

NEWINGTON BUDGET COMMITTEE

MEETING MINUTES FEBRUARY 8, 2003

Present: Budget Committee Members (BUDCOM)
Alfred Smith (Chairman), Dennis Acton, Kay Akerley, Leslie Brock, Laura Coleman, Wil Gilbert, Gail Pare, Terri Spinney, Richard Spinney, Richard Sullivan
Board of Selectmen Representative, Janice Stuart

The Budget Committee Chairman Smith called the meeting to order at 1:05 p.m. The purpose of the meeting was to review the budget of the Newington General Government.

Gail Pare made a motion to accept the minutes of the meeting held on February 5, 2003; seconded by Terri Spinney. Wil Gilbert noted that in the past the minutes included what budget committee members were absent from the meetings. He requested that the minutes of February 5th be amended to include this. Leslie Brock noted that on page 2 of the minutes James Katkin is called the Superintendent of the School District, Mr. Katkin is the Business Administrator of the School District. She requested that this also be changed. The motion was amended to include the changes. Motion carried with none opposed.

Selectman Jan Stuart asked Chairman Smith if the Selectman could present a revised budget because of three changes that were made since the budget was sent to the budget committee. The changes were on line item 220 which was miscalculated, and has been increased by \$1,171.15. Line item 557 for the Newington Neighbor was added, for an increase of \$1,000. Also, Line 690 Hydrant Rentals was moved to Land Management #4522 from Executive Office #4130. Chairman Smith accepted the revised budget.

Laura Coleman made a motion to accept the General Government budget in the amount of \$1,214,925.82; motion seconded by Wil Gilbert.

Laura Coleman asked if the Capital Reserve numbers have always been included in the General Government Budget. Chairman Smith stated that they should not be in the general budget because Warrant Articles must be voted on separately. A motion to amend the original motion on the General Government budget to the amount of \$1,072,925.82 was made by Wil Gilbert; motion seconded by Laura Coleman.

4130 EXECUTIVE OFFICE

Kay Akerley asked if line 100, Salaries, is for stipends. Selectman Stuart referred to a hand-out showing the break down of the stipends included on line 100. Chairman Smith reviewed the hand-out and noted that the only increase is for the Treasurer of \$1,000.

Wil Gilbert asked why all the insurances and FICA decreased this year. AA Cynthia Gillespie stated that last year the custodian and the planner were included in these lines, this year they have been moved into their own departments.

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Kay Akerley asked why Computer Support, line 442 increased from \$10,500 to \$12,232. Selectman Stuart explained that this year the Town needs to purchase two new printers. Terri Spinney asked if printer purchases should be under equipment purchases, not under support. Selectman Jack O'Reilly stated that anything pertaining to computers including software and hardware has always been budgeted in this line. Chairman Smith stated his research indicates that historically all software; hardware and support have come under this line. Chairman Smith recommended that the line title be changed to Computer Expense.

Laura Coleman asked about line 110, Wages. Jan Stuart explained that line 110 is the Administrative Assistant's salary at \$41,000, which includes the 2.5% COLA and the Receptionist wages of \$17,000 per year. Terri Spinney asked how many hours the receptionist is budgeted for this year versus last year. Jan Stuart stated that the budget is based on 30 hours per week this year. The receptionist worked 15 hours a week last year. Laura Coleman asked if 30 hours is considered full time. Selectman Stuart stated that 35 hours is considered full time, with benefits. Terri Spinney asked if the receptionist received the COLA. Selectman Stuart stated that she had not, because she is a part time employee.

