

Board of Selectmen- Budget Meeting

November 3, 2010

Present: Ken Paul, Chairperson, Mark Duffy, Peter Kasprzyk, Teresa Williams, Town Administrator

The posted meeting was opened at 6:30pm.

The board met to go over more budget items. Ms. Williams first asked if the board thought there would be enough money in the budget for 2010 to purchase wreaths. Mr. Stewart Pease had come to the office and gave a cost of \$475.00 for wreaths at the town hall, library and public safety building. The board felt this was quite high and recommended that the town should buy six wreaths from the library fundraiser. Ms. Williams will purchase six wreaths this week.

Ms. Williams received a price from the towns auditing firm to help us become GASB compliant. The cost is between \$1,100 and \$1,600. The board would like Ms. Williams to check with other towns to see how and if they are GASB compliant before they put this money in the budget.

Ms. Williams informed the board that she put the cleaning bid back in the newspaper and on the website. All new bids are due by November 16th. Ms. Williams has four walk throughs scheduled for next week.

Ms. Williams let the board know that she has met with LGC for the health insurance, property liability and workers comp. She has talked with Primex about our unemployment costs, which have increased drastically for 2011. The health insurance rates have gone down by 2.6% and property liability rates will likely go up by 6%.

The next item talked about was the town hall annex building. Mr. Robinson gave Ms. Williams a cost sheet of all repairs needed for 2011. The total came to \$26,800. The board decided that all the items probably did not need to be completed in 2011. They agreed to replace the overhead door, 2 steel doors, cut a ventilation hole in door, purchase paint for interior and remove underground oil tank. This total comes to \$9,450. The board then started to discuss when the food pantry will need to move out. Ms. Williams gave them a copy of the email from Janet Miller, which discussed the food pantries options. After much discussion the board directed Ms. Williams to inform the food pantry that they will have to be out of the annex building by January 1, 2011, with the option to move down to the Wakefield Resource Center.

The town hall expenses were discussed next. The board asked Ms. Williams how much the town spends on having the drinking water brought in to the town hall. Ms. Williams told the board that for the two water bubblers it cost about \$120.00 per month. There was much discussion as to whether the water in the town hall is suitable for drinking. Mr. Duffy thought we needed to provide clean drinking water to employees. The board decided to cut down the amount of bottles purchase for the upstairs water bubbler and to purchase a Brita filtration system for the lower level. They will revisit this item with all town buildings. The board also decided to cancel the general linen service for the rugs downstairs and to just purchase our own rugs.

The board started to talk about the town hall hours and if they should cut any hours back. This led to reviewing the personnel policy. There were many ideas being discussed; such as furlough days, reducing holidays from 11 ½ to 8 ½, no personal days, cutting back on the sick days, bereavement time and rolling everything into earned time. Ms. Williams mentioned that she had contacted LGC for information on earned time and how to word it in the policy. She will forward this information to them via email. At the end of the discussion no decisions were made.

At 9:05pm a motion was made to enter into non-public session under RSA 91-A:3, II (a) & (c) by Mr. Kasprzyk and seconded by Mr. Duffy. Roll call vote: Mr. Kasprzyk – ‘aye’; Mr. Duffy – ‘aye’; Mr. Paul – ‘aye’. The motion passed 3-0.

The Board returned to public session at 9:30 p.m., at which time the meeting adjourned.

Respectfully Submitted,

Teresa A. Williams
Town Administrator

Approval of Minutes:

Kenneth S. Paul, Chairperson

Mark P. Duffy

Peter M. Kasprzyk