

PELHAM BUDGET COMMITTEE
THURSDAY, SEPTEMBER 24, 2007
MINUTES
APPROVED

ATTENDANCE: John Lavallee, Dennis Viger, Ed Gleason, Larry Hall, Greg Farris, Marti Lowe, Joe Puddister, Eleanor Burton, Dan Guimond, Phil McColgan, Bob Sherman, Doug Viger (BOS Rep.)

EXCUSED: Ed Gleason

ALSO IN ATTENDANCE: Janet Gallant, Sue Hovling, Paul Gagnon, Jeff Gowan, Richard Jensen

AGENDA: Sr. Citizens, Conservation, Planning Dept., Cemetery

ACTION:

1. Actual cost of insurance for fireworks \$800.00 ✓
2. % of how much collected tax revenue to date
3. Citizens Bank fee for security portfolio held by Cemetery and Library Trustees
4. Revisit mortgage searches – mortgage liens next year
5. **Cable** - Identify increase of insurance cost from 2nd and 3rd year
6. **Cable** - Number of subscribers by household
7. **Library** - Average expense for equipment repairs for last 5 years
8. **Library** - Verify under Technology Plan that money was allocated for Wireless Internet System
9. **Library** Revenues – any unreportable income for last 3 years
10. **Library** - Computers – is funding part of Technology Plan
11. **Library** - Breakdown of cost of adult books ✓
12. Length of time and rate borrowed on TAN - 1.8 million at 4.75% for 45 days ✓
13. TAN Expense - \$11,400.00 ✓
14. Sr. Citizen – emailing prescriptions – check to see if possible
15. Town - total outstanding bond issues
16. School – total outstanding bond issues
17. Cemetery – copies of back-up for computerized Mapping request
18. New salaries page - Cemetery

OPENING REMARKS: Mr. Lavallee acknowledged the passing of Joyce Mason, a valued and prominent citizen of Pelham whose many years of loyal and dedicated service to the Town will be missed. Condolences to the family.

<u>Sr. Citizens</u>	<u>2007 Operating Budget</u>	<u>2008 BOS Approved</u>
	68,060.00	73,719.00

Increase in salaries of 3,921.00. Bus Driver 3% cost of living. Sr. Citizen Facility Manager, contractual. Took nutrition out this year. We cannot afford to run the program. There is no profit. Nutrition program running at a loss. \$9,000 revenue loss to the Town.

Supplies – same as last year
Telephone – 576.00 increase
Gas/Oil – 825.00 increase. Diesel Fuel will be adjusted for all departments.
Equipment Repairs – 1500.00 same as last year
Equipment Rentals – 180.00 increase
Expenses – 157.00 increase

CONSERVATION

2007 Operating Budget
8,298.00

2008 BOS Approval
8,237.00

Salaries - increase of 89.00. 3% increase

Supplies – same as last year

Expenses – 1200.00 for Postage and printing Wetland Brochure. Probably 5000 copies. Next year will be the last year for Wetlands Study expenditure (4 year process)

1.6 million remains in warrant article for land purchase. This year only purchased (1) parcel (39 acres).

CEMETERY

2007 Operating Budget
119,659.00

2008 Dept. Request
134,918.00

\$32,000 revenue as of September

Salaries - 78,270.00

82,780.63

Part-time laborers – 6% increase for the past two years.

Part-Time Laborer (1/31-3/31/08) Dept. Request - 3,847.18

Part-Time Laborer (4/31-12/31/08) Dept. Request – 16,844.45

New line – Recording Secretary – required by RSA to have minutes

Overtime – estimate for Saturday burials

Supplies 10,787.00

12,887.00

Requesting Computer, table,& Chair.

Telephone 720.00

1,440.00

Internet connection at 720.00. In anticipation of computer purchase.

Gas/Oil 4,310.00

4,367.00

All rates will be adjusted throughout the departments

Equipment Repairs 4,450.00

4,600.00

Town Building repairs – 2,000.00 for new roof. Question was asked if this would be part of the Town Buildings Budget. Janet informed the committee, there is a ticket process available to all departments when requesting any repair. Selectmen's office did not receive a request from the Cemetery Dept.

Equipment Rentals – 108.00 increase

New Equipment 1,375.00

10,288.00

Computerized Mapping request for 9,888.00. This program will allow to keep a back-up disc at Town Hall of all burial lots.

Expenses 13,525.00

14,112.00

Cemetery Drainage (Engineering) at 9,000.00

Miscellaneous 450.00

450.00

Dues and Seminars

<u>PLANNING</u>	<u>2007 Operating Budget</u>	<u>2008 BOS Approval</u>
	265,372.00	269,364.00

Salaries	204,694.00	217,626.00
----------	------------	------------

12,932.00 increase. All contractual accept 3% increase for part-time personnel.

Supplies – 138.00 reduction

Telephone – same as last year at 950.00

Gasoline – 471.00 increase. Code Enforcement Vehicle, based on actual mileage. Question raised about how many calls and what record or method of tracking.

Equipment Repairs – same as last year at 2,26.00

Equipment Rentals – 480.00 same as last year

Expenses – 227.00 increase

Miscellaneous –	20,000.00	10,500.00
-----------------	-----------	-----------

2,500.00 NRPC Project Assistance w/Capital Improvement Planning Update.

MINUTES REVIEW:

September 17, 2007 – Motion (Sherman/Burton) to approve the minutes of September 17, 2007 as written was approved. Doug Viger abstained.

September 20, 2007 – Motion (Guimond/McColgan) to approve the minutes of September 20, 2007 as amended was approved. Bob Sherman abstained.

Adjournment: Motion (Sherman/Doug Viger) to adjourn at 10:05 p.m.

Respectfully submitted,

/s/ Marti Lowe, Secretary