Laura Coleman noted that the receptionist is making \$11.00 per hour and asked if she was hired at \$12.50. Jack O'Reilly stated that an old bookkeeper was making \$15.00 an hour and last year the Town hired a temporary person at \$10.00 per hour, so when the Town decided to hire a receptionist the selectmen averaged the two wages together to come up with the \$12.50 figure. However, the current receptionist was hired at \$12.00. Terri Spinney asked why the receptionist was hired at \$12.00 and then took a cut in pay to \$11.00 per hour. Selectman Stuart stated that the Receptionist wanted more hours and in order to justify the hours the Selectman and the Receptionist agreed to less money per hour. This agreement gave the receptionist more money bottom line. Terri Spinney stated that the employee should not be penalized because the Town needed the employee for more hours. Selectman Iocovozzi stated that this was the agreement and both parties are happy with it. Selectman Stuart stated that she does not know of any problems with the arrangement. Laura Coleman stated that the problem is coverage of the Town office first thing in the morning and late in the afternoon, there is only one person in the office. A lot of times there is too much business for one person to handle alone. She stressed that there should be two full time people in the Town office. She added that there needs to be provisions for times when one person is out sick or goes on vacation. Chairman Smith stated that if this agreement was negotiated between the parties involved, than there is nothing that the budget committee can do about it because it is a personnel matter. Laura Coleman asked when budgeting this line had there had been any consideration for bonuses. She pointed out that in the last six months there has been a tremendous amount of work done by the people in the office. There has been the conversion of the General Ledger system to the State of New Hampshire numbering system. Payroll is now being done in-house and all departments are now on a purchase order system. Chairman Smith stated that this is where merit increases should come in. He said that when a person performs at a level that is beyond what is routinely and normally expected than a merit raise should come into play. He stated that a merit raise is separate from any other raises, such as COLAs and Step increases. Selectman O'Reilly stated that when deciding on the COLA this year the Selectman felt that because the Administrative

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Assistant had only been with the Town three months; she should not get the COLA. However, because she was doing such a good job the Selectman decided that she deserved the COLA.

Chairman Smith asked if the increase to the Town Report was due to an increase in the costs from the printer. Selectman Stuart stated that this year the books will be bound, which increased the cost.

Dennis Acton asked for the reasoning behind the support of the Newington Neighbor. Chairman Smith explained that the March issue is the Town Meeting issue of the Newington Neighbor and that it is distributed to all households in Newington regardless if they have a subscription or not. In that issue there are letters from people that are running for office, copies of the Warrant and other items that are important Town issues. The \$1,000 is to off-set the cost of the March issue, because it is a great service for the Town. Dennis Acton asked if the Newington Neighbor is a non-profit entity. Chairman Smith stated that it was not. Richard Sullivan commented that if it wasn't for the Newington Neighbor the average citizen would not know about the Town's current issues.

Chairman Smith asked for an explanation of line 560, Dues and Subscriptions. Selectman Stuart referred the Chairman to a detailed printout of the account. He noted the largest items as BOCA International for \$120.00 and FPA for \$135.00 both are for Code Enforcement rules and regulations. Business Management System for \$300.00 is for the manual for registrations on vehicles. Kay Akerley asked if the Town paid for the Building Inspectors licenses. Selectman Stuart said that it was part of the Fees to BOCA and FPA.

Chairman Smith asked why there is a decrease to the Vehicle Maintenance, line 660. Selectman O'Reilly stated that the Selectman hope to purchase a new Town truck and plow to replace the one that Dick Rines is currently using. Chairman Smith asked the age of the truck. Selectman O'Reilly indicated that the truck is about 20 years old.

Selectman Stuart stated that Equipment Purchases, line 740 will be used for the purchase of more file cabinets in the vault.

4140 ELECTION, REG & VITAL STATISTICS

Chairman Smith asked about the increase in the amount spend on line 600, Marriage Licenses. Selectman Stuart explained that the year before last the payment to the State was overlooked, so last year the Town had to make up for the mistake. This year the expense should be covered by the \$500 that is appropriated.

4150-04 TAX COLLECTOR/TOWN CLERK

Chairman Smith noted that the positions of Town Clerk and Tax Collector have been combined. He asked which part of the \$17,000 on line 100 is for Town Clerk. The Town Clerk position is govern by a Warrant Article and can only be changed by the submission of a Warrant Article at Town

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Meeting. Selectman O'Reilly stated that the Town Clerk is \$14,000 and the Tax Collector is \$3,000.

