

BUDGET COMMITTEE MEETING
January 06, 2015

The meeting was called to order at 6:47 p.m.

ROLL CALL

Martha Sumner, *Chair*,
Kristin Lewis-Savage, *Vice Chair, Excused*
Tricia Holt
W. David Gerns
Darrell Britton, *Excused*
Dennis Heffernan
Jack Paone
Charles Fowler
Dean Nifakos
John Sherman, *Selectmen Ex-Officio*

Also present: Sean Fitzgerald, Town Manager

The Pledge of Allegiance was led by J. Sherman

APPROVAL OF MINUTES

D. Heffernan moved, second by C. Fowler to approve the minutes of the December 02, 2014 meeting. There was no discussion on the motion. The vote was 7-0-1 (Paone abstaining).

BUDGET REVIEW

S. Fitzgerald noted that the Board of Selectmen (BOS) and the Budget Committee were in sync with the budget that they have reviewed. He added that the year-to-date expenses will be updated again once all 2014 invoices have been closed out.

M. Sumner noted for the cable audience that the Committee will be going through the individual budgets rather quickly. She added that the committee has seen these budgets four times each and much of the discussion about them has already occurred.

EXECUTIVE

D. Gerns moved, second by T. Holt to approve the 2015 Executive Department budget in the amount of \$293,148. There was no discussion on the motion. The vote was 8-0-0 U/A.

TOWN CLERK

T. Holt moved, second by D. Gerns to approve the 2015 Town Clerk budget in the amount of \$100,621. There was no discussion on the motion. The vote was 7-0-1 (Fowler abstaining).

ELECTIONS AND REGISTRATIONS

D. Nifakos moved, second by C. Fowler to approve the 2015 Elections and Registrations budget in the amount of \$16,060. There was no discussion on the motion. The vote was 8-0-0 U/A.

FINANCE ADMINISTRATION

D. Heffernan moved, second by D. Nifakos to approve the 2015 Finance Administration Department budget in the amount of \$111,671. There was no discussion on the motion. The vote was 7-1-0 (Paone dissenting).

HUMAN RESOURCES/ASSESSING

D. Gerns moved, second by J. Paone to approve the 2015 Human Resources/Assessing Department budget in the amount of \$146,047. There was no discussion on the motion. The vote was 8-0-0 U/A.

TAX COLLECTOR'S OFFICE

C. Fowler moved, second by T. Holt to approve the 2015 Tax Collector's Department budget in the amount of \$49,197. There was no discussion on the motion. The vote was 8-0-0 U/A.

FINANCIAL ACCOUNTING

D. Heffernan moved, second by D. Gerns to approve the 2015 Financial Accounting Department budget in the amount of \$9,744. There was no discussion on the motion. The vote was 8-0-0 U/A.

LEGAL

T. Holt moved, second by J. Paone to approve the 2015 Legal Department budget in the amount of \$50,000. There was no discussion on the motion. The vote was 8-0-0 U/A.

PERSONNEL ADMINISTRATION

D. Gerns moved, second by T. Holt to approve the 2015 Personnel Administration Department budget in the amount of \$1,789,471. There was no discussion on the motion. The vote was 8-0-0 U/A.

PLANNING

T. Holt moved, second by J. Paone to approve the 2015 Planning Department budget in the amount of \$84,846. There was no discussion on the motion. The vote was 8-0-0 U/A.

ZONING

D. Heffernan moved, second by T. Holt to approve the 2015 Zoning Board Department budget in the amount of \$7,110. There was no discussion on the motion. The vote was 8-0-0 U/A.

GOVERNMENT BUILDINGS

T. Holt moved, second by D. Gerns to approve the 2015 Government Buildings Department budget in the amount of \$177,260. There was no discussion on the motion. The vote was 8-0-0 U/A.

INSURANCE

D. Nifakos moved, second by C. Fowler to approve the 2015 Insurance Department budget in the amount of \$63,000. There was no discussion on the motion. The vote was 8-0-0 U/A.

ADVERTISING/ASSOCIATIONS

D. Heffernan moved, second by T. Holt to approve the 2015 Advertising/Associations Department budget in the amount of \$25,771. There was no discussion on the motion. The vote was 8-0-0 U/A.

CABLE STUDIO

T. Holt moved, second by D. Gerns to approve the 2015 Cable Studio Department budget in the amount of \$33,233. There was no discussion on the motion. The vote was 8-0-0 U/A.

CONFLICT OF INTEREST

C. Fowler moved, second by D. Nifakos to approve the 2015 Conflict of Interest Department budget in the amount of \$600. There was no discussion on the motion. The vote was 8-0-0 U/A.

POLICE/ACO

D. Gerns moved, second by J. Paone to approve the 2015 Police Department budget in the amount of \$1,941,054. There was no discussion on the motion. The vote was 7-0-1 (Holt abstaining).

