

Town of Hillsborough
Budget Hearing Minutes
February 12, 2015

Present: Selectmen David Fullerton, Chairman; Wendy Brien-Baker and Alan Urquhart; Town Administrator Laura Buono, Selectmen's Secretary Iris Campbell, Youth Services Director Peter Brigham, Highway Foreman William Goss, Fire Chief Kenneth Stafford, Jr., Emergency Management Director Scott Murdough, Dispatch Supervisor Kevin Belanger, Police Chief David Roarick, Transfer station Manager Luke Levesque, Water and Sewer Commission Chairman Douglas Parker, Head Librarian Robin Sweetser, Welfare Director Dana Brien, Planning Director Robyn Payson, Lauralee LoMonaco, John Segedy, Thomas McClure, Rosemary Urquhart, Russell Galpin, Roland Bovio, Patricia Mathison, Jane Butler, Tamara McClure and Melinda Gehris .

Chairman Fullerton opened the meeting at 7:13 p.m.

Mrs. Buono said copies of the warrant, proposed budget and changes in the union contracts were available.

Chairman Fullerton read: "**Article 8** - Shall the Town raise and appropriate the sum of \$6,692,411.00 (Six Million Six Hundred Ninety Two Thousand Four Hundred Eleven Dollars) as a 2015 Operating Budget? This amount does not include amounts from any other warrant articles. (Recommended by the Board of Selectmen)"

Mrs. Buono said the increase in payroll in ever department is because there will be fifty-three pay periods in 2015.

Mrs. Brien-Baker said Emergency Management was increased because the cost of the code red program was placed entirely in this budget.

Mrs. Buono said the largest increase in the police budget is payroll. She added retirement will be increasing because the Board is planning on increase the employers match from 5% to 6%. She said there will be a savings in health insurance because of a change in plans.

Mr. Galpin asked about the increase in the land use and EDC budgets.

Mrs. Buono said it was because of the expenses to finish the master plan.

Mr. Segedy said the overtime budget for the police department is high and it is the job of the Selectmen to control the overtime and to see that shift scheduling is done properly.

Mrs. Buono said case loads are different every year.

Chief Roarick said overtime occurs when you have to fill vacation day and sick day shifts. He said the employees are required to attend four hours of training every month. He added the scheduling of court appearances are out of our control.

Mr. Galpin said we budgeted \$85,000 last year and expended more than \$120,000 and asked why we not budgeting enough money.

Chief Roarick said the increase in overtime is due to being understaffed the last three years. He added major incidents take more time.

Mr. McClure asked how many officers are on duty per shift.

Chief Roarick answered one or two between patrol officers and sergeants with shift overlaps.

Mr. McClure asked why the budget was not being presented department by department.

Chairman Fullerton began listing each individual department in order to give those present a chance to speak on each budget.

Mrs. Brien asked what the difference in the bridge budget between the Bridge Capital Reserve article and the Bog Road bridge article.

Mrs. Buono said the article is for a specific bridge and the Capital Reserve is for unexpected repairs.

Mrs. LoMonaco asked if the building inspector was to be paid through payroll.

Mrs. Buono said it depends on the person being hired.

Mr. McClure asked which bond had been paid off.

Mr. Galpin said the landfill closure, according to the 2013 Town Report.

Mr. Segedy asked about the increase in the fire department budget.

Mrs. Buono said the increase is from a change in health insurance and union pay for one full-time employee.

Chairman Fullerton said the library budget is up about \$12,000.

Mrs. Buono said most of that was from the increase in electric usage from the new electric heating system.

Mr. Urquhart asked about the reimbursement for general assistance.

Mrs. Brien said she liens real estate, social security applications, legal claims and any other future income a client maybe entitled to.

Chairman Fullerton read: “**Article 9** - Shall the Town raise and appropriate the sum of \$693,120.00 (Six Hundred Ninety Three Thousand One Hundred Twenty Dollars) for the

purpose of operating the Water Department during 2015? Of that sum \$693,120.00 (Six Hundred Ninety Three Thousand One Hundred Twenty Dollars) is to come from Water Department income. (Recommended by the Board of Selectmen)

Chairman Fullerton read: “**Article 10** - Shall the Town raise and appropriate the sum of \$681,720.00 (Six Hundred Eight-One Thousand Seven Hundred Twenty Dollars) for the purpose of operating the Sewer Department during 2015? Of that sum \$681,720.00 (Six Hundred Eight-One Thousand Seven Hundred Twenty Dollars) to come from Sewer Department income. (Recommended by the Board of Selectmen)”