4150-05 FINANCE AND ASSESSING

Laura Coleman asked why there is an increase on line 301, Audit Expense. She said that the three years of the contract were supposed to be \$5,965, \$6,290 and \$6,500. The expenditures have been close to \$8,000. AA Gillespie explained that a lot of times Auditing Firms will give a basic contract for the annual audit and charge extra for additional training and support. AA Gillespie went on to say that when she first started with Newington, she made several calls to the auditors for information and help. Chairman Smith stated that this is called a Cost-Plus Contract.

Laura Coleman stated that she has a real problem with appropriating another \$60,000 to line 312, Assessing Services. She indicated that two years of budgeting \$60,000 each to that account paid for an \$115,000 vacation for a past Administrative Assistant. She pointed out that during that time only \$5,000 of the appropriation was spent on actual assessing services. She stressed the need for justification of the request of another \$60,000, when there is also another \$74,000 in the Capital Reserve Account for the Revaluation. Selectman Iocovozzi explained that the Revaluation and Assessing are two separate issues. Selectman O'Reilly said that assessing is set-up under three separate contracts, residential, commercial, and the Power Plant. He went on to say that the Town has only paid on two of those contracts. The Selectmen are holding off paying on the third one and because of legal reasons he could not explain further. He explained that the assessing process has become quite complicated. Because of new State laws, the Town must hire an assessor and an overseer to the assessor, than the State oversees the overseer. The State of New Hampshire requires all towns to be reevaluated every five years. Chairman Smith stated that every town must be at 100% value for the new State Certification Program. Selectmen Iocovozzi stated that currently the Towns assessing group is in the Town office once a week, keeping up with any abatements, new construction and general changes. Chairman Smith asked how many assessments have been done since 1999. He pointed out that since 1999 the Town has appropriated \$60,000 to this line item, which equals \$240,000. He stated that in the past no one has come up with a justification for this appropriation. Laura Coleman stated that the Town spent \$36,000 on legitimate items last year. Selectmen Iocovozzi stated that the \$60,000 is just a budgeted number, because the Selectmen do not have a crystal ball as to what expenses will be incurred in the next year. Chairman Smith stated that the Selectmen need to be more honest up front and not ask for double what is needed. He said that every year the \$60,000 is thrown into appropriations, it goes to the tax rate and the governing body is asking the people of Newington to pay for nothing. He added that this request through the history of its expenditures is not supported. Selectman Iocovozzi said that the Selectmen are being honest and that anything that is not spent on legitimate assessing expenses goes back to the General Fund. Laura Coleman said that in fairness, she admits that she has a personal problem with this account because she was the person that had to research the problems during the embezzlement. Also, she does realize that the revaluation has been up in the air the last couple of years and has not been completed as yet. Kay Akerley stated that the problem seems to be keeping track of the money not the appropriation itself. Laura Coleman stated that was in the past. Selectman O'Reilly explained that there have been numerous court hearings on the power plant exemptions that

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required the assessing company to testify on behalf of the Town. Currently there are other companies in Town looking for major abatements. The Town has to pay the assessing company to go to court and testify. The assessing company and the Town's attorneys work together on these issues. Chairman Smith directed the Committee to move off this item because it was argumentative and there is no resolution.

4153 LEGAL

Chairman Smith noted the decrease in appropriation to the Coalition. Selectman O'Reilly gave a brief update as to the status of the Coalition fight. Selectmen O'Reilly and Iocovozzi attended a Coalition meeting earlier in the week.

