

MINUTES OF ADVISORY BUDGET COMMITTEE
Tuesday, January 24, 2017
Draft Subject to Review, Correction and Approval at Following Meeting

Advisory Budget Committee Members Present: Howard Hatch, Jon Hobbs, David Joslin, Peter Conrad, Barbara Dutile and Daniel Brady

Selectboard: Darwin Clogston, Tom Friel and Mike Bonanno and Wayne Fortier

Town Manager: Jo Lacaillade

Fire Departments: Chief Jeff Robbins, Chief Phil Blanchard, Chief Richard Morris, Emergency Mgmt. Director Steve Robbins, Peter Blanchard, Shawn Bigelow, Ben Moulton, Jon Bouffard, Michael Norcross, Dana Paronto, Preston Hatch and Phil Hutchins.

Recreation Department: Sherri Sargent-Recreation Director

Call Hearing to Order: Chairman Brady called the meeting to order at 7 pm.

Minutes from the 1/18/17 Meeting: A motion was made by Jon Hobbs and seconded by Barb Dutile to approve the minutes of 1/18/17 and carried unanimously.

Fire Departments: Chief Blanchard addressed the North Haverhill Fire Department budget which includes 10 new air packs. He stated all departments got together and agreed to buy the same air packs and because of this they were able to negotiate a lower price of \$6,876 per pack. Howard asked why the Department fund raiser money is not showing in this budget. Phil said that their fund raising money has never been a part of this budget but he can tell the committee that in 2016 North Haverhill Fire Department spent \$15,155 of their fund raising money towards the purchase of Turnout Gear, Class A uniforms, badges and other items. Howard felt to be fair, the Committee should know how much they raise and how they spend it. There was a brief discussion about how shared space is allocated in a budget. Discussion ensued about the purchasing of the air packs, the need to purchase them all in one year, the technology that changes that could make packs bought in different years' incompatible; etc. Dan Brady asked if the committee formed by Rick Ladd had reviewed this purchase. The committee in place is for review of rolling stock no for this type of equipment. Jeff Robbins said that the Fire Departments have met and worked together on the purchase of the air packs and this is the first time in a long time that they are all buying the same ones; he feels they are working together more now than ever. Dan stated that the committee would like to see more documentation of work being done as a whole to show that the Advisory Budget Committee where they are working together and getting the best savings for the Town. There was more discussion about the number of packs being purchased: North Haverhill is purchasing 10, Woodsville 13 and Haverhill Corner 4. There was more discussion about what the duties of the Town established Fire Committee is. There was discussion regarding the financing of the air packs. Barb asked why they couldn't spread out the purchase so it doesn't all happen in one year. Phil said that it is a safety issue when you have different types of air packs within the same department. North Haverhill will use any excess in their budget to pay down the air pack note. They have been doing that for the past few years towards the Fire Truck note. Jon Hobbs said that he would have a concern about the members of the Fire Department grabbing one of the old pieces of equipment and it doesn't work when they are working a fire, it will be dangerous; to him this is a potentially lifesaving piece of equipment. Phil said that the purchase of these air packs is not a want, it is a need. Dave Joslin asked if they have sought grants; Phil said that they have but have not found anything as of yet. There was a brief discussion about the overall North Haverhill budget as compared to other Fire Department budgets. Woodsville Fire Department budget was the next to be reviewed; their budget overall is down. There was a brief discussion about timing of loan payments and existing loans. Haverhill Corner Fire Department budget was next. The only increase in their department was for air packs and they are budgeting for 10. It was asked

why they were not getting the full 10 and Chief Morris said the Haverhill Corner Commissioners are only supporting 4. There was talk about moving some of the line items around to allow for more money to purchase air packs. Steve Robbins said that the cost of equipment replacement is going to continue to go up as regulations change and they have to replace old equipment. Howard said that is all the more reason to get together in planning. There was concern that with Haverhill Corner not purchasing the 10 packs, will it affect the price that is already in place. Phil Blanchard said that they have a fixed price. Jon Hobbs made a motion to approve the Fire Department Budget as presented by the Town Manager of \$365,333; the motion was seconded by Barb Dutile and carried unanimously.

Ambulance: Steve Robbins reviewed the increase in the rate to the Town due to the lack of reimbursements being received by Medicare and Medicaid. That initiated a raise of \$2 per capita. Jon Hobbs made a motion to approve the budget as presented; seconded by Barb Dutile and carried unanimously.