Chairman Fullerton read: “**Article 11** - Shall the Town vote to approve the cost items included in the three (3) year collective bargaining agreement reached between the Board of Selectmen and American Federation of Teachers Local No. 3912, which covers full time highway department personnel, full and part time transfer station personnel, the welfare director, the deputy town clerk/tax collector, and the full time paramedic, and which calls for the following increases in wages and benefits at the current staffing levels:

<u>Year</u>	<u>Estimated Increase Over Prior Year</u>
2015	\$22,917.64
2016	\$11,576.65
2017	\$24,696.59

and further to raise and appropriate the sum of \$22,918.00 (Twenty Two Thousand Nine Hundred eighteen Dollars) for the 2015 fiscal year, such sum representing the additional costs attributed to the increase in salaries and benefits over those of the appropriation at current staffing levels paid in the 2014 fiscal year? (Recommended by the Board of Selectmen)”

Mr. Galpin said the public would like to compare the differences between the two contracts so there needs to be a better explanation.

Mrs. Buono said more employees in the union will be receiving step increases. She said there was a bigger health insurance savings in the police union contract.

Chairman Fullerton read: “**Article 12** - If Article 11 is defeated, shall the Town vote to authorize the governing body to call one special meeting, at its option, to address Article 11 cost items only? (Recommended by the Board of Selectmen)”

Chairman Fullerton read: “**Article 13** - Shall the Town vote to approve the cost items included in the three (3) year collective bargaining agreement reached between the Board of Selectmen and New England Police Benevolent Association Local No. 51, which covers full time police patrol officers and full and part time dispatchers in the Police Department and which calls for the following increases in wages and benefits at the current staffing levels:

<u>Year</u>	<u>Estimated Increase Over Prior Year</u>
2015	7,580.99
2016	1,241.46
2017	(440.68)

and further to raise and appropriate the sum of \$7,581.00 (Seven Thousand Five Hundred Eighty One Dollars) for the 2015 fiscal year, such sum representing the additional costs attributed to the

increase in salaries and benefits over those of the appropriation at current staffing levels paid in the 2014 fiscal year? (Recommended by the Board of Selectmen)”

Mr. Segedy questioned the need to pay an officer a four hour minimum for call outs and attending court.

Mrs. Buono said that issue wasn't changed from the last contract.

Chairman Fullerton read: “**Article 14** - If Article 13 is defeated, shall the Town vote to authorize the governing body to call one special meeting, at its option, to address Article 13 cost items only? (Recommended by the Board of Selectmen)”

Chairman Fullerton read: “**Article 15** - Shall the Town vote to establish a Capital Reserve Fund for the purpose of Fire Department Equipment and to raise and appropriate the sum of \$100,000.00 (One Hundred Thousand Dollars) to deposit in such fund and to name the Board of Selectmen as agents to expend? Of that sum, \$100,000.00 (One Hundred Thousand Dollars) is to come from the General Fund Balance. (Recommended by the Board of Selectmen)”

Mr. McClure asked how much money is in the general fund balance.

Mrs. Buono answered \$2,157,038.

Mr. Segedy voiced his concern regarding naming the Board of Selectmen as agents to expend the Capital Reserve Fund and not having to ask the townspeople.

Mrs. Buono said Capital Reserve Funds earn interest and allow for purchases without affecting the tax rate.

Chairman Fullerton read: “**Article 16** - Shall the Town raise and appropriate the amount of \$60,000.00 (Sixty Thousand Dollars) to be deposited in the already established Smith House Building Maintenance and Repair Capital Reserve Fund? Of that sum, \$60,000.00 (Sixty Thousand Dollars) is to come from the General Fund Balance. (Recommended by the Board of Selectmen)”

Chairman Fullerton read: “**Article 17** - Shall the Town raise and appropriate the amount of \$100,000.00 (One Hundred Thousand Dollars) to be added to the already established Capital Reserve Fund for the purpose of Municipal Buildings Maintenance, Repairs and Upgrades? Of that sum, \$100,000.00 (One Hundred Thousand Dollars) is to come from the General Fund Balance. (Recommended by the Board of Selectmen)”

Mrs. Buono said this fund would be used for the maintenance of all town buildings.

Chairman Fullerton read: “**Article 18** - Shall the Town raise and appropriate the non-lapsing sum of \$150,000.00 (One Hundred Fifty Thousand Dollars) for the purpose of road work? This article to be non-lapsing until December 31, 2016 (Recommended by the Board of Selectmen)”

Mr. Goss said he is planning on working on Summer, Vine, Union and Pearl Streets.

