

Public Notice
Budget Committee

Milton, N.H. 03851

Special and Regular Meeting Minutes

Town Budget Presentations for 2016

Tuesday October 20, 2015

Meeting called to order at: 6:00pm

Roll call of seating members: Bob Carrier, Larry Brown, Tom Mc Dougall, Maureen Steer, John Katwick,
Ann Walsh (School Board Rep), Stan Nadeau (Water District Rep)

Excused Lue Snyder, Mike Beaulieu (Selectmen Rep).

Public in Attendance: Police Chief Richard Kraus, Kathy Wallingford, (Assessing), Erick Knapp, (MEDC), Brian Boyer (Planning & Code), Tom Gray (Chairmen Selectmen) Steve Pannish (Conservation Commission), Liz Dionne (Town Administrator), Ari Goldberg.

The Budget Committee viewed the following budgets with a power point presentation and only the increases and decreases were viewed.

Police Department: Chief Richard Krauss Full Time Salary increased from \$436,854.40 to \$501,474 this with a 1.7% COLA increase, \$10,000 OT increase, \$37,996.56 SRO Grant increase. The Full Time Salary have not ask for a 2% merit raise. They have a projected step plan built in.

The \$10,000 OT added to the line is to correct a deficiency. Currently when Officers go to court the Officer is paid a flat fee \$30.00 no matter how long they are there. To correct this deficiency they will get \$30.00 for child care if needed. They will be paid a minimum The Chief feels they should be paid an appropriate wage to go to court.

Part Time Salary Line was reduced from \$12,000 to \$6,000 by the Selectmen. They do not have an animal control Officer. They don't need one the Officers on duty are the ones that are handling all the animal calls. They lose their rabies expert. The officers are taking a risk of getting rabies and officers and Officers are not likely to volunteer to get rabies shots. This line also covers marine patrol and covers shifts for the Dept.

The Administrative line Salary line has increased from \$39,084 to \$40,518.78 this is with the 2% merit & 1.70% The FICA decreased because of the \$6,000 decrease in the part time line. Medicare line and the Retirement line have increase due to the raises and it covers the SRO. Retirement is at 26.3% full year it used to be 25.4%

There was a 6% increase in the Electricity line.

The Cruiser Purchase\Lease line has been moved to Dept Services which will be a new line.

The Chiefs Salary increased from \$79,197.30 to \$81075.33 this is with the 1.7% COLA

The Total Budget is \$953,346.89 this an increase of \$86,071.99 the number that will show up from the Chiefs on his sheets will show \$922,346.89

Stan Professional Services at \$500 there are trust funds that will support that Genevieve Lockhart Fund this Fund is for plants they can't spend the principal but they can spend the interest and ask the Chief to put in for it.

The Chiefs response that line is different than the line your talking about if a dog is struck by a car you can't locate the owner we go to the emergency vet in Portsmouth they get treated and we have to find the owner.

Stan Stated anything in your budget that's relative to an animal you have a right as a Trustee of the Trust Fund to apply for that money.

Chief Krauss the \$500 in my budget I can use without any issue but if I use the Trustee Trust Fund money I will have to have the Trustees permission.

Ann question the FICA, Medicare line the number seems to small. Chief response the FICA line is for the Part Time employees and Administrative Assistance. The Full Time Officers do not pay into FICA.

The Medicare line all employees pay into this fund.

Larry the increase in retirement represents a decrease in State funding from general revenues and increase to local FICA tax for the increase. Chief response correct.

Maureen the FICA line in the packets that we were given have different numbers. Chief response use the long form shows a decrease. The other part of my salary line if we don't get the grant that would decrease the budget by \$37,996.56 which will take retirement out as well.

Stan would you explain what the RSO Grant is. Chief response the COPS grant has come out again and there's 7 different grants available one is the RSO Grant which is one of our priorities. This is different from the 2009 COPS Grant that was 100% paid. This grant is completely different it's a step grant it's capped at \$125,000. Some of the grants you do not have to keep for the 4th year. This grant you have to keep for the 4th year. The Town has to allocate the difference between \$125,000 what the cost for the officer over 7 years. The \$125,000 was broke down over 3 years to a certain amount of money. The Town then pays a gradual increase over those 3 years and the 4th year we have a smaller increase. Stan what will this officer be doing the SRO Office (School Resource Officer) will be in the School 75% of the time but he's employed with the Police Dept. During the vacation the Officer will be available to the Police Dept.