FIRE DEPARTMENT

D. Heffernan moved, second by D. Nifakos to approve the 2015 Fire Department budget in the amount of \$562,606. There was no discussion on the motion. The vote was 7-0-1 (Holt abstaining).

BUILDING INSPECTION

D. Gerns moved, second by D. Heffernan to approve the 2015 Building Inspection Department budget in the amount of \$114,347. There was no discussion on the motion. The vote was 8-0-0 U/A.

EMERGENCY MANAGEMENT

D. Gerns moved, second by J. Paone to approve the 2015 Emergency Management Department budget in the amount of \$26,050. There was no discussion on the motion. The vote was 8-0-0 U/A.

HIGHWAY ADMINISTRATION

D. Heffernan moved, second by D. Gerns to approve the 2015 Highway Administration Department budget in the amount of \$286,486. There was no discussion on the motion. The vote was 8-0-0 U/A.

HIGHWAYS & STREETS

T. Holt moved, second by D. Nifakos to approve the 2015 Highways & Streets budget in the amount of \$558,600. There was no discussion on the motion. The vote was 8-0-0 U/A.

STREET LIGHTS

T. Holt moved, second by D. Gerns to approve the 2015 Street Lights budget in the amount of \$97,000. There was no discussion on the motion. The vote was 8-0-0 U/A.

SOILID WASTE COLLECTION

D. Gerns moved, second by C. Fowler to approve the 2015 Solid Waste Collection budget in the amount of \$515,000. There was no discussion on the motion. The vote was 8-0-0 U/A.

SOLID WASTE CLEAN UP

T. Holt moved, second by D. Gerns to approve the 2015 Solid Waste Clean Up budget in the amount of \$47,000. There was no discussion on the motion. The vote was 8-0-0 U/A.

WATER DISTRIBUTION

D. Heffernan moved, second by T. Holt to approve the 2015 Water Distribution Department budget in the amount of \$43,105. There was no discussion on the motion. The vote was 8-0-0 U/A.

HEALTH DEPARTMENT

T. Holt moved, second by D. Gerns to approve the 2015 Health Department budget in the amount of \$80,167. There was no discussion on the motion. The vote was 8-0-0 U/A.

HUMAN SERVICES

D. Nifakos moved, second by T. Holt to approve the 2015 Human Services Department budget in the amount of \$60,082. There was no discussion on the motion. The vote was 8-0-0 U/A.

WELFARE ADMINISTRATION

D. Heffernan moved, second by C. Fowler to approve the 2015 Welfare Administration Department budget in the amount of \$740. There was no discussion on the motion. The vote was 8-0-0 U/A.

WELFARE DIRECT ASSISTANCE

D. Gerns moved, second by T. Holt to approve the 2015 Welfare Direct Assistance Department budget in the amount of \$32,350. There was no discussion on the motion. The vote was 8-0-0 U/A.

RECREATION

D. Gerns moved, second by D. Nifakos to approve the 2015 Recreation Department budget in the amount of \$215,199. There was no discussion on the motion. The vote was 8-0-0 U/A.

LIBRARY

T. Holt moved, second by C Fowler to approve the 2015 Library budget in the amount of \$542,643. There was no discussion on the motion. The vote was 8-0-0 U/A.

J. Sherman noted that the Library may be coming in to adjust their electric line as they were talking with third party vendors to provide electricity.

PATRIOTIC

D. Nifakos moved, second by D. Gerns to approve the 2015 Patriotic budget in the amount of \$1,000. There was no discussion on the motion. The vote was 8-0-0 U/A.

CULTURAL

D. Heffernan moved, second by T. Holt to approve the 2015 Cultural budget in the amount of \$26,619. There was no discussion on the motion. The vote was 8-0-0 U/A.

CONSERVATION COMMISSION

D. Gerns moved, second by C. Fowler to approve the 2015 Conservation Commission budget in the amount of \$9,680. There was no discussion on the motion. The vote was 8-0-0 U/A.

DEBT SERVICE

T. Holt moved, second by D. Nifakos to approve the 2015 Debt Service budget in the amount of \$1. There was no discussion on the motion. The vote was 8-0-0 U/A.

It was noted that the total for all budgets is \$8,117,508.

M. Sumner asked what the percentage increase over the previous year's budget was.

S. Fitzgerald noted that it was 2.97% and if the Police contract and the Library's 53 payroll week were considered that increase would be much less, if there was any increase at all.

S. Fitzgerald noted there were big projects planned in 2015 including implementation of the Safe Routes to Schools program and expansion of the Route 125 Waterline as part of the State's Route 125 Improvement Plan.

J. Sherman added that the Police Contract was approved as a Warrant Article last year and now appeared in the operating budget.

