to cut.

P.Smith: We came in as lean as we could if you're to ask us to cut I'll have to go back in the budget.

B.Carrier: We can't cut any further. A.Walsh I haven't been on the BC for the last few years. I would sit here and say how they are going to make it. It's time that we address some of these issues.

B.Woodruff: I have some concerns when you look at the total budget you look at the expenditure report that it's not done yet, we won't know until mid- January on what the final number that was expended in 2014. This last report says we have spent 85% of the budget.

This would give me a better idea how close we are with this budget and why is this important to try to get this budget closer to what you're actually going to spend. 1, for the tax rate 2, for the confidence of the people that vote. It's important to get back on track for people to vote for the budget instead of voting against the budget. We need to come together and agree on the final numbers to present to the voters. The cuts that we talked about we need to see where we are.

The contingency and bonding line Unexpended Expenses if there's any way to cut a little bit in that line, talk it over with the Selectmen we can talk about it on the 13th. If we can get a bottom line or close to it going into that regular meeting at 5:00pm so we can vote on the budget and warrant articles.

Warrant Articles: B.Woodruff read the articles that pertain to the Budget Committee.
There was a discussion on each article that was read.

Public Comment: N.Marique The cost of the proposed warrant articles have increased a little bit more than the warrant articles that passed in 2014.

P.Smith: If the voters pass the warrant article to establish the CIP, we will be spending down the Capital Reserve Funds.

Members Comments: B.Carrier The Departments Heads willingness to reduced their own budgets left the Budget Committee with very little to do. Last year we focused on the increase and not on the cause of the increase. This year we focused on the reasons for the increase. This is the budget.

J.Crone: There's nothing left to cut.

D.Pageau: I appreciate the Dept Heads and the Board of Selectmen for cutting the raises to 2% saving me from doing it.

J.Crone: I'm submitting my resignation. I'll stay on until after the deliberation are over that way we have the number of people to make a quorum. There some things going on within my family I have to take care of my family health.

B.Woodruff: the letter was given to the Town Administrator so the Town Clerk can put her position on the ballot for the remainder of her term. There was no action taken by the Budget Committee.

B.Woodruff: I will put an agenda notice about the 5 to 7pm regular portion of the meeting.

Adjourn: B.Woodruff: If there are no more comments I would like a motion to adjourn. Eric made the motion motion passed at 7:22pm.

Submitted by: Bob Carrier

Chairman: _____