

BUDGET COMMITTEE MEETING
NOVEMBER 24, 2014

PRESENT: John Veaser, Chairman, Becky Doyle, Ron Stanley, Paul Termin, Wendy Freeman, Joanne Meshna

The meeting was called to order at 6:30 p.m. at the Town Office.

The minutes of the November 17, 2014 meeting were reviewed and the following correction made: page 4, second to last paragraph, first sentence should read "...the Committee will revisit the \$7,400 at a later date." John made a motion to approve the minutes as amended. Wendy seconded the motion and it passed unanimously.

Referring to the November 17 minutes, Becky noted that the Treasurer's salary is \$16,000. With regard to the article in this year's warrant regarding adjustment to wages, Becky stated that the way the article works is the Budget Committee is responsible for putting wage increases into the budget, it is not necessarily a warrant article. John responded that he disagreed as did Wendy. He stated the Budget Committee does the budget and the Selectmen have to present the wage increases in a separate warrant article. Becky continued that the purpose of the article is to put salary adjustments into a planning phase so they are not handed out during the course of the year without being planned. John disagreed and noted the Article states they are to be voted on by the Town. He spoke with George Lawrence for clarification and George agreed with him. John stated he was not putting salary increases into the budget. Becky stated she had wrote the article and clarified it with an attorney and the purpose is to include them as part of the operating budget so they are pre-planned. John read the article and Becky responded that voter approval is through the operating budget.

Becky explained that the reason the article was written is because increases were given out with money that was left over at the end of the year to boost salaries with over \$24,000 given out. The article stops that from happening. The operating budget includes wages and wage increases. Wendy stated she understood why the article was written but it is not clear and a legal interpretation is needed. Becky stated she would get a legal opinion. Wendy continued that the Committee would feel more comfortable if the Selectmen put it in a warrant article. Paul stated that he made a comparison to the school budget and his understanding was that the purpose of the Article was to make clear what all the increases to wages are to be. He agreed with Wendy and John. Ron understood that the Town would be voting on employee wages this year by a warrant article.

Becky stated she will get something from the Town attorney. John stated he would not approve a budget with raises in it.

Becky informed members she had been getting feedback about cutting the budget and she wanted to remind the Committee that their job is to present an operating budget that the Town can work with to keep the operations stable. If the Committee wants to make cuts, then they need to specifically look at

what services they want to cut. For example, \$600 was cut out of the Easter Egg Hunt but to what end. That is one thing that the public can see that the Town does for them. John responded that what was said outside the meeting with Mr. Maxwell was not what was stated at the meeting. The Recreation budget was twice as large as their budget last year and Mr. Maxwell was told the Committee was not going to present it. Further, John stated that the Committee has suggested the Department find out what happened to the money from the summer program and the basketball program that went into the revolving fund so the Department does not show losses but that they paid for the programs with money that was revenue by the programs. The budget does not show that they are a self-sustaining program.

Welfare Budget:

Director Carrie Traffie presented the budget to the Committee and John noted it was \$7,000 less than this year's budget. Carrie noted that at this time of year there are many calls for fuel and that line item will be in the negative by the end of the year. State fuel assistance begins on December 1. The budget shows a decrease of \$7,000 in shelter and \$500 in electricity and an increase in heat of \$500. Paul questioned if there was any help from the State or County and Carrie responded there is aide available and she encourages individuals to apply to the State for fuel assistance and other programs.

Wendy made a motion to approve the Welfare budget as presented at \$35,254. Becky seconded the motion and it passed unanimously.

The Budget Committee 2015 approved Welfare Department budget is as follows:

Administrator	\$ 5,000
FICA	310
Medicare	73
Training	75
Workers Comp	12
Dues, subscriptions	50
Heat	4,200
Electricity	3,000
Food vouchers	650
Shelter	20,000
Other services	1,884

Pool:

Prior to Director Liz Pogorzelski's arrival, the Committee discussed the following:

- fees are charged for swim lessons and swim team
- the pool was built with federal funds so the Town cannot charge for swim time

- the budget has increased because fees cannot be charged for swim time
- revenues are put into a revolving fund
- revenues for summer 2013 were \$10,786.00 with approximately \$5,000 from user fees
- salary for the Director is figured on 13 1/4 weeks, for the Assistant 10 weeks and the other employees are hourly
- figures for salaries, FICA, Medicare, and Workers Comp go back to the current year
- Becky submitted a report of items transferred into the revolving account
- there were two accounts for pool electricity, one under general government buildings and one for pool
- Becky estimated 2014 revenues to be at approximately \$11,000
- electricity for the pool was \$2,765.91
- question was raised if the pool was heated or had a solar cover