S. Fitzgerald explained that the Town's portion of the Tax Rate had not increased in five (5) years. He added that revenues were generated by negotiating Cell Tower Lease and increasing some permitting fees which help to level the tax burden.

M. Sumner asked if the BOS had decided how much to take out of the Unexpended Fund Balance account to offset taxes.

J. Sherman noted that wasn't done until the tax rate is being set and is part of that process. He added that revenues are also part of that process as well.

WARRANT ARTICLE REVIEW

OPERATING BUDGET

Article P-15-02: Shall the Town raise and appropriate as an operating budget, not including appropriations by special warrant article and other appropriations voted separately, the amounts set forth on the budget posted with the warrant or as amended by vote of the first session, for the purposes set forth therein, totaling \$8,117,508 DOLLARS. Should this article be defeated, the operating budget shall be \$8,120,928. DOLLARS with certain adjustments required by previous action of the Town or by law; or the governing body may hold one special meeting, in accordance with RSA 40:13, X and XVI, to take up the issue of a revised operating budget only.

(Recommended by the Board of Selectmen (0-0-0) and Budget Committee (0-0-0).

D. Gerns moved, second by T. Holt that the Budget Committee recommend the Operating Budget Warrant Article in the amount of \$8,117,508. There was no discussion on the motion. The vote was 8-0-0 U/A.

It was noted that the BOS had not yet voted on this warrant article with the final budget number.

There were some questions about how the default budget number is arrived at. It was explained that an over-simplification of the calculations would be to take the previous year's budget, delete any one-time expenditures and add in any contractual expenses and that is the Default Budget. S. Fitzgerald offered to send out to the members the form that is used to calculate the Default Budget.

It was noted that a copy of the default budget is posted for public viewing and a copy is sent to DRA (Department of Revenue Administration).

M. Sumner asked when the MS-7 would be ready for signature.

S. Fitzgerald noted that he would try to have it ready the morning of the Tuesday Public Hearing.

PUBLIC SAFETY COMPLEX EXPANSION

Article P-15-XX: Shall the Town vote to raise and appropriate the sum of \$11,000,000 for the expansion of the Public Safety Complex and to authorize the issuance of not more \$11,000,000 of bonds or notes in accordance with the provision of the Municipal Finance Act (RSA 33) and to authorize municipal officials to issue and negotiate such bonds or notes and to determine the rate of interest thereon? This expansion shall include all remaining design work, building construction and renovation, site work, permit fees, access road construction, and building interior equipage.~ This will be a non-lapsing warrant article under RSA 32:7, VI and will not lapse until the project is completed or by December 31, 2019, whichever is sooner. Passage of a bond warrant article requires a 60% majority.]

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(Recommended by the Board of Selectmen (3-0-0) and the Budget Committee (0-0-0). This bond request is in the Capital Improvement Program as approved by the Planning Board.)

[Intent: To finance the construction of a new Police Station and improvements to the existing Public Safety Complex for the Fire Department..~Currently, there are many serious deficiencies with the existing Police Station have been identified. Some examples are:~

- *Non-ADA compliant by Federal Standards*
 - *No sight and sound separation for males, females, and juveniles as required by state and federal laws*
 - *Holding cells pose undue safety hazard to detainees and police staff due to antiquated design;*
 - *Detective/investigative function located in a trailer behind existing building*
 - *Safety Issues with prisoner separation from administrative staff and public*
 - *Lack of storage – some evidence houses off site that poses safety and security risks*
 - *Building does not meet standards to allow the granting of National Accreditation*
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Through a series of additional meetings with the Town and the Public Safety Departments, the space needs analysis and conceptual plans were pared down to four projects:

- *Single Story 15,500 +/- sq ft Police Station that would include significant upgrade for the Fire Department;*
- *Renovation to the Fire Station that would support future accommodation for 24/7 operations for the Fire Department;*
- *Construction of an access road adjacent to the cemetery leading to the rear of the property (which includes elimination of the drainage pond/attractive nuisance adjacent to the Safety Complex);*
- *Construction of a second entry to the Town Cemetery via new access road;*
- *A Community Meeting Room and Training Hall;*

The addition of the language in the Intent statement was noted. The change in the language was to focus on the long term benefits of the new Safety Complex.

S. Fitzgerald noted that this was a very favorable time for interest rates, making this a good time to invest in this project. He also noted that the Architectural team will be at Deliberative Session for a presentation.

D. Gerns moved, second by J. Paone that the Budget Committee recommend the Public Safety Complex Warrant Article in the amount of \$11,000,00 . There was no discussion on the motion. The vote was 8-0-0 U/A.

HIGHWAY DEPARTMENT EQUIPMENT CAPITAL RESERVE FUND DEPOSIT

Article P-15-XX: Shall the Town vote to raise and appropriate the sum of \$73,000 to be added to the existing Highway Department Equipment Capital Reserve Fund?

