

Auburn Budget Committee Meeting  
October 27, 2015  
Auburn Town Hall

Members Present: Peter Miles, Bert Ouellette, David Wesche, Paula Marzloff, Dan Carpenter, Alan Villeneuve and James Headd

Members Absent: Mary Beth Lufkin

Others Present: Tina Andrade, Animal Control Officer Jarlene Cornett, Finance Director Adele Frisella and Town Administrator Bill Herman

Meeting called to order at 7:04 pm

***Election of Officers***

**Alan Villeneuve moved to name Peter Miles Chairman of the Budget Committee. Seconded by David Wesche. There were no other nominations. A vote was taken; all were in favor, the motion carried unanimously.**

**Alan Villeneuve moved to name Mary Beth Lufkin as Vice Chairman of the Budget Committee. Seconded by Bert Ouellette. There were no other nominations. A vote was taken; all were in favor, the motion carried unanimously.**

***Animal Control Officer***

***Animal Control***

Requesting \$2,990, a reduction of \$50 from 2016. Year to date expended \$1,845.17

Animal Control Officer Jarlene Cornett reported she has been able to reduce the cost of boarding in recent years as she has worked with the Town Clerk to get lost and stray dogs back to their owners quicker. She noted the "Animal Control Miscellaneous" line is used for clothing and equipment, food for caught animals, and detailing of personal vehicle used for animal control activities. The communications line covers a Town-issued cell phone for this position.

**Alan Villeneuve moved to approve Animal Control Officer at \$2,990, seconded by Paula Marzloff. A vote was taken; all were in favor, the motion carried unanimously.**

### ***Expectations for FY 2017 Budget***

Before proceeding, Peter Miles asked the Town Administrator if there were any items or issues of note in the 2017 budget process. Bill Herman indicated that most department budgets submitted to the Selectmen to date had shown slight reductions, but the Board was still early in the process. He indicated some changes or requests that he anticipated included how the utilities (i.e. – heat, electricity and telephone) was budgeted; that an additional full-time police officer would likely be requested by the police department; the Town and School District were looking at the potential of a shared property maintenance effort; and with the sale of the former fire & police station on Raymond Road, he anticipated the Board of Selectmen may propose the building of a garage / storage building on the Safety Complex property to address needs of the Police Department, Town Hall and Parks & Recreation. For this effort, he anticipated a request to utilize the \$141,000 proceeds from the sale of the fire station to be put towards this project.

Mr. Herman also reported the Town's tax rate for 2016 had been set by the NH Department of Revenue Administration at \$20.25, which was a 46-cent reduction from 2015. He indicated the reduction was based in part on a \$10 million increase in overall assessed valuation; increased revenues from several sources, and generally level-funded or reduced budget appropriations.

Dan Carpenter asked Paula Marzloff how the Capital Improvement Plan was progressing. She reported that material coming back to the Planning Board from the Town departments and contractor had been late in coming, and it had been difficult to schedule meetings for the project. She hoped it would be finished before the end of the year.

Peter Miles asked Alan Villeneuve if the School Board would be prepared to present their budget as normal on the first Saturday in December, which is December 3<sup>rd</sup>. He indicated they would be.

Bert Ouellette asked if the school improvement project would be brought back to the voters in 2017. Alan Villeneuve reported the School Board and its Master Planning Committee had been receiving input from the public, and they had requested options and cost effects from their design team if they pared down portions of the project. The School Board is receiving cost affects and final numbers, but have not made a determination yet what they will propose moving forward. He noted that last year's bond rate came in at 2.86%, which was significantly lower than the 4.1% rate estimated.

### ***Health Agencies and Hospitals***

Bill Herman provided the Committee with the various requests received by the Town from seven different social service and health agencies. This included Visiting Nurse

Association, \$2,500; CASA, \$500; Red Cross, \$500; Child and Family Services, \$500; Home Health & Hospice Care, \$1,000; Lamprey Health Care, \$500; and Meals on Wheels, \$1,300 for a total of \$6,800.

He reported when the Board of Selectmen considered the requests, they decided to fund all agencies provided for in the 2016 Town budget. The Selectmen's recommendation for funding is the following: Visiting Nurse Association, \$2,500; Child and Family Services, \$500; Home Health & Hospice Care, \$1,000; Lamprey Health Care, \$500; and Meals on Wheels, \$1,300 for a total of \$5,800.

Tina Andrade, Director of Development for the Home Health & Hospice Care addressed the Committee in support of the Board of Selectmen's recommendation for funding of their agency. She outlined the services her agency provided to Auburn residents in FY 2016, which included 516 visits to Auburn residents including 304 RN visits, 69 visits by Licensed Nursing Assistants, 123 Therapy visits, 19 visits by a Medical Social Worker and 1 visit by their physician. They cared for 28 Auburn residents in their homes.