4194 TOWN BUILDINGS

Chairman Smith asked if the Selectmen have prepared a comprehensive plan for the maintenance on the Town owned buildings. Gail Pare asked if the Town has set up any Capital Reserve accounts for the maintenance and repair to the buildings that the Town is currently using. Selectman Iocovozzi stated that the Selectman have discussed the maintenance issues a number of times. However, because of all the unexpected problems over the last year they have not developed a formal plan for the buildings. He recognizes that there is a need to address these issues. Selectman O'Reilly stated that when he is working on the budget he looks to the bottom line. He said that he knows of Town's people that can not pay their taxes and as long as the Town has to send 2.3 million dollars to the State, he can not justify putting money in Capital Reserve accounts for all the buildings. Chairman Smith said that he appreciates what Selectman O'Reilly is trying to do with the bottom line however, there comes a point when preventive maintenance costs less than reactive cures. Selectman Stuart stated that the Town's Building Inspector, Charles Smart is currently investigating, inspecting and putting together a list of what the buildings need.

Kay Akerley asked what the \$3,000 for the Library maintenance and repairs will be spent on. Gail Pare said that there are some electrical things that need to be done. Also, there seems to be a problem with the back corner near the vault and water getting into the basement near the bulkhead.

Selectman O'Reilly stated that the \$7,000 for the Meeting House is because the two sides that need painting have to be hand scraped. A commit was made that the steeple roof had not been done yet either.

Selectman Stuart mentions that the repairs for the Fire Station where not done last year because the money was spent on the boiler at the Town Hall.

Chairman Smith asked if the \$5,000 for the Stone School is enough money to make the building usable. Selectman Iocovozzi stated that the Town needs to have an engineering plan before any work can be done to the building. Terri Spinney asked if the Selectman had any idea what it will cost to do the work that will bring the building to a point where it could be used or are the Selectman only looking at the total cost of all work on the building. Selectman Iocovozzi said that

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it would cost about \$5,000 to do the work required for just the safety issues. However, now there is an issue with the Insurance Company and a liability issue. In order to satisfy the Insurance Company, the Town must bring the building up to code in order to use it. The Board of Selectman are currently working with the Fire Chief and the Building Inspector to address the issues on this building. Chairman Smith asked, "Having a listing of what is wrong and having a list of what is needed to make that building functional and usable, is the amount of money on line 430, of \$5,000 the amount needed to do that?" Selectman Stuart and O'Reilly both stated it was not. Selectman Iocovozzi stated that without engineering it is impossible to know how much the repairs will cost or even what needs to be done. Kay Akerley asked if that was what the Building Inspector's job was. Budget committee member, Richard Sullivan stated that the Town would be wise to hire an outside consultant to draw up the specifications because of the liability involved. Selectman O'Reilly also reminded the Committee, ultimately any work that is done to the building, has to be approved by SHPO (State Historic Preservation Office). He said that by the time the Town gets the engineering, the specifications, and the State approvals the year will have gone by, so the \$5,000 will be used for just engineering this year.

4197 REGIONAL ASSOCIATIONS

Chairman Smith asked why there was no appropriation request for the 4-H. Selectman Stuart stated that the Selectmen felt that the \$1,000 that is normally given to the 4-H should be put into the Recreation Budget in the Youth Activities line, that way more children can benefit from the money. The Selectmen feel that \$1,000 is too much for just the 4 to 5 children in 4-H. Laura Coleman asked who will be responsible for the money if it is put into the Recreation Budget. Selectman Iocovozzi stated that it will be up to the Recreation Committee what the money is spent on, but with the Boards approval. Richard Sullivan pointed that the \$1,000 is not yet in the Recreation Budget. Selectman O'Reilly said that the Selectmen were planning to ask for that amount to be put in the Recreation Budget next week at the Public Hearing. Chairman Smith stated that the Budget Committee has always recommended that the money be put under Regional Associations and not buried someplace else in the budget. The 4-H has always been a very community orientated organization. It has prided itself with its community service over the years. Wil Gilbert read from the letter that was sent to the Selectmen requesting the donation from the Town for 2003. The letter stated that the Foxes 4-H Club of Newington received special recognition in 2002, at the Rockingham County 4-H Recognition Awards ceremony for engaging others in Town in volunteer, community activities. Chairman Smith suggested that there is enough money in this budget that without adding to the bottom line the Selectman can find \$1,000 to donate to the 4-H. Kay Akerley said that the Budget Committee should just put the money into the budget.