Chairman Fullerton read: “**Article 19** - Shall the Town raise and appropriate the non-lapsing sum of \$50,000.00 (Fifty Thousand Dollars) for the purpose of completing the Bog Road Bridge repair work? This article to be non-lapsing until December 31, 2016 (Recommended by the Board of Selectmen)”

Mrs. Buono corrected the amount to \$60,000 (Sixty Thousand Dollars).

Chairman Fullerton read: “**Article 20** - Shall the Town vote to establish a Capital Reserve Fund for the purpose of Highway Department Equipment and to raise and appropriate the sum of \$100,000.00 (One Hundred Thousand Dollars) to deposit in such fund and to name the Board of Selectmen as agents to expend? Of that sum, \$100,000.00 (One Hundred Thousand Dollars) is to come from the General Fund Balance. (Recommended by the Board of Selectmen)”

Mr. Galpin said he wasn't in favor of a lot Capital Reserve Funds.

Chairman Fullerton read: “**Article 21** - Shall the Town vote to authorize the Selectmen to enter into a 5 year lease purchase agreement containing a non-appropriation clause, in the amount of \$200,000.00 (Two Hundred Thousand Dollars) for the purpose of purchasing a Dump Truck for the Highway Department and to raise and appropriate the sum of \$43,000.00 (Forty Three Thousand Dollars) for the first years payment for that purpose? (Recommended by the Board of Selectmen)”

Mr. McClure asked if the truck would be a ten wheeler.

Mr. Goss answered yes and it was replacing a twenty year-old truck.

Chairman Fullerton read: “**Article 22** - Shall the Town raise and appropriate the sum of \$20,000.00 (Twenty Thousand Dollars) to be added to the already established Bridge Repairs Capital Reserve Fund? (Recommended by the Board of Selectmen)”

Mr. Galpin asked how much is in the fund now.

Mrs. Buono answered about \$60,000.

Chairman Fullerton read: “**Article 23** - Shall the Town raise and appropriate the sum of \$75,000.00 (Seventy Five Thousand Dollars) to be added to the already established Ambulance Capital Reserve Fund? (Recommended by the Board of Selectmen)”

Mrs. Buono said a new ambulance will be purchased during 2015.

Chairman Fullerton read: “**Article 24** - Shall the Town raise and appropriate the amount of \$45,000.00 (Forty Five Thousand Dollars) for the purpose of purchasing or repairing roll off containers for the Transfer Station? Of that sum \$45,000.00 (Forty Five Thousand Dollars) to come from the General Fund Balance. (Recommended by the Board of Selectmen)”

Mrs. Buono said the Town received \$100,000 back from the Concord Regional Solid Waste/Resource Recovery Cooperative some of which will be used to purchase the roll offs.

Chairman Fullerton read: “**Article 25** - Shall the Town raise and appropriate the sum of \$500,000.00 (Five Hundred Thousand Dollars) for the purpose of renovations to the Fuller Public Library? Of that sum \$500,000.00 (Five Hundred Thousand Dollars) to come from Library Funds. This article to be non-lapsing until December 31, 2017. (Recommended by the Board of Selectmen)”

Mr. McClure said this money should not be coming from Library Funds it should come from the Town because it isn't a Library Building it's a Town Building.

Mrs. Sweetser said the Library Trustees want to make the second floor accessible in order to move Project LIFT back into the Library. She said if the Town wants to utilize the third floor then they will have to fund it.

Chairman Fullerton read: “**Article 26** - Shall the Town vote to transfer the amount of \$6,889.00 (Six Thousand Eight Hundred Eighty Nine Dollars) which represents the remaining balance of the 2013 & 2014 Library Operating Budget, to the Library Trustees for the purpose of Library Operations? Of that sum, \$6,889.00 (Six Thousand Eight Hundred Eighty Nine Dollars) shall come from the General Fund Balance. (Recommended by the Board of Selectmen)”

Chairman Fullerton read: “**Article 27** - Shall the Town vote to discontinue the Capital Reserve Fund entitled “Library Space Needs” and to deposit all funds into the General Fund? (Recommended by the Board of Selectmen)”

Mr. McClure asked how much is there in the fund.

Mrs. Buono answered about \$48,000.

Chairman Fullerton read: “**Article 28** - Shall the Town raise and appropriate the sum of \$30,000.00 (Thirty Thousand Dollars) for the purpose of renovations to the Heritage Museum? Of that sum \$8,000.00 (Eight Thousand Dollars) to come from a Moose Plate Grant. (Recommended by the Board of Selectmen)”

Mrs. Buono said this phase of the renovations include fireproofing the tower and beginning the work on a vertical lift.

