

TOWN OF SEABROOK

SELECTMEN'S BUDGET WORKSESSION

OCTOBER 18, 2012

Present: Brendan Kelly
Aboul B. Khan
Edward J. Hess, Jr.
Joseph Titone

10:00AM

Chairman Kelly opened the meeting at 10:08AM.

FIRE DEPARTMENT - 230

Chief Everett Strangman was present for this budget.

Line 140 - overtime was discussed. The actual expenditures for 2010 and 2011 were over \$450K so it made sense to increase this line item for actual money spent. Chief Strangman said he has 2 employees that are out on workers compensation so the overtime is higher.

There was discussion on the health insurance cost and savings and why the savings is not as much as previously indicated.

Line 434 - gas pumps maintenance was discussed and why it is in the fire department budget and not in the Town Manager's budget. Mr. Khan said he would like to see it in another budget for next year.

Line 670 - books & subscriptions - was explained what this line is used for.

Line 740 - new equipment is mostly for the gas pumps. The purchases of new hoses are from this line and they are very expensive.

Line 432 - vehicle maintenance increased and is due primarily to the age and mileage of the vehicles. The vehicles are very old and labor is very expensive. Chief Strangman said they have an employee who does the mechanic work but he has been with the Town a lot of years and when he leaves it is going to cost the Town a lot more money.

Line 813 - fire alarm system - Chief Strangman explained when a company is hooked up to the municipal system they charge fees but that money goes into the general fund so it doesn't show in this budget. This line item is basically a wash.

Line 294 - auto allowance is for personal vehicle use of the Fire Chief and Deputy Fire Chief at \$400/month.

Mr. Khan feels as though lines 670 and 432 could be reduced.

Line 814 - regional hazmat rescue team line is for dues in order to be a member. Chief Strangman explained what it is and when it is used.

Line 740 - new equipment line could be reduced. Mr. Kelly said in 2010 and 2011 they spent over the \$10K.

Mr. Kelly made a recommendation to cut line 432 - vehicle maintenance to \$6500 and line 670 - books & subscriptions to \$2000.

MOTION: Brendan Kelly To move reducing line
 Second: Aboul B. Khan 432 to \$6500 and line
 Abstain: Edward J. Hess, Jr. 670 to \$2000.

MOTION: Brendan Kelly To move budget of
 Second: Aboul B. Khan \$2,963,915.00 for the
 Unanimous fire department.

FIRE HIRE - 231

Chief Everett Strangman was present for this budget.

Mr. Hess said he is going to recuse himself for the remaining fire budgets.

Chief Strangman explained what this account is used for and said it is mostly the power plant training. This training is reimbursed to the Town.

MOTION: Aboul B. Khan To move budget of
 Second: Brendan Kelly \$12,434.00 for fire
 hire.

FIRE STATION - 235

Chief Everett Strangman was present for this budget. He said this budget is level funded with minor changes in some of the line items to shift money where it is actually spent from.

Line 638 - natural gas - Mr. Khan asked if it could be reduced by \$2000 where the actual spending is \$16K. Mr. Kelly recommending cutting by \$1500.

MOTION: Aboul B. Khan To reduce line 638 to
 Second: Brendan Kelly \$17,250.00.

MOTION: Aboul B. Khan To move budget of

Second: Brendan Kelly \$48,202.00 for fire station.

REVOLVING ACCOUNT

Chief Everett Strangman was present for his budget. He explained how the account was created in order to bill for ambulance calls. He said the funds are used to purchase a new ambulance with no cost to the taxpayers. The sale of the old ambulance went back to the revolving account and was \$13K. As of today there is over \$419K in this account.

MOTION: Aboul B. Khan To move the expenses of
Second: Brendan Kelly \$274,956.00 for the revolving account.

There was discussion on how it is determined when an ambulance is needed and if the Town should have a policy.

MOTION: Brendan Kelly To move the revenues of
Second: Aboul B. Khan \$275K for the revolving account.

REVENUES

Chief Everett Strangman was present for this budget.

Fire Department Revenues - Mr. Khan said he would like the Chief to look into the cost of doing business for the larger businesses in town.

MOTION: Brendan Kelly To move the revenues of
Second: Aboul B. Khan \$3500 for the fire department.

Fire Hire - this account is for details and is mostly the power plant which includes a 25% up charge for administrative costs.

MOTION: Aboul B. Khan To move the revenues of
Second: Brendan Kelly \$16,273 for fire hire.

WARRANT ARTICLES

The fire department has two articles for 2013 one for the exhaust system at the fire station and one for SCBA. Chief Strangman explained the article for the exhaust system which is to take the diesel fumes out of the building when the vehicles are running and this article is for \$90K. The SCBA is for \$150K and it may need to be done in two warrant articles. He explained what the exhaust system could do to the employees and why it is critical that they need this.

Mr. Hess asked if Chief Strangman could look into a grant and if no grant then utilize the funds from the warrant article. He believes the company that we would use would also help write the grant.

MOTION: Brendan Kelly To approve the warrant
Second: Aboul B. Khan article for the exhaust
Unanimous system for \$90K.

