

**TOWN OF KINGSTON, NEW HAMPSHIRE
MUNICIPAL BUDGET COMMITTEE
ORGANIZATIONAL MEETING
December 6, 2015
DRAFT MINUTES**

1. CALL TO ORDER/ POSTINGS

Chair Lynn Gainty called the meeting to order at 4:05 PM

2. ATTENDANCE

Present:

Lynn Gainty, Ed Conant, Mary Fidler, Carol Croteau, Carla Crane, Sandy Seaman, Peter Broderick (Board of Selectmen Representative), Gary Finerty, Stanley Shalett, and Rick Edelman.

Absent: Larry Heath, Judy Oljey and Mike Morris.

3. OLD BUSINESS

Calendar- Lynn Gainty noted that the only change made to the calendar had been for that night's meeting, 12/6/15 to 4:00PM.

Liaison- New Liaison list was distributed with the changes made at a prior meeting showing department heads contact information.

4. APPROVAL OF MINUTES

11/15/15- There was an error with the distribution of the notes. The email did not contain all of the pages so the members were unable to vote on the approval. It was agreed to hold the vote for the next meeting on January 9, 2016 at 9:00 AM.

11/22/15- Sandy Seaman made a motion to approve the minutes from November 22, 2015. Carol Croteau 2nd the motion. 7 in Favor. No Opposed votes. 3 Abstained votes. Motion Carried.

5. NEW BUSINESS

Chair recognizes Peter Broderick

4:11 Recreation, Paul Butler:

Budget was read line by line by Peter Broderick, notes made by Peter unless otherwise noted.

Sports Team- increased to \$1500 for t-shirts

Peter Broderick reminded the group that there are several items that are reimbursed from revenue earned from programs that are offered.
Total: \$81,202.00 with revenues approximately \$51,218.00
Lynn Gainty noted that Equipment and Supplies were over budget in 2015. Paul stated t-shirts were bought using that line item. Lynn recommended leaving \$1,500.00 under supplies for the t-shirts since that is what the line is for.
Lynn noted that the supplier of the fireworks has had his licensing issues resolved and that he will be all set to continue sponsoring and putting on the fireworks at Kingston Days in 2016.
Summer Camp Bus- Over budget in 2015. 2 busses are sometimes used to support the increase in the number of children attending.
Summer Camp- Also over budget. Both revenue producing to offset.
Lynn asked if the Field Trip line needs to be increased since it was over budget in 2015.
It was noted that 148 kids were signed up and that the price had been increased to \$100/ week
Lynn asked if the Compliance training was helping, if it was extended for the year and if the funds were expended. Paul stated that it is contracted through next year.
ACTION ITEM: Check with Cindy in Finance Dept at town hall to see if the finds have been expended or if they will be encumbered.
Lynn Gainty asked if the major increase of \$73,000.00 to \$81,000.00 is salaries. Peter stated that it is and noted that it includes the staff's yearly wage increases. Carla Crane asked about staffing. Paul responded that there is a staff of 10.
ACTION ITEM: Estimate of enrollment increases over the last 3 years.
Peter noted that the new fees will be \$90.00 for Kingston residents and \$100.00 for non- residents.
Rick Edelman asked if Compliance Training would go over budget. Lynn noted it included lifeguard training. Peter stated that they are contracted for \$1500.00 for 3 years.

Mark Heitz joined the meeting at 4:25

4:26 Social Services:

Budget was read line by line by Carla Crane, notes made by Carla unless otherwise noted.
Drugs are Dangerous- \$3,500.00
Family Mediation- \$7,930.00
Lamprey Healthcare- \$3,235.00
Sad Café- \$0
Meals on Wheels- increase to \$3,000.00 from \$2,932.00
2 Warrant Articles for Vic Geary and CASA expected this year for groups entering in their 3rd year for submitting Articles. It was explained that the practice is for the group to become part of the budget after 3 years of approved Warrant Articles so long as there is a request submitted yearly.

88 Ed Conant made a motion to take the CASA representative out of order for a
89 presentation to the KMBC. Gary Finerty 2nd the motion. All in Favor. No Opposed.
90 No Abstained. Motion Carried. Mark Heitz agreed.

91 Carl Diaz presented information and statistics on CASA:

- 92 • 15 cases from Kingston
- 93 • Substance abuse and CASA case statistics
- 94 • Abuse or neglect cases