Alan Villeneuve indicated he felt the Home Health & Hospice Care organization provided a terrific service, but he felt donations of this nature should be a personal act and not a government act. He noted his sentiments were in general for all of the social service agencies and not for or against any individual one. Ms. Andrade noted that support for such agencies saves municipalities' money to the extent if individuals were not able to maintain themselves in their homes, the municipalities would be covering in some fashion the cost for medical centers & facilities.

David Wesche indicated his agreement with Alan, and felt it was up to individual households to make decisions about what charitable activities they would support. Dan Carpenter indicated he felt \$5,800 was a pittance for these agencies in comparison to the total Town budget.

**Dan Carpenter moved to approve Health Agencies and Hospitals at \$5,800, seconded by Paula Marzloff. A vote was taken: Voting Yes were Dan, Bert, Paula and Jim; Voting No was David and Alan. The motion carried.**

### ***Direct Assistance***

#### *Public Assistance*

Requesting \$15,000, a reduction of \$5,000 from 2016. Year to date expended \$6,151.55

Finance Director Adele Frisella reported that Welfare Officer Kate Lafond had, year to date, four applicants for assistance and three qualified. The assistance provided was mainly rental assistance. There is an expectation there will be more applications moving into the winter months, particularly for heating assistance.

**Alan Villeneuve moved to approve Public Assistance at \$15,000, seconded by Paula Marzloff. A vote was taken; all were in favor, the motion carried unanimously.**

Dan Carpenter noted he would like to see the Board of Selectmen not pay unrelated expenses out of accounts that have fund balances, like Direct Assistance. He preferred to have an accurate trail of expenses from appropriate accounts, which would result in some overages and other remaining under budget. He felt this would help future Budget Committee's in reviewing Town expenses.

Paula Marzloff recused herself from consideration of the Health Officer budget.

### ***Health Administration***

#### *Health Officer*

Requesting \$450, level funded from 2016. Year to date expended \$122.28.

**Alan Villeneuve moved to approve Health Administration at \$450, seconded by Bert Ouellette. A vote was taken; all were in favor, the motion carried unanimously.**

Paula Marzloff returned to the Committee to consider other budget requests.

### ***Intergovernmental Welfare Payments***

Adele Frisella provided the Committee with the funding request from the Rockingham County Community Action Program for \$4,471, which has been level funded for years. She also pointed to the program statistics provided which indicates they provided service to 235 Auburn households at a total value of \$118,735.

**Alan Villeneuve moved to approve Intergovernmental Welfare Payments at \$4,471, seconded by David Wesche. A vote was taken; all were in favor, the motion carried.**

### ***Legal Expenditures***

#### *Legal Expenditures*

Requesting \$50,000, a decrease of \$10,000 from 2016. Year to date expended \$12,060.65

### *Labor Relations*

Requesting \$7,000, an increase of \$2,000 from 2016. Year to date expended \$2,710.35

Bill Herman explained that combined, the two accounts were decreased by \$8,000. In the area of general representation, the Town has one legal case pending concerning the assessment of property values for electric utilities. He also indicated the Police Commissioners had been considering adding a line within the Police budget for legal expenditures, but the Board of Selectmen had agreed to fund those expenses as appropriate through the Selectmen's Office as opposed to adding an additional line in another department.

For Labor Relations, he does not anticipate the current collective bargaining agreement will be re-opened in 2017, but it was possible. There was an anticipation of an unfair labor practice grievance being filed, which would require work in front of the Public Employee Labor Relations Board.

Paula Marzloff indicated she was in agreement with the Selectmen's decision of not establishing a new line item in another budget for legal expenditures. She felt it leads to an additional budget line always requiring some funding, and things could be better managed in the proposed manner.

**David Wesche moved to approve Legal Expenditures at \$50,000 and Labor Relations at \$7,000, seconded by Alan Villeneuve. A vote was taken; all were in favor, the motion carried.**

### ***Solid Waste***

Bill Herman provided the Committee with the funding request for solid waste which includes \$6,500 for hazardous waste inclusive of an annual Household Hazardous Waste Collection event with Raymond and Nottingham; an E-Waste Collection Day, and a paper "Shred Day". Also budgeted is \$4,500 for ongoing monitoring and water sampling at the closed landfill property and \$500 for a container for roadside pickup kept at the Highway Garage. The total budget amount is \$11,500.

**Alan Villeneuve moved to approve Solid Waste at \$11,500, seconded by David Wesche. A vote was taken; all were in favor, the motion carried.**

### ***Minutes***

***Alan Villeneuve moved to approve the minutes of January 14, 2016, seconded by Bert Ouellette. A vote was taken; all were in favor, the motion carried unanimously.***

### ***Adjourn***

Peter Miles moved to adjourn the meeting at 8:10 PM. Seconded by Bert Ouellette. A vote was taken; all were in agreement, the motion carried unanimously.

The meeting adjourned at 8:10 PM.