MOTION: Brendan Kelly To approve the warrant
Second: Aboul B. Khan for SCBA for \$150K.
Unanimous

The Board of Selectmen recessed this meeting at 11:58AM.
The Board of Selectmen reconvened at 1:40PM.

WELFARE ADMINISTRATION - 470

Bonnie Armentrout was present for this budget.

Ms. Armentrout said she is requesting an increase to line 740 - new equipment to \$200 for a new locking file cabinet.

Line 390 - other professional services was discussed but there is no history as to what this is used for.

MOTION: Brendan Kelly To increase line 740 to
Second: Aboul B. Khan \$200.
Unanimous

MOTION: Brendan Kelly To reduce line 390 to
Second: Edward J. Hess, Jr. \$0.
Unanimous

Ms. Armentrout said to date she has assisted 167 residents. She doesn't have a number for the residents who are ineligible.

MOTION: Edward J. Hess, Jr. To move the budget at
Second: Aboul B. Khan \$86,774.00 for welfare
Unanimous administration.

WELFARE DEPARTMENT - 471

Bonnie Armentrout was present for this budget. She said she level funded this budget and is comfortable with the numbers.

Mr. Khan questioned line 811 - prescription drugs as the actual expenditure is on about \$800 and the request is for \$5K.

Line 410 - electricity was discussed for a possible reduction due to the history of actual expenditures.

Line 852 - funerals were discussed and the Board of Selectmen feels this should be increased by \$1000 due to the actual expenditures.

MOTION: Brendan Kelly To reduce line 410 to
Second: Aboul B. Khan \$8K.
Unanimous

MOTION: Brendan Kelly To reduce line 811 to
Second: Edward J. Hess, Jr. \$2K.
Unanimous

MOTION: Brendan Kelly To increase line 852 to
Second: Edward J. Hess, Jr. \$7K.
Unanimous

MOTION: Brendan Kelly To move budget at
Second: Aboul B. Khan \$102,950 for welfare
Unanimous department.

REVENUES

Bonnie Armentrout was present for this budget. She explained how the revenues come in and when they are received.

MOTION: Brendan Kelly To move the revenues at
Second: Aboul B. Khan \$1500 for welfare.
Unanimous

TREASURER - 131

Oliver Carter was present for this budget. Mr. Carter said he level funded this budget.

MOTION: Aboul B. Khan To move the budget at
Second: Edward J. Hess, Jr. \$22,280 for treasurer.
Unanimous

REVENUES

Oliver Carter was present for this budget.

MOTION: Aboul B. Khan To move the revenues at
Second: Edward J. Hess, Jr. \$107K for dog racing
Unanimous permit fees.

MOTION: Aboul B. Khan To move the revenues at
Second: Edward J. Hess, Jr. \$13K for interest on

Unanimous

deposits.

There was discussion on having a line of credit for 2012 as we did in 2011.

COMPUTER TECHNOLOGY - 180

Brian Murphy was present for this budget. He explained what has been upgraded within the system and what still needs to be done.

Mr. Khan said that since the budget and position was created this budget has been increased to over \$210K when it originally started out at only \$78K in 2010. Mr. Titone commented that if the voters don't understand and approve this budget it leaves the Town vulnerable.

There was discussion on the line items and if any reductions could be made. Mr. Murphy said that line 342 - programmers/tech advisors is a safety net in case he is out of work and not available this would allow us to get someone in to do the work.

MOTION: Brendan Kelly To reduce line 342 to
Second: Aboul B. Khan \$0.
Unanimous

Mr. Murphy said that line 344 - hosted services could be reduced by \$156 for Globat who hosts our email services and that is no longer needed.

Line 510 - other contract services was discussed. The Town has 80 printers to maintain. There was discussion to minimize the number of printers.

Mr. Khan asked Mr. Murphy to bring a proposal on managing the printers in his monthly report to the Board of Selectmen

There was discussion on the new equipment and what is essential for 2013 and what could be eliminated. There was discussion on purchasing new computers.

MOTION: Brendan Kelly To reduce line 740 to
Second: Aboul B. Khan \$38K.
Unanimous

MOTION: Brendan Kelly To reduce line 344 by
Second: Edward J. Hess, Jr. \$156.
Unanimous

MOTION: Brendan Kelly To reduce line 645 to

Second: Edward J. Hess, Jr. \$400.
Unanimous

MOTION: Edward J. Hess, Jr. To move budget at
Second: Aboul B. Khan \$184,663 for computer
Unanimous technology.

The Board of Selectmen re-opened the 120 Town Manager's budget to discuss an increase of \$10K. After discussion the Board of Selectmen opted to not increase by the \$10K.

Mr. Khan mentioned the human service agencies and said the Town has been very generous in their support. He is requesting that if an agency is requesting \$10K or greater that they have a stand-alone article.

The Board of Selectmen recessed the meeting at 3:55PM.
Minutes taken by Kelly J. O'Connor

Approved and endorsed

Edward J. Hess, Jr., Clerk

Date: _____