The money goes into the Police budget that's where the Officer will paid out of plus the school reimburses the Town their portion that comes out to be \$22,000.

Planning & Code: Brian Boyers the Salary Full Time has decreased to \$31,777 from \$32,641 this was decreased she is a new employee and this does include the 2% merit and a 1.7% COLA. The Part Time Salary increased from \$26,284 to \$27,998 this is with a 2% merit and 1.7% COLA. There is a slight decrease in the FICA & Medicare line due to the reduction in the FT salary line. The Notice/Ads have decreased by \$100.00. The Membership & Dues increased from \$250 to \$550 this line includes N.H. Health Officers, N.H. Building Officials, International Code Conference, Misc. Subscriptions. Total Budget \$87,885

Planning Board: Brian Boyers There are no changes. The total Budget \$1,250

Conservation Commission: Steve Pannish the Professional Service line Steve ask that this line be reduced to \$1,597 from \$1,700 this is for TPPA water testing, SRPC contract work, Ordinance Updates, Master Plan Update. The membership & Dues have decreased from \$925 to \$600. (SPNF, MMRG, TPPA, N.H.ACC) New Budget Line requested is the Legal Defense line. The request was for \$5,000. This is a partial contribution to ongoing cost incurred to enforce easement violations which is expected to total \$20,000. The funds coming from the LUCT to the Conservation Fund are intended for new conservation projects. The defense coast are due in part or whole action of other Boards to fail to collect and accumulate funds for monitoring of easements taken by the Town. The Selectmen reduced it to \$2,500. Total Budget \$6,497

Zoning Board of Adjustments: Larry Brown there are no changes in the budget. Total Budget \$1,085.

Outside Appropriation: Town Administrator Liz Dionne Line 350 Strafford CAP they request \$8,550 it was reduced to \$7,250, Line 351Homemakers Health Services, Request \$2,374 reduced to \$1,839. Line 352 A Safe Place/SASS (Sexual Assault) these 2 non-profit have merged they have requested \$1,800 reduced to \$825.

Line 353 Aids response Seacoast They requested \$500 reduced to \$400. Line 362 American Red Cross request \$500 reduced to \$325. Line 364 CASA request \$500 reduced to \$325. Line 365 Coast Bus Service request \$300 increased to \$325. There were no changes to the following organization The Cornerstone VNA \$4,598, Youth Sponsorship \$1,500 (DARE program), American Legion Post 61 \$900. Total Budget \$18,287

Larry the Federal Education Dept. has no position on DARE with the school resource officer coming on board what should be the funding for the program DARE? Chief response we will use all of it regardless if we get the RSO officer we will have an officer who will go the first two weeks in December for that training we hope to have DARE in the school next year.

Larry was there a time when youth sponsorship was used for civil youth activities? Tom Gray response this was used for band trips this hasn't happen in a long while. Larry does the line 355 have a possibility of that use. Response not at all. The \$1,500 is used for DARE program.

Chief Krauss a safe place /SASS they picked up several things they could not do before. He suggest we don't reduce this line any further.

This ends the Budget presentations and now we will go to our regular schedule meeting

The Chairs comments about the merit raises and the COLA Stan has ask every dept head and their employees if they received the 2% merit raise. These are legitimate questions but they do not get the raises automatically. If the budget passes with merit raises the employees are evaluated between May and June by the Department Head and then the evaluations are sent to the Selectmen and they go through the evaluations and decide who get the merit raises and how much if any at all.

Approval of Minutes: of October 13th 2015 The Chair made corrections under the Agenda removed the Notice line that line should have been on the Public Notice that was posted on the web site the time and place was missing. Maureen on page 2 third line above emergency management replace all the men change to employees. The Chair would entertain a motion to accept the minutes with corrections Larry made the motion second by Tom. Motion passed 5-0-2.

Review the school Report: The projected fund balance for the end of the year is \$150,260.82. This will go back to the Town. Stan that's after warrant articles. The auditors are coming in next week to do our audit. It will be finalize after that. Last year we gave back \$392,000 to offset the tax rate the bulk of that money the \$232,000 left over from the Middle School Building that was never used.