Ms. Butler said fire proofing the tower, fixing the lighting, the concrete base for the lift and other projects will cost approximately \$36,000.

Chairman Fullerton read: “**Article 29** - Shall the Town raise and appropriate the sum of \$40,000.00 (Forty Thousand Dollars) for the purpose of Manahan Park Renovations? Of that sum \$40,000.00 (Forty Thousand Dollars) to come from the Manahan Park Trust Fund. (Recommended by the Board of Selectmen)”

Mr. Galpin asked what renovations where they planning on doing.

Mrs. Buono answered putting electricity in the pavilion and working on a retaining wall.

Chairman Fullerton read: “**Article 30** - Shall the Town raise and appropriate the sum of \$45,000.00 (Forty Five Thousand Dollars) for the purpose of Building Bathrooms at Grimes Field? Of that sum, \$35,000.00 (Thirty Five Thousand Dollars) to come from the General Fund Balance and \$10,000 (Ten Thousand Dollars) from Trust Fund Revenues. (Recommended by the Board of Selectmen)”

Mr. McClure asked which trust where they planning of using.

Mr. Buono answered the Dana Crain Trust Fund.

Chairman Fullerton read: “**Article 31** - Shall the Town vote pursuant to RSA 72-39-b, to modify the elderly exemption from property tax in the Town of Hillsborough based on the assessed value for qualified taxpayers to be as follows: for a person 65 years of age up to 75 years, \$34,500; for a person 75 years of age up to 80 years, \$51,750; for a person 80 years of age or older, \$63,250? To qualify, the person must have been a NH Resident for at least three consecutive years, own real estate individually or jointly, or if the real estate is owned by a person’s spouse they must have been married at least five consecutive years. In addition, the taxpayer must have a net income of not more than \$30,000 or if married, a combined net income of less than \$45,000 and own net assets not in excess of \$71,500 excluding the value of the person’s residence. (Recommended by the Board of Selectmen)”

Chairman Fullerton read: “**Article 32** - To see if the Town will vote, pursuant to NH RSA 35:9-a II, to authorize the Trustees of Trust Funds to pay for capital reserve fund investment management services, and any other expenses incurred, from capital reserve fund income. No vote by the Town to rescind such authority shall occur within five years of the original adoption of this article.”

Mrs. Buono said this article is necessary because of new legislation requiring the Trustees of Trust Funds to obtain authority to use capital Reserve funds to pay for investment management services. She said they have always done this but now they need the Town to authorize it.

Chairman Fullerton read: “**Article 33** - Shall the Town vote to adopt the provisions of RSA 41:14-a and to further authorize the Board of Selectmen to offer the right of first refusal and/or a discounted rate to abutting property owners in the Emerald Lake Village District for parcels deemed non-buildable? The sale will also carry a requirement that the lot(s) be merged with their existing lot(s).”

Chairman Fullerton read: “**Article 34** - Shall the Town vote to raise and appropriate the sum of \$8,000.00 (Eight Thousand Dollars) for the purpose of providing support for services for senior citizens to be provided by the Greater Hillsborough Senior Services through the Hillsborough Area Community Service Corporation? (By Petition)”

Mrs. Buono said this article is not recommended by the Board.

Mr. Galpin said there would be no town accounting of this money it would be given to them to spend as they see fit.

Mrs. Buono read Article 8 from the 2014 warrant: "Shall the Town raise and appropriate the sum of \$9,000 for the purpose of supporting senior trips? Of that sum \$5,000 is to come from trip revenues. (Recommended by the Board of Selectmen)" She said this article will be added to the 2015 warrant.

Chairman Fullerton read: "**Article 35** - To see if the Town will vote to establish a Recreation Commission pursuant to RSA 35-B:4, which will have all the powers and duties enumerated in RSA 35-B. The Recreation Commission will consist of 5 members who will be citizens of Hillsborough and who will be appointed by the Selectmen to 3 year terms, all initial appointments to be staggered. (By Petition)

Mrs. LoMonaco asked what RSA 35-B says and what are the duties of the Recreation Commission.

Mr. McClure said he felt it was illegal to appoint a person who doesn't live in Hillsborough to the Park Board. He said the forming of this commission would address that issue.

Mrs. Buono asked if the Recreation Commission would also oversee the running of the parks. She said if so then it should be called the Recreation and Parks Commission.

Chairman Fullerton closed the public hearing at 9:22 p.m.

A true record,

Iris Campbell
Selectmen's Secretary

Approved by:
Hillsborough Board of Selectmen

Date: _____

David N. Fullerton, Chairman

Wendy Brien-Baker, Selectman

Alan Urquhart, Selectman