(Recommended by the Board of Selectmen (5-0-0) and Budget Committee (0-0-0); and this funding is included in the 2014-2019 Capital Improvement Program as approved by the Planning Board.)

[Intent: ~To continue to set aside money for future purchases of Highway Department vehicles. Putting funds aside each year will allow for the orderly replacement of highway vehicles while leveling the yearly tax impact. ~This money can only be spent by a future vote at Town Meeting. These funds will be invested in an interest bearing account.]

Available balance of the Highway Department Equipment Capital Reserve Fund is \$206,855.60 as of December 31, 2014.

D. Heffernan moved, second by T. Holt that the Budget Committee recommend the Highway Department Equipment Capital Reserve Fund Deposit Warrant Article in the amount of \$73,000. There was no discussion on the motion. The vote was 8-0-0 U/A

J. Sherman asked for a consensus of the Committee that the word “equipment” in the Warrant Article included trucks and vehicles. It was agreed.

FIRE DEPARTMENT CAPITAL RESERVE FUND DEPOSIT

Article P-15-XX: Shall the Town vote to raise and appropriate the sum of \$105,000 to be added to the existing Fire Department Capital Reserve Fund?

(Recommended by the Board of Selectmen (5-0-0) and Budget Committee (0-0-0); and this funding is included in the 2014-2019 Capital Improvement Program as approved by the Planning Board.)

[Intent: To continue to set aside money for future purchases of Fire Department vehicles. Putting funds aside each year will allow for orderly replacement of fire vehicles while leveling the yearly tax impact. This money can only be spent by a future vote at Town meeting. These funds will be invested in an interest bearing account.]

Available balance of the Fire Department Capital Reserve Fund is \$188,794.10 as of December 31, 2014.

J. Paone moved, second by D. Gerns that the Budget Committee recommend the Fire Department Capital Reserve Fund Deposit Warrant Article in the amount of \$105,000. There was no discussion on the motion. The vote was 8-0-0 U/A

BUILDING SYSTEMS CAPITAL RESERVE FUND DEPOSIT

Article P-15-XX: Shall the Town vote to raise and appropriate the sum of \$6,232.00 to be added to the existing Building Systems Capital Reserve Fund?

(Recommended by the Board of Selectmen (4-1-0) and Budget Committee (0-0-0); and this funding is included in the 2014-2019 Capital Improvement Program as approved by the Planning Board.)

[Intent: To replace funds spent in 2014 for emergency maintenance or repairs to Town-owned buildings and to continue to set aside money for future repairs of building systems in Town owned properties. Buildings are one of the Town’s largest capital assets and these funds are used to maintain and repair systems such as heating and ventilation, electrical and plumbing. Monies from this fund would be used for repairs that are unanticipated prior to Town Meeting and that cannot wait until a future meeting. This money can only be spent with the approval of the Board of Selectmen. These funds will be invested in an interest bearing account.]

Available balance of the Building Systems Capital Reserve Fund is \$19,504.06 As of December 31, 2014.

D. Heffernan moved, second by T. Holt that the Budget Committee recommend the Building Systems Capital Reserve Fund Deposit Warrant Article in the amount of \$6,232. There was no discussion on the motion. The vote was 8-0-0 U/A

FIRE SUPPRESSION PUMP AND PUMP HOUSE CAPITAL RESERVE FUND DEPOSIT

Article P-15-XX: Shall the Town vote to raise and appropriate the sum of \$125,000 to be added to the existing Fire Suppression System Pump/Pump House Replacement Capital Reserve Fund?

(Recommended by the Board of Selectmen (2-1-0) and Budget Committee (0-0-0); and this funding is included in the 2014-2019 Capital Improvement Program as approved by the Planning Board.)

[Intent: To continue to set aside money for future replacement of the pumps for the Fire Protection System and the pump house they are located in. The building that houses the pump that distributes the water for the fire suppression/protection system must be replaced at the same time that the pumps are replaced. The replacement is scheduled for 2016 at an estimated cost of \$200,000 for the pumps and \$150,000 for the pump house, totaling \$350,000. These funds will be invested in an interest bearing account.]

Available balance of the Fire Suppression Pump and Pump House Capital Reserve Fund is \$128,993.90 as of December 31, 2014.

D. Gerns moved, second by D. Heffernan that the Budget Committee recommend the Fire Suppression Pump and Pump House Capital Reserve Fund Deposit Warrant Article in the amount of \$125,000. There was no discussion on the motion. The vote was 8-0-0 U/A

It was noted that the intent statement is out of date and does not have the new numbers, but that the amount requested in the Warrant Article is correct.

M. Sumner noted that the Committee had reviewed the corrected intent statement at the last meeting.

CONSERVATION FUND DEPOSIT

Article P-15-XX: Shall the Town vote to raise and appropriate the sum of \$10,000 to be deposited into the existing Conservation Fund as provided for in RSA 36-A?

