



TOWN OF HAMPSTEAD

BUDGET COMMITTEE

Minutes

June 13, 2019 7:00 PM

PRESENT: Timothy Lovell, Carol Cipriano, Steven Bookless, Donna Green

VISITORS: None

1. Call to Order; Pledge of Allegiance

The meeting was called to order by Tim Lovell at 7:00 pm in the Selectmen's Office at the Hampstead Town Hall. Mr. Lovell led the Pledge of Allegiance.

2. Notice

Tim Lovell presented the information Tina Harrington left for the upcoming 2019 Budget & Finance Workshop September 18, 2019 at the Derryfield Banquet Facility in Manchester presented by New Hampshire Municipal Association. Mr. Lowell noted sometimes the workshops are helpful and other times not.

3. Report on Committee Members Meeting with Boards or Reviews

Tim Lovell met with:

Jon Worthen, Road Agent. An outside organization from Rockingham County Planning currently has agents out evaluating the town roads. Some roads are fine, others are average and some not wide enough and might become dangerous for people walking, etc. Jon Worthen will present their recommended findings to the Selectmen. He receives a yearly varying dollar amount block grant from the State. He also hired a new employee and with that also comes with added costs for benefits, etc. Steve Bookless mentioned the State has some programs where they will match half the funds with the town funds, i.e. Windham's rail trail. Tim Lovell will follow up with Jon Worthen later.

Zoning Board & Code Enforcement: Tim has not met with them yet, but he looked over their budget-they bring in about 112K in revenue last year and that's not a bad thing. Paul Carideo, Chairman of the Planning Board. Paul maybe hiring another person but that could change in the future. The Planning Board brings in a great deal of fees and this makes his budget neutral and that is fantastic. Tim will be meeting with them.

Tim Lovell asked about a list of emails and phone numbers for Department Heads because he has not seen it on the Town website. Tim noted there might be some who might not have theirs published for privacy reasons. Carol Cipriano mentioned contacting the Secretaries. Donna Green noted there is a committee formed to collect that information, present it to Sally Theriault, who would approve it, and have it put on the Town website.

Recreation Department:

Tim will be meeting with them next week. He went over their budget and expressed that perhaps not all expenses are on the right line. Carol Cipriano noted perhaps some belong elsewhere in buildings and grounds. Tim noted it might be positive to attract people to promote the town for programs and activities for adult and children.

Tim feels our job as the Budget Committee to advise or make recommendations to the Selectmen. We should also make our opinions heard at the Department Head level as well. If you have a great idea, share it. It could make a help make a difference.

Steve Bookless contacted both the Fire Chief and the Police Chief:

It's still early in the process and there isn't much to report currently. Last year the Police Chief hired a Resource Officer and the Fire Chief hired a new Firefighter and the Fire Department's health care costs went up as well. Steve is meeting with the Fire Chief next Monday and will ask if there are any surprises. The big drivers are salaries and equipment. The Fire Chief is very good at getting grants for equipment. The Police Chief and I have been playing phone tag but we will be meeting to discuss what big drivers he might have. A lot of towns are leasing vehicles instead of buying them. The motorcycle at the Police station is leased. Fire apparatus has nothing to do with mileage, it goes by engine hours.

Carol Cipriano

The Recycling Committee will meet next week. Things are going well with the new vendor. People are settling down and getting used to the new vendor. The old vendor didn't enforce what you can't do. The new company is enforcing it. Money can't be made in recycling. There is no money in plastics. They still take it, but only certain plastics are acceptable. People were thinking the orange stickers on the bins were penalizing them but the vendor was trying to tell them what was acceptable. Containers, etc. should be rinsed off before recycling. Steve Bookless noted in Vermont if you throw recycling in with your garbage you can be fined. We are being paid less now for the recyclables.

Library:

Carol attended the Library meeting last month. The Rotary Club donated tables and chairs for the large meeting room. That is a savings. The Library is just fixing the outside fassure board on the building this year. Donna Green asked who was paying for this. Carol said it was a debate between the Library and the Selectmen. Tim Lovell said there was an Article on the March ballot for \$10K for building and maintenance funding. It will be interesting to see the outcome. The Library will be replacing some siding and the HVAC needs replacing next year. Tim Lovell asked if the entire HVAC needs replacing or just parts like the compressor or pumps or vents need to be cleaned. Usually the whole system doesn't go at the same time. Time Lovell asked if the salesman is being overly aggressive with them. Steve Bookless and Tim Lovell agreed that they should get three separate bids for the work. The Library also will be building handicap a ramp on the side of the building. They are debating as to whether the Selectmen need to see the plans, as well as, the Building Inspector. Carol will ask at the next meeting. The Library came up with a Letter of Understanding saying they are totally independent of the Town and don't have to run everything past the officials.

This is to be presented to Selectmen. Carol noted the taxpayers pays the bills. Tim Lovell stated the Conservation Committee is independent of the Town, but feels we should treat the Selectmen as they are doing the best they can. We work as a unit. Steve Bookless noted if They want to stand alone then they can raise their own money, Carol noted the Library and the Selectmen need to come to an understanding. Tim Lovell feels the Library is a wonderful asset and we need to support it but keep within the means of the community.

Donna Green is liaison to Selectmen. She stated last year she talked with Sally Th and Tina Harrington but not Patricia Curran, the Town Clerk/Tax Collector. Tim Lovell suggested she work with Patricia. Her department bring in money and it's a good idea to talk with her. Tim Lovell will also talk with Sally and Tina regarding building grounds maintenance to see if some of the lines can be moved over to the town. Donna has watched the Selectmen's meetings online. The job descriptions have been done and there will be Cola increases. Insurance rates will be available later in the Fall.

Steve Bookless will follow up with Animal Control regarding their budget.

4. Set Objectives for July

Budget Committee members will be in touch with their respective department heads using the forms to project upcoming expenses or projects. Committee member are encouraged to attend the Selectmen's September 9th meeting. September will give a better chance to ask questions on the budget. November through January will be heavily involved with the budget and voting on the Articles, etc.

5. Open Forum

Donna Green will amend the meeting notes of May 2, 2019 adding Animal Control to Steve Bookless' liaison assignment and adding Code Enforcement to Tim Lovell's liaison assignment. Motion by Steve Bookless to accept meeting notes with amendments was seconded by Tim Lovell.

Vote 4-0

6. Schedule Next Meeting Date

The next regular meeting date will be September 12, 2019 at the Town Hall 7:00 pm

8. Adjournment

Motion to adjourn was made by Carol Cipriano and seconded by Donna Green 7:46pm

Vote 4-0

Respectfully Submitted,

Donna Green