Larry observation I subtracted \$232,000 from \$392,000 came out with \$160,000 which is close to the \$150,000 If Bruce Woodruff was here. He would be interested to see that the operating budget is coming closer to what the budget committee is trying to make it. Ann it's very close but what we need to keep in mind also that \$100,000 of that money was the health insurance premium from the lawsuit that we were not expecting when we created this budget.

Review the Town Report: Mike was excused Bob the expenditure report dated September 25th is at 63% spent were in good shape.

There's going to be a change in the expenditure report it will be called Dept Service the Fire truck, the Police Cruisers, and the HWY trucks and Grader will be placed there. You will see the interest and principal and when it comes to budgeting the total will be on one line. The reason for this is that they don't belong in the operating budget. The Dept heads can only use that money to cover the payment of the vehicles. The Public will know what the Town has for debts.

Stan disagrees and said it is part of their operating budget. He also disagrees with the HWY trucks and grader they should not be in dept service line. The way the warrant article was presented to the voters the warrant articles for the trucks and grader needs to be put a warrant article every year because the articles have the municipal funding escape clause. He is concerned that the town could be sued. According to the Town

Administrator the warrant articles for the trucks and grader is a long term lease/purchase agreement that does contain a municipal funding escape clause. The voters approved both warrant articles #7 and # 10 Majority vote required.

The lease/purchase agreement for the 3 HWY trucks is 7 years the first years' payment is \$76,950.02. The lease/purchase agreement for the Grader is 10 years the first years payment is \$27,352.08.

Maureen read both warrant article to the committee.

Stan the article reads for the first year's payment it doesn't ask for the \$494,760.

We need to get this resolved we have 2 different opinions here.

Ann under the explanation here it says non funding clause is present so therefore a simple majority vote is needed. Essential differences under a non- funding clause the town may by failing to fund future yearly payments of the vehicle would be required to return to the vehicle to the manufacturer. How would you be in a position not to fund future years? Tom Gray response by zero that line.

Stan that's not what that escape clause says it's not the town that chooses not to support that item it's the voters who choose not to support that item.

Maureen one of the things we could do is clarify the changes in the voting requirements if the escape clause is there it change from a majority to 2/3 vote.

The Municipal Finance Act Chapter 33 Section 33:7-e Lease Agreements of Equipment.

The governing body may enter into leases of equipment by the municipality. Appropriations to fund lease agreements with non-appropriation clauses may be approved by a simple majority vote of the Legislative body. Lease agreements with non-appropriation clauses shall not be treated as debt under RSA33:4-a.

For the purpose of this section " lease" shall include lease-purchase, sale and lease back, installment sale or Other similar agreement to acquire use or ownership of such equipment as is from time to time required by the municipality. The issue is did the voters understand the explanation of these 2 warrant articles with the non-funding clause.

Larry part of that issue can be answered very easily 1, obtain text of the warrant. 2, obtain the suit experience of the two towns which are referenced through legal counsel for the municipal association and through our contracted accountant. The Chair ask the Town Administrator to look into this.

Members Comments: Stan there was an agreement between Milton and Lebanon mutual aid. The question I have was this approved by the Selectmen? Tom Gray response no. The Fire Chief has the authority to enter an agreement. There are 47 streets in Lebanon there's no mention of any services rendered back to Milton. Some people say were going to bill for it.were not going to get a 100% of our money. We're using tax money. The ambulance is not 100% supported by its revenues. We're using tax money for 47 streets in another state. I have a major problem with that.

Bob announced that there is a special election Tues Nov. 10 at the Assembly of God from 8:00 am to 7:00pm.

Public Comments:

Larry is there is a freeze on the budget. Tom Gray response no. We did this in the past and it came back to hurt us. The comment came out after the fact if you didn't spend the money than you didn't need it.

I'm a firm believer that you hire good department heads because you trust them to do the right thing. So far they have not proved us wrong.

Any business that comes before the Board: None

Adjourn: Motion to adjourn was made by Stan second by Larry motion passed u/a at 7:06pm

Submitted by Bob Carrier Chairman

Approved Date _____

These are draft minutes until they are approved.