(Recommended by the Board of Selectmen (5-0-0) and by the Budget Committee (0-0-0); and this funding is included in the 2014-2019 Capital Improvement Plan as approved by the Planning Board.)

[Intent: ~To add funding to the Plaistow Conservation Fund. The Conservation Commission intends to purchase land, easements, and/or other land rights to preserve the natural environment. These funds will be invested in an interest bearing accounts.]

***Available balance of the Conservation Fund is \$0.00 as of December 31, 2014.
Available balance of the Forestry Fund is \$0.00 as of December 31, 2014.***

D. Nifakos moved, second by D. Heffernan that the Budget Committee recommend the Conservation Fund Deposit Warrant Article in the amount of \$10,000. There was no discussion on the motion. The vote was 8-0-0 U/A

RECREATION PLAN CAPITAL RESERVE FUND DEPOSIT

Article P-15-XX: Shall the Town vote to raise and appropriate the sum of \$50,000 to be deposited into the existing Recreation Capital Reserve fund? Money in this fund is used to support the completion of projects included in the Town's Strategic Recreation Plan.

(Recommended by the Board of Selectmen (4-1-0) and Budget Committee (0-0-0); and this funding is included in the 2014-2019 Capital Improvement Program as approved by the Planning Board.)

[Intent: In 2012, the Recreation Commission completed a re-write of the Recreation Chapter of the Plaistow Master Plan. The Recreation Commission also developed a Strategic Recreation Plan that includes a list of the recreation projects that the Town should pursue over the next 6 years. Adding funding to this Recreation Capital Reserve each year will help stabilize year_to_year tax impacts for these various recreation projects and reduce or eliminate interest payments by having the cash on hand. (Money in this fund was used in 2014 to build batting cages at the PARC facility.) This fund will be used to satisfy the proposed projects in the Town's Master Plan, including but not limited to walking/running/biking trails, additional ball fields, community gardens, dog park, etc. These funds will be deposited in an interest bearing account.]

Available balance of the Recreation Capital Reserve Fund is \$50,000.15 as of December 31, 2014.

D. Heffernan moved, second by C. Fowler that the Budget Committee recommend the Recreation Plan Capital Reserve Fund Deposit Warrant Article in the amount of \$50,000. There was no discussion on the motion. The vote was 8-0-0 U/A

REPLACEMENT OF HIGHWAY DEPARTMENT DUMP TRUCK

Article P-15-XX: Shall the Town vote to raise and appropriate the sum of \$160,000 for the replacement of the 2008 International Dump Truck and to withdraw \$160,000 from the Highway Department Vehicle Capital Reserve Fund for such replacement?

Appropriation:	\$160,000
Withdrawal from the Highway Department Vehicle Capital Reserve fund:	- <u>\$160,000</u>
Amount to be raised by taxation:	\$0~

(Recommended by the Board of Selectmen (5-0-0) and the Budget Committee (0-0-0). This expense is in the 2014-2019 Capital Improvement Program as approved by the Planning Board.)

[Intent: To replace the Highway Department's 2008 International 6-wheel Dump Truck as part of the replacement schedule for Highway Department vehicles. This vehicle currently has been used for 2663 hours and applying the industry standard of one hour equals 45 miles driven equates to approximately 120,000 miles. The Town has delayed needed repairs to the existing truck since it will be retired. Approval of this article may also authorize trading in the 2008 vehicle and applying the proceeds towards the purchase of this new truck. The new truck, like

the current truck, will be equipped with a dump body, plow, wing and sand & salt spreader. This is 1 of the 2 main dump trucks that apply the salt and sand to our town roads.]

D. Gerns moved, second by J. Paone that the Budget Committee recommend the Replacement of Highway Department Dump Truck Warrant Article in the amount of \$160,000. There was no discussion on the motion. The vote was 8-0-0 U/A

CREATE A FIRE DEPARTMENT CAPITAL RESERVE ACCOUNT FOR THE REPLACEMENT OF THE SCBA (SELF CONTAINED BREATHING APPARATUS), AIR CYLINDERS, AND HIGH TEMPERATURE MASKS AND ASSOCIATED EQUIPMENT

Article P-15-XX: Shall the Town vote to create a Capital Reserve Fund and raise and appropriate the sum of \$33,400 to deposit into this fund for the purpose of setting aside money for the replacement of Self Contained Breathing Apparatus (SCBA), SCBA cylinders, and high temperature masks? This capital reserve fund is being established pursuant to RSA 35:1.

(Recommended by the Board of Selectmen (5-0-0) and the Budget Committee (0-0-0). These funds are in the 2014-2019 Capital Improvement Program as approved by the Planning Board.)