Director Liz Pogorzelski presented the budget to the Committee. She responded when asked about the heating of the pool that it was not heated. Also, she estimates revenues to be at a minimum \$7,000 each year. Further, she stated they were not able to operate the way they should because of low salaries and that is why there is an increase in that line. They had to turn people away this year because there were not enough people to do the number of lessons in the time they had to do it. She added another swim session which increased the number of hours. She also gave a range of salaries. Salaries are not competitive and she raised the salaries for swim team coaches and WSI instructors because of extra responsibilities. John noted the Committee will not be putting any salary increases in the budget because of Article 21. Budget lines 1, 2, 3 and 5 will go back to default. There are \$8,621 associated with salary increases and that needs to be added to the warrant article by the Selectmen.

John noted that the Committee cannot address an increase per hour for employees but can increase the budget for extra hours. Liz was asked how many hours and additional people needed to be added for the extra swim session. Liz stated she will leave the hours and put in the old salaries. Also, she was asked to provide how much to add to salaries in order to provide reasonable rates for employees. She was asked to get the figures to Joanne when completed.

The Committee reviewed the remainder of the budget:

- communications - the budget this year was \$704, \$353 has been spent and next year requested is \$1,400. Liz stated there is a camera that works year round which includes internet and telephone. Each year it is budgeted differently. This year she put the total amount into her budget.
- computer - requested for next year is \$650. Liz stated she is requesting a computer to run bigger swim meets and that cannot be done with a high tech system. This is a big generator for income specifically for the swim team. Last year she received a donation of two printers and two computer but they are old and slow. She wants a desktop only.

- dues and fees - requested for next year is \$460. Red Cross charges a \$360 fee. The line also includes cash register ink.
- travel - requested for next year is \$200. This money is for Liz to pick up things for the pool such as ribbons and other goods.
- supplies - requested for next year is \$650. This line includes general supplies and swim suits if they are required.
- equipment maintenance - requested for next year is \$1,800. Peter Goewey has contractors he uses for the Town so repairs are not put out to bid.
- open/close - requested for next year is \$2,000. This year \$3,000 was spent on opening/closing the pool which included the chemicals
- chemicals - requested for next year is \$4,500. This year \$4,100 was spent on chemicals and the year before \$5,000. Weather determines the usage.

Liz asked if the Board needed to approve the schedule. John responded that the schedule of the pool is between the Pool Director and the Selectmen. He suggested putting in the budget an increase in hours noting the Budget Committee has approved a certain number of hours in the proposed budget, and then asking the Selectmen if they need to approve the schedule.

The budget was not approved. Liz will submit her figures to the Committee.

Building Inspector:

Rick Donovan, Building Inspector, presented the budget to the Committee. John explained that according to the Committee's interpretation of Article 21, they are not accepting any salary increases. The Selectmen will have to put it in a warrant article. Becky explained that Mr. Donovan was hired at a different wage than the previous inspector. When he was hired earlier this year the agreed upon wage was \$25.00 per hour. Rick explained to the Selectmen that based on the activity of the Town and averaging 8 hours per week, a reasonable wage would be between \$10,000 and \$12,000 per year. Rick and the Selectmen agreed to \$8,000 for 2015. The \$8,000 would be a stipend. Rick added that in 2013 there were 42 building permits and so far this year there were 54 with 21 of those being new homes. Wendy stated that the increase of the stipend from \$5,000 to \$8000 was what Article 21 was meant to prevent. Becky explained that this was a new hire to the position and the person was hired at a different wage based on experience so it was not a change.

The Committee reviewed the rest of the budget:

- communications - requested for next year is \$780. History shows that the budget of \$780 has always been spent.
- supplies - requested for next year is \$1,125. This is for 2015 building codes \$725, electrical codes \$140, and general supplies \$264.

- dues and subscriptions - requested for next year is \$340. Rick noted that if the Fire Department is a member of the NFPA he could use that account for a savings of \$165. The Committee suggested sharing the International Code Council fee of \$125 and the NH Building Officials Association fee of \$50 with the Town of Rindge. This would need to be worked out with the Selectmen of each town.

Wendy made a motion to approve the Building Inspector's budget of \$11,492. Ron seconded the motion and it passed unanimously.

The Budget Committee 2015 approved Building Inspector budget is as follows:

Salaries	\$8,000
FICA	496
Medicare	116
Education training	140
Workers Comp	420
Communication	780
Dues Subs Fees	340
Supplies	1,125
Postage	75

John will not be at next week's meeting. Wendy will chair the meeting.

The meeting adjourned at 8:40 p.m.

Respectfully submitted,

Joanne Meshna
Land Use Manager