Emergency Management: Steve Robbins was in attendance to answer concerns with this budget. This budget includes the demolition of a hazardous and dilapidated building in Woodsville. Steve gave an overview of the property and the need to have money budgeted for the demolition if the court allows us to proceed after ordering the owner to raze the building. At the end of the day if the owner does not comply with a court order it will fall upon the Town to raze the building and clean up the site. He suggested that some cost savings could occur if we were to use the Highway department to haul the back fill for the cellar hole from the sand pit in Woodsville. Once this property has been remedied there are others out there that will be addressed but some of them might be able to be burned no razed. Howard felt strongly that the Town Highway department does not have time to be involved and he feels that the cement should not be left in the cellar hole. There was discussion about the liens on the property and who takes precedence. Steve said that he advised the Board from the start that it was going to be costly but if you start the process, you need to be prepared to follow it through and the Board was. TM Lacaillade said that it is the hope that if we follow through with the first property those others might realize we are serious and take care of some of their own properties. Barb Dutile made a motion to approve the building as presented; seconded by David Joslin and carried unanimously.

Recreation: Sherri gave the Commission and overview of their programs for 2016 highlighting that they have added ARC certified swim lessons, landed in the black for the summer camp program, and have restructured the fees for the summer camp for 2017 which will have the parents paying some of the costs of bussing. Haverhill Rec does a lot of fund raising and the Turkey Plunge earned over \$6,300 which is set aside in a special revenue account specific for Recreation project. Some of last year's Turkey Plunge money was used to paint the pool in 2016. This year some of the fund will be used to purchase a double wall chlorine tank and some pool furniture after TM Lacaillade cut those items from the general budget. She went on to say that she is receiving donations for summer camp scholarships from people out of the blue and has received \$2,000 that were unexpected. In 2017 they are offering more teen dances. The Lions Club donated the materials and finished the rest of the roof on the AP Hill Pool building and they are hoping to be able to assist Haverhill Rec for future projects and she is very thankful for them. There are 8 members on the Commission. The well at the pool was discussed as well as Lifeguard certification classes. Peter Conrad made a motion to approve the budget, seconded by Barb Dutile and carried unanimously.

Animal Control: Jon Hobbs asked to address the Animal Control budget; he felt that the Committee had gone beyond their scope at the last meeting when discussing this budget. He would submit that the Town Manager and the Selectmen that were in attendance having heard their concerns hopefully the revenue issue will be addressed by them. Jon Hobbs moved the animal control budget; seconded by Barb Dutile. Howard said that he still has concerns about whether the Town has to operate a kennel or not, that it is quite a waste. Howard suggests that the cost to transport to a licensed kennel may be cheaper than operating our own. The committee asked to review how many dogs might be involved if we have to transport. A vote on the motion carried unanimously.

The committee reviewed a handout that Howard had given to them regarding Charter Trust Capital Reserves. There was a brief discussion about the law surrounding Capital Reserves and who is responsible for the funds.

Information Technology: TM Lacaillade advised the committee that Jim had researched Interware that Tina wants to purchase and he believes that the support will be fine and he has no issue purchasing that product. Barb Dutile made a motion to approve the budget, seconded by David Joslin. Voting yes was Jon Hobbs, David Joslin, Peter Conrad, Barb Dutile and Dan Brady. Howard Hatch voted no.

JRM & Clifford Building: TM Lacaillade provided information to the committee regarding how Rich had based the amount for the stipend he asked for with regards to plowing and sanding. Howard said that his issue is with the mixing of an employee and contractor in the same person. Howard said that perhaps the plowing should be put out to bid. TM Lacaillade said that part of his hiring was to include plowing as part of his hours. Wayne said that it was an understanding several years ago that Rich would do our plowing at his hourly wage. He said that in a recent private conversation that he had with Rich was just to recoup some of his wear and tear on his vehicle and fuel. Howard said that the other part of this budget that is still pending is addressing the heating and cooling issues. A discussion ensued and it was tabled for this meeting.

Barb Dutile made a motion to adjourn the meeting at 8:40 pm; the motion was seconded by Howard Hatch and carried unanimously.

Minutes transcribed by Jo Lacaillade