4240 CODE ENFORCEMENT

Kay Akerley asked why the Code Enforcement Salary line is increased 7%. Selectman Stuart explained that it is for more hours. The Building Inspector is now working 35 hours a week. Kay asked if it included the COLA, Selectman O'Reilly stated that it did not. Laura Coleman asked how much per hour the Building Inspector made. Selectman Stuart said he makes \$20.00 per hour. Laura Coleman stated that the budget number does not figure out right. Selectman O'Reilly stated

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that some of the Building Inspectors salary is charge to the Planning Board's Engineering line. Laura Coleman stated that she felt it was stupid to be fighting over \$5,000 for three exceptional employees when over 80% of the Police Department Budget is salaries. She went on to say that she was interested in getting some longevity and eliminating some of the turn over that has been happening in the Town Hall in the last five years.

Kay Akerley asked how line 120, Stipends got over spent. Selectman O'Reilly said that there was a mistake in the budget last year. Each of the inspectors where paid \$2,500 last year. This year they will be receiving \$3,000 each. Kay Akerley asked what line 390, Contracted Services was. AA Gillespie explained that Contracted Services is used when the Code Enforcement Officer has to call in an outside expert. However, the cost is passed on to the business or resident that owns the property involved, so this line is covered by fees that are collected.

4290 EMERGENCY MANAGEMENT

Chairman Smith asked why there is a decrease in Emergency Management. Selectman O'Reilly said that there are less things going on this year. Chairman Smith asked if the Town still operates emergency management with Fire and Police as Co-Managers. Selectman O'Reilly confirmed. Terri Spinney asked how much the off-setting Grant is. Selectman Stuart said about 50%.

4323 TRANSFER STATION – COLLECTION

Chairman Smith commented that the attendant salary was increased because the Town is now opening the Transfer Station more Saturdays. Selectman O'Reilly confirmed. Selectman Iocovozzi stated that having the Transfer Station open more is better than having to pick up road side. Chairman Smith asked what Contracted Services was. Selectman O'Reilly said it's for the companies that haul the trash containers away and chipping fees. Leslie Brock asked about Hazardous Waste Collection. Selectman Iocovozzi stated that the Town joined a program with the City of Portsmouth.

4414 PEST CONTROL

Mike Morrison from Municipal Pest Control spoke to the committee. He stated that he had found a new species of mosquito in Newington, in a tire, on River Road. This species has been in the Northeast for about three years. He stressed that the Town's people need to be aware of the proper disposal of old tires. Also the problem exists in rain gutters, so he stressed cleaning out rain gutters. Selectman O'Reilly asked if Municipal Pest Control has any type of brochure that the Town could send out to its residences. Mike said that they did and that he would get some for the Town to mail out.

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4522 LAND MANAGEMENT

Chairman Smith asked if the Selectman had a contract for Grounds Keeping. Selectman O'Reilly said that Fabyan Point Grounds Care has given the Town a two year contract. AA Gillespie presented the Contract from John Newick of Fabyan Point Grounds Care. Chairman Smith reviewed the contract. He stated that the contract is a proposed fee task of \$18,400 and labor rate for additional work of \$25.00 per man-hour. Terri Spinney pointed out that it is nice to have someone that can do the work for the amount the Town can afford and at the same time have someone that takes pride in the Town.

Leslie Brock asked about Fox Point, line 652. Selectman Stuart explained that the reason the line has decreased is because there are currently no major projects scheduled for Fox Point. However, the Selectman did budget \$2,000 in case anything comes up that requires attention. Kay Akerley asked what the \$5,666 was spent on last year. Selectman O'Reilly said that it was for the fire alarm installed at the Carriage House and the clean up after the trees fell over in the storm. Also there was work done to the bench down near the water.