[Intent: To set aside money for future replacement of the SCBA, cylinders, and masks. Putting money aside each year will allow for the orderly replacement of this equipment by leveling the yearly tax impact. This money can only be spent by a future vote at Town Meeting. These funds will be invested in an interest bearing account. This is the 1st year of 6 years of deposits. The total cost of replacement is estimated to be \$200,000.]

It was noted that the word “Equipment” was missing from the Warrant Article Title.

J. Sherman offered that this Warrant Article was updated based on comment from the Fire Chief. He noted that the most recent change was to replace the word “tanks” with cylinders.

D. Gerns moved, second by C. Fowler that the Budget Committee recommend the Create a Fire Department Capital Reserve Account for the Replacement of SCBA (Self Contained Breathing Apparatus), Air Cylinders, and High Temperature Masks, and Associated Equipment Warrant Article in the amount of \$33,400. There was no discussion on the motion. The vote was 8-0-0 U/A

COMMUNICATIONS RADIO DISPATCHING SYSTEM CAPITAL RESERVE ACCOUNT AND ASSOCIATED DEPOSIT?

Article P-15-XX: Shall the Town vote to raise and appropriate the sum of \$50,000 to be added to the Communications Radio Dispatching System Capital Reserve Fund?

(Recommended by the Board of Selectmen (5-0-0) and the Budget Committee (0-0-0). These funds are in the 2014-2019 Capital Improvement Program as approved by the Planning Board.)

[Intent: To continue to set aside money for the future purchase of a communication radio

Dispatching system. Putting money aside each year will allow for the orderly replacement of this system by leveling the yearly tax impact. This money can only be spent by a future vote at town Meeting. These funds will be invested in an interest bearing account. This is the 2nd year of a 5 year deposit schedule to replace the Police Department's Communications Dispatching System for a total cost of \$200,000.]

Available balance of the Communications Radio Dispatching System Capital Reserve Fund is \$25,000.15 as of December 31, 2014.

D. Nifakos moved, second by T. Holt that the Budget Committee recommend the Communications Radio Dispatching System Capital Reserve Account and Associated Deposit Warrant Article in the amount of \$50,000. There was no discussion on the motion. The vote was 8-0-0 U/A

REPLACEMENT OF THE ROOFTOP HEATING AND COOLING CONTROL SYSTEM UNIT #4 ON THE PUBLIC SAFETY COMPLEX

Article P-15-XX: Shall the Town vote to raise and appropriate the sum of \$15,000 for the replacement of the heating and cooling system for Unit #4 on the roof of the Safety Complex?

(Recommended by the Board of Selectmen (5-0-0) and the Budget Committee (0-0-0). This expense is in the 2014-2019 Capital Improvement Program as approved by the Planning Board.)

[Intent: To replace an existing Safety Complex heating and cooling component that is at the end of its serviceable life. This is the last unit that is part of the Johnson Control System which is failing. This unit was replaced in 1997 and generally has a life expectancy of 18-20 years. This will support the continued use of the Public Safety Complex as the new Fire Department Headquarters.]

D. Nifakos moved, second by T. Holt that the Budget Committee recommend the Replacement of the Rooftop Heating and Cooling Control System Unit #4 on the Public Safety Complex Warrant Article in the amount of \$15,000. There was no discussion on the motion. The vote was 8-0-0 U/A

REPLACEMENT OF BUILDING DEPARTMENT INSPECTIONS TRUCK

Article P-15-XX: Shall the Town vote to raise and appropriate the sum of \$27,000 to replace the Building Department's 2005 Inspection Truck?

(Recommended by the Board of Selectmen (3-2-0) and the Budget Committee (0-0-0). This expense is in the 2014-2019 Capital Improvement Program as approved by the Planning Board.)

[Intent: To replace the Building Inspector's truck that is utilized for Building Inspections and Code Enforcement issues in Town. ~The current vehicle is a 2005 Ford F-150 with 88,952 miles that is showing signs of wear and tear.~ As the vehicle is also utilized to travel to Concord several times a month, its dependability is more and more in question.~ ~Approximately 10,000 miles put on annually. ~The Town would likely transfer the existing 2005 truck to the Town's

Maintenance Department to be utilized around town for routine maintenance on various Town properties.]

D. Nifakos asked the reason for the BOS split vote of 3-2-0.

J. Sherman explained that some members of the BOS didn't think that a truck was necessary and felt that a car would get better gas mileage. He added it wasn't that they were against replacing the current truck; the concern was over what kind of replacement vehicle was purchased.

D. Gerns moved, second by T. Holt that the Budget Committee recommend the Replacement of the Building Department Inspections Truck Warrant Article in the amount of \$27,000. There was no discussion on the motion. The vote was 6-2-0 (Heffernan and Paone dissenting).

