

Town of Newington, NH  
Budget Committee Meeting Minutes  
Wednesday, January 9, 2019 Town Hall

Chair John Lamson called the meeting to order at 6:59pm

**Present:** John Lamson, Chair, Brandon Arsenault, Vice-Chair, Sandra Sweeney, Jamie Belanger, Katherine Latchaw, Mike Marconi-Selectmen's Rep.; Jack O'Reilly School Board rep.; Ted Connors, Chair, Board of Selectmen; Ken Latchaw, Selectman; John Klanchesser, Fire Engineer; Denis Messier, Sewer Plant Manager; Skip Cole, Sewer Commissioner; Denis Hebert, Planning Board Chair; Lulu Pickering, HDC Chair; Ann Hebert, Martha Roy, Town Administrator and Eleanor Boy, Recorder.

**S. Sweeney moved to approve the minutes of January 3rd, 2019. J. Belanger seconded the motion; J. O'Reilly abstained, with all others in favor.**

**Historic District Commission Budget Review:**

J. Lamson asked for a motion to approve the HDC budget of \$4,800.

**J. Belanger moved to tentatively approve the HDC budget of \$4,800. J. O'Reilly seconded the motion.**

Lulu Pickering presented the HDC budget to the committee. L. Pickering explained that the original budget was for \$10,000, but the Selectmen moved \$6,000 for tree work into the Land Management budget. L. Pickering told the committee that the HDC has found two contractors that were recommended by the DOT, to work on restoring the cannons. J. Lamson explained that the cannons are actually owned by the federal government.

**J. Lamson called for a vote on the Historic District Committee budget of \$4,800. All were in favor.**

**Sewer Department Budget Review:**

**J. Belanger moved to tentatively approve the Sewer budget of \$1,403,862. S. Sweeney seconded the motion.**

The upgrade to the Sewer plant was completed in December 2017. The first payment for the loan was made in 2018. The committee asked if the payment could be broken out in the budget to show the interest and principle. The

interest rate is 2.67% for the life of the loan. B. Arsenault asked how the sewer rates compare to other town's rates. D. Messier explained that you would have to compare the rates to another town with the same number of users and the same type of treatment. D. Messier explained that Newington has 70 users in the industrial section of town. B. Arsenault wanted to make sure that the sewer rates wouldn't deter businesses from coming to Newington. The nitrogen rate is about 5. This summer it was down below 3.

**J. Lamson called for a vote on the Sewer Department budget of \$1,403,862. All were in favor.**

**Sewer Warrant Articles Review:**

**S. Sweeney moved to tentatively approve the Forcemain Bond Warrant Article for \$1,000,000. J. O'Reilly seconded the motion.**

This is a State Revolving Loan Fund (SRF) for 20 years at 2.67% for the replacement of a forcemain pipe that will go from Woodbury Ave, to behind Tycom. A deduction of \$150,000 will be taken through the 20 years.

**J. Lamson called for a vote on the Forcemain Bond Warrant Article for \$1,000,000. All were in favor.**

**J. Belanger moved to tentatively approve the Wastewater Asset Management Plan Bond Warrant Article for \$30,000. B. Arsenault seconded the motion.**

**J. Lamson called for a vote on the Wastewater Asset Management Plan Bond Warrant Article for \$30,000. All were in favor.**

**Economic Development Committee Budget Review:**

**J. O'Reilly moved to tentatively approve the Economic Development Committee budget of \$22,630. Katherine Latchaw seconded the motion.**

J. O'Reilly asked why there wasn't a FICA expense line in the budget. M. Roy will add one. The consultant line in the budget is for the Town Planner, Gerry Coogan, who works with the committee at the same rate as the planner. B. Arsenault, who is the chair of the EDC, explained the broker mixes the committee puts on twice a year. The Committee invited seacoast commercial and industrial real estate brokers to a reception to learn about Newington's development process and available properties in town. Discussion ensued about the type of businesses that the committee is looking for and the status of retail and the Fox Run Mall.

The EDC has a schedule of “business visitations”. Ted Connors, Gerry Coogan and Martha Roy have done visitation in 2018. 99% of the feedback has been positive.

**J. Lamson called for a vote on the Economic Development Committee Budget of \$22,630. All were in favor.**

**Planning Board Budget Review:**

**S. Sweeney moved to tentatively approve the Planning Board budget of \$142,022. J. O’Reilly seconded the motion.**

Denis Hebert presented the budget to the committee. The Selectmen reduced the Planning Board legal expense line from \$25,000 to \$20,000. D. Hebert explained that he was not in favor of that cut and asked that the legal expense line be restored to the original amount of \$25,000. D. Hebert pointed out that most of the legal expenses are repaid to the town by the developers.

**S. Sweeney moved to increase the Planning Board budget to \$147,022. J. O’Reilly seconded the motion, M. Marconi opposed, with all others in favor.**

**Town Clerk/Tax Collector Budget Review:**

**J. O’Reilly moved to tentatively approve the Town Clerk/Tax Collector budget of \$63,029. J. Belanger seconded the motion.**

Laura Coleman presented the budget to the committee. The committee discussed the Town Clerk/Tax Collector salary survey. The survey shows that other Town Clerks (in comparable towns) are at a higher rate than Newington. L. Coleman is asking for her salary to be increased to \$38,000. Motor vehicle registrations are only 1/3 of her duties.

**J. O’Reilly moved to approve the Town Clerk/Tax Collector budget of \$63,029 for 2019, contingent upon the Selectmen looking at the Town Clerk’s salary again in 2020 for an additional increase. J. Belanger seconded the motion with all in favor.**

**Capital Outlay Budget Review:**

**IT Two Year Plan-Town Hall-**M. Roy explained that the Town Hall’s capital outlay budget of \$20,000 is for an upgrade to the server, firewall and other hardware and software. J. Belanger asked why the Town is replacing the server and not upgrading to a “cloud” system. The server will have to be replaced in

another 5 years. M. Roy explained that the Selectmen had appointed an IT committee of IT experts and this is what the committee recommended. The upgrade would be \$20,000 in 2019 and \$20,000 in 2020.

**Assessing Software Upgrade**-The Assessing Department also has a capital outlay budget line for new Assessing software (Vision) for \$20,000. This is a program that Corcoran Consulting works with in other towns they service. They recommended it.

**Coakley Projects**-Discussion ensued about the Coakley Projects Capital Outlay budget line of \$34,446. M. Roy explained that this amount is different than the Coakley loans. This amount is for fees assessed to Newington for the Coakley landfill clean up.

**J. O'Reilly moved to table the Capital Outlay budget until the next budget meeting when the Police and Fire will also present their Capital Outlay requests. B. Arsenault seconded the motion with all in favor. J. Lamson reminded the committee that only the Police and Fire Department's Capital Outlay accounts will be discussed at the next meeting.**

The committee would like a list of all the Police vehicles before the next meeting. M. Roy will provide it to the committee.

**Severance Trust Fund Warrant Article:** M. Roy explained that the committee had originally approved the Severance warrant article for \$10,000. however, after completing an analysis of potential exposure, the Finance Director has recommended that the amount be increased to \$30,000.

**J. O'Reilly moved to increase the Severance Trust Fund Warrant Article from \$10,000 to \$30,000. S. Sweeney seconded the motion with all in favor.**

**M. Marconi moved to adjourn at 9:09pm. J. O'Reilly seconded the motion with all in favor.**

**Respectfully submitted,**

**Eleanor Boy  
Recorder**