4711 DEBT SERVICE

It was noted that the Vehicle Bond is now paid off.

4902 CAPITAL OUTLAY

On Line 700, Capital Outlay – Selectmen, the selectmen are requesting an \$85,000 appropriation for the purchase of a Pick up truck with plow to replace the one Dick Rines is currently using and a loader/backhoe. Selectman Stuart presented the Chairman with three quotes from local dealerships on the pick-up truck and three spec proposals on the loader. Chairman Smith said that he agreed with the purchase of the loader because the Town is depending too much on Billy Beal and his equipment. He stressed again the importance of Capital Reserve Funds for these types of expenditures.

There being no further discussion on the budget. Wil Gilbert made a motion to amend the budget to include \$1,000, on line 850, 4-H of Regional Associations. This amendment will change the bottom line of the budget to \$1,073,925.82. Seconded by Laura Coleman. Richard Sullivan said that the money should be found within the existing budget, and that the bottom line should not be increased. Chairman Smith called for a vote to amend. Those in favor-Laura Coleman, Wil Gilbert, Kay Akerley-**3 Yes**. Those opposed – Dennis Acton, Richard Sullivan, Richard Spinney, Gail Pare, Leslie Brock, Jan Stuart-**6 No**. Motion did not carry.

Chairman Smith called of a vote to accept the General Government Budget in the amount of \$1,072,925.85. Those in favor - Laura Coleman, Kay Akerley, Leslie Brock, Jan Stuart, Dennis Acton, Richard Sullivan, Richard Spinney -**7 Yes**. Those opposed – Wil Gilbert. (Terri Spinney had left the meeting.) Motion carried.

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WARRANT ARTICLES

Article 4 - To see if the Town will vote to raise and appropriate the sum of Fifty Thousand Dollars (450,000) to be placed in the existing Conservation Fund established in accordance with RSA 36-a:5 to be used for expenses associated with the purchase of conservation land and open space, easements, and other land management acquisitions.

Gail Pare voted to recommend Article Four. Seconded by Jan Stuart.

Discussion:

Chairman Smith said that he understood this article to be only for the surveys, legal and other fees associated with the acquisition of the land. Not the actual purchase of any property.

Selectman O'Reilly stated this article does provide for land purchase and that the RSA allows it.

Gail Pare stated that the one of the expenses of purchasing land is paying for the land. Kay Akerley stated that most Towns are recognizing that their Open Spaces and Wet Lands are disappearing.

Selectman O'Reilly stated that a lot of Towns are bonding into the millions, for this purpose.

Chairman Smith called for a vote to recommend Article Four. Motion carried none opposed

Article 5 – To see if the Town of Newington will vote to establish a Capital Reserve Fund under the provisions of RSA 35:1 for the purpose of the construction of a Recreational Pavilion at the site located on Fox Point currently known as the Mott House and to raise and appropriate the sum of Twenty Five Thousand (\$25,000) to be placed in this fund.

Laura Coleman made a motion to recommend Article Five. Seconded by Kay Akerley

Discussion:

Leslie Brock asked if the Town would be tearing down the Mott House. Selectman Stuart stated that the Mott House would be torn down. Wil Gilbert stated that the Article is for two purposes, one to raise the money and two to demolish the Mott House. He said that this Article should be amended, because the wording is not clear. Selectman O'Reilly pointed out that Article Eleven is about the same thing, which came in after the Selectman had decided on Article Five. Chairman Smith pointed out that actually Articles Five and Eleven are different in that one is to set up a Capital Reserve Fund and the other is to raise money for a straight appropriation. Also their basic philosophy is different. One is to remove the Mott House and put up a pavilion, the other is to make improvements to the Mott House so that it may be used for a three season facility. He went on to say that the Town is looking at a minimum of six to eight years for the Capital Reserve Fund.