DESIGN REPLACEMENT FOR THE WESTVILLE ROAD BRIDGE

Article P-15-XX: Shall the Town vote to raise and appropriate the sum of \$140,000 for the Design Engineering Phase Study for the replacement of the Westville Road Bridge over the Little River Bridge No. 122/072, a Town owned and maintained bridge? This is a non-lapsing appropriation per RSA 32:7, VI.

(Recommended by the Board of Selectmen (4-1-0) and the Budget Committee (0-0-0). This expense is in the 2014-2019 Capital Improvement Program as approved by the Planning Board.)

[Intent: The Town needs to complete an engineering study phase for the replacement of the Westville Road Bridge over the Little River, including the possible realignment of this stretch of Westville Road.]

It was noted the words "FOR THE" were missing in the title of this Warrant Article.

D. Heffernan moved, second by J. Paone that the Budget Committee recommend the Design Replacement for the Westville Road Bridge Warrant Article in the amount of \$140,000. There was no discussion on the motion. The vote was 8-0-0 U/A

There was discussion regarding the intent statement. It was offered that the intent statement that was used for the Garden Road Bridge Warrant Article a few years ago will be reviewed and used as a guideline to update this intent statement.

M. Sumner questioned the reason for the 4-1-0 BOS split vote.

J. Sherman explained that one of the BOS members expressed that the Warrant Article could wait another year.

REPLACEMENT OF CABLE DEPARTMENT PLAYBACK/MESSAGE BOARD SERVER

Article P-15-XX: Shall the Town raise and appropriate the sum of \$40,000 to purchase a new playback/message server? The new server would provide future HD capabilities, and accept files in the modern media formats currently in use. We would be able to accept MPEG4 / H.264 files.~ Currently, all videos being posted on Vimeo and Channels 17/23 have to be encoded twice --in different formats.~ By having this equipment in place, we would be better prepared for when Comcast allows us the ability to broadcast in HD.~ Additionally, the program scheduling~utility is far more powerful and allows us much more flexibility with the scheduling of shows on both channels.

Recommended by the Board of Selectmen (5-0-0) and the Budget Committee (0-0-0). This expense is in the 2014-2019 Capital Improvement Program as approved by the Planning Board.

[Intent: To replace the current server which will be obsolete from a functionality standpoint and would be an upgrade to the message board system currently in place. This upgrade would offer several benefits not currently realized by our 2008 Nexus equipment currently in use: flexibility of scheduling slides and short videos; ability to post "live" data, unattended,~from various sources~(Weather info, twitter feeds, etc); separate schedules for each channel; easily delegate slide posting to various departments (Police/Fire, Library, Rec., etc); easily post emergency information while continuing regular~rotation of slides. (See T.E.N. / Channel 6 as an example)]

D. Nifakos moved, second by D. Gerns that the Budget Committee recommend the Replacement of Cable Department Playback/Message Board Server Warrant Article in the amount of \$40,000. There was no discussion on the motion. The vote was 8-0-0 U/A

PROFESSIONAL BANKING AND BROKERAGE ASSISTANCE

Article P-15-XX: 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 funds income. No vote by the town to rescind such authority shall occur within five years of the original adoption of this article.

This warrant article enables the Town of Plaistow's Trustees of Trust Funds to engage an investment advisor to invest the town's capital reserve funds to maximize the return of interest rates. This article also enables the trustees to pay for the investment services out of the income generated from the Town's capital reserve funds. The town does not need to appropriate any investment management fees as part of these services in the annual Town Budget. The capital reserve fund interest would generate the funds that would pay the service fees.

Recommended by the Board of Selectmen (3-2-0).

[Intent: The Trustees of Trust Funds wish to bring the Plaistow trust funds and capital reserve funds into the 21st Century and begin to earn modest returns, rather than lose purchasing power to inflation every year. Trustees of Trust Funds unanimously have voted to support this warrant article to manage these funds to obtain a fair and prudent return for the Town.]

The Professional Banking and Brokerage Assistance Warrant Article was provided to the Budget Committee as a courtesy. There is no recommendation of the Committee sought.

RAIL STUDY SPECIAL MEETING

Article P-15-XX: Shall the Town vote to raise and appropriate up to the sum of \$3,000. For the purpose of allowing the Board of Selectmen to call a Special Town Meeting within 4 months of acceptance of the commuter rail study to allow the citizens of

Plaistow to vote in favor or against the potential extension of MBTA commuter rail service (Including a train station and layover facility) from Haverhill, MA to Plaistow, NH?

Recommended by the Board of Selectmen (4-0-0) and the Budget Committee (0-0-0).

[Intent: To fund a Special Town Meeting to allow the citizens of Plaistow to vote in favor of or against the potential extension of the rail service into Plaistow.]

J. Paone questioned why the vote for the MBTA station wasn't just on this Warrant instead of a vote to hold a Special Town Meeting.

J. Sherman explained that the final version of the rail study would not be ready in time for it to be on this Warrant. He added that there are some things that are suggesting that even once the final study is ready it will not be adequate from the perspective of environmental issues; property acquisition and cost issues, among other things.

S. Fitzgerald added that it's a \$670,000 study and it makes sense that review of that study be included in the information process.

J. Sherman reiterated that there are concerns that the study may be incomplete and the BOS would like a chance to review it before it is accepted. He added that this project has been approved all the way up to the Governor's Office. J. Sherman noted that the Governor has been a good friend to Plaistow and it wouldn't be good for the Town's reputation to decide up or down on that project without even waiting for the review of the final study. He added that he didn't think that the study was going to change a lot of people's opinions, but the study was commissioned and should be adequately reviewed.

D. Heffernan noted that the Warrant Article does not force the BOS to post the Special Town Meeting.

J. Sherman responded that other words such as "direct" were considered, as well as different time frames for the Special Town Meeting to be held. It was decided to go with "allow" to make sure the study is complete when it is accepted by the BOS. He added that there was also other wording discussed for the intent statement.

M. Sumner noted that intent statements weren't included until Plaistow became an SB2 Town.

There was a discussion of other language that was considered for the intent statement.

J. Sherman noted that it was his personal opinion that the entire town gets to vote on this item no matter what the BOS felt about it. He added that a majority of the BOS did not want to have a Special Town Meeting unless the BOS was in favor of the project.

It was noted that the BOS would be re-voting on this proposed Warrant Article because of all the changes.

D. Gerns moved, second by T. Holt that the Budget Committee recommend the Rail Study Special Meeting Article in the amount of \$3,000. There was no discussion on the motion. The vote was 5-3-0 (Fowler, Paone and Heffernan dissenting).

D. Heffernan offered that he voted not to recommend this Warrant Article because give the BOS the opportunity whether or not to have the Special Town Meeting.

OFFICE MANAGER FOR FIRE DEPARTMENT

Article P-15-XX: Shall the Town vote to establish the position within the Fire department of Office Manager and to raise and appropriate the sum of \$49,798 to fund this position. The sum represents the cost of wages and associated rollup costs (taxes, insurance and retirement). With an anticipated hiring date in May, this represents eight months of funding for the new position. If established, future funding will be contained in the Fire Department's operating budget.

Recommended by the Board of Selectmen (4-0-1) and the Budget Committee (0-0-0).

[Intent: The Fire Department does not have any administrative staff. The functions typically assigned to an administration are completed by the Fire Chief. These include, but are not limited to tracking of payroll (call and fulltime staff), managing and coordinating the department's specific software for tracking incidents, training, inspections and maintenance, accounting (invoice processing), general filing and distribution of department correspondence/document/plans etc. in addition to preparing and tracking any grants applied for and approved. Over the last several years, the time allotted to these tasks have steadily increased and detract from the Chief's primary function of managing activities of the department.]

J. Paone moved, second by T. Holt that the Budget Committee recommend the Office Manager for Fire Department Warrant Article in the amount of \$49,798. There was no discussion on the motion. The vote was 7-0-1(Nifakos dissenting).

M. Sumner reminded that the Public Hearing is set for January 13, 2015 at 7:00 p.m. The Committee will be meeting at 6:30 to discuss any changes and if necessary take new votes on whether or not to recommend.

S. Fitzgerald offered that he hopes to have one more Warrant Article to present to the Committee regarding a Collective Bargaining Agreement (CBA) with Town Hall employees.

Committee Reports

There were no committee reports for this meeting

New Business

J. Sherman noted that the BOS have agreed to meet with a representative from the School Board regarding the issue of how the towns are assessed for the Timberlane Regional School District.

There was a discussion of the issue of shifting costs from a per student enrollment basis to an equalized property value basis. There was discussion of the process required to change the Articles of Agreement between the four towns in the Timberlane School District.

There was discussion of an issue with Sandown North and the lack of sprinklers, which were cut when the school was built. The enrollment of the school will be changing with the closing of another Sandown School and students being relocated to Sandown North, which may now mandate a need for the sprinklers.

There was discussion of how capital expenses are paid for in the School District and whether or not money was being put into a capital reserve account or coming from a surplus account. Each of these have different requirements for when and how funds can be spent out of the account..

S. Fitzgerald offered that it makes more sense that a town should be apportioned by the number of students that are attending the school. If a town makes the decision regarding the quality of life they offer by including or not allowing commercial development in their community, other towns should not be forced to pay for that town's luxury.

D. Gerns asked if the vote to change the Articles of Agreement required a simple majority or a 2/3 vote to pass.

J. Sherman responded that it was a 2/3 vote that was needed.

Old Business

There was no old business discussed at this meeting.

The meeting was adjourned at 8:06 p.m.

Respectfully Submitted:

Dee Voss
Recording Secretary