Chairman Smith called for a vote to recommend Article Five. Motion carried none opposed.

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Article 6 –To see if the Town will vote to raise and appropriate the sum of Twenty Five Thousand (\$25,000) to be placed in the existing capital reserve fund for the revaluation of the Town.

Laura Coleman made a motion to recommend Article Six. Seconded by Richard Sullivan.

Discussion:

Laura Coleman asked about the balance already in the capital reserve. She said that with this additional appropriation will bring the total to \$100,000. Selectman Iocovozzi stated that this Capital Reserve will be around the rest of our lives because of the State Certification Program. Newington must recertify in the year 2005.

Chairman Smith called for a voted to recommend Article Six. Motion carried with two opposed.

Article 7 – To see if the Town will vote to raise and appropriate the sum of Twenty Thousand Dollars (\$20,000) to be placed in the existing Capital Reserve Fund for the replacement and/or repair of vehicles operated by the Fire Department.

Gail Pare made a motion to recommend Article Seven. Seconded by Dennis Acton.

Discussion:

Terri Spinney asked for the balance in the fund. Leslie Brock said that the balance was \$116,000, which is not enough to replace a fire truck. Chairman Smith recommended that the Board of Fire Engineers look at when the trucks will need to be replaced and possibly increase this appropriation in future years, in order to meet that timing. This appropriation will put this account at \$136,000, which is just about half what will be needed for a new ladder truck.

Chairman Smith called for a vote to recommend Article Seven. Motion carried none opposed.

Article 8 – To see if the Town will vote to raise and appropriate the sum of Twelve Thousand Dollars (\$12,000) to be placed in the existing Capital Reserve Fund for the replacement of the Town Ambulance and any major medical equipment.

Leslie Brock made a motion to recommend Article Eight. Seconded by Kay Akerley.

Discussion:

Leslie Brock stated that she understood that the box on the current ambulance is pretty much worn out. Laura Coleman asked the age of the current ambulance. Selectman O'Reilly indicated that it is about ten or eleven years old. Chairman Smith stated that the revenue that is generated by the ambulance off-sets the amount that is appropriated for this fund each year. Because of the revenue coming into the General Fund this appropriation does not affect the tax rate. Chairman Smith again recommended that the Board of Fire Engineers look at the timing issue in the replacement of the ambulance and adjust this appropriation accordantly.

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Leslie Brock asked if there is a way that the revenue from the ambulance could be placed directly into this fund. She had heard of other departments doing that. AA Gillespie said that the Town would have to set up a Special Revenue Account in order to do this. Chairman Smith said that this is all governed by the RSAs.

Chairman Smith called for a vote to recommend Article Eight. Motion carried none opposed.

Article 9 - To see if the Town will vote to raise and appropriate the sum of Ten Thousand Dollars (\$10,000) to be placed in the existing Capital Reserve Fund for Fire Department Communications.

Laura Coleman made a motion to recommend Article Nine. Seconded by Kay Akerley.

Discussion:

Laura Coleman asked what the plan is with this fund. Leslie Brock stated that the whole State will eventually be converting to digital communications. However, it will probably take about seven or eight years before this happens. Laura Coleman said that she thought that it had already happen. Leslie Brock said that the police have converted but the fire has not State wide. Laura Coleman asked the projected cost. Leslie Brock said the she had heard it will be around \$200,000.

Chairman Smith called for a vote on Article Nine. Motion carried none opposed.

Chairman Smith recommended that Articles Ten through Article Fourteen be tabled until the Public Hearing until there can be research done as to the wording of these articles and also until the sponsor of the articles can be present.

Gail Pare made a motion to adjourn. Seconded by Jan Stuart.

The meeting was adjourned at 4:35 p.m.

Respectfully submitted,

Cynthia Gillespie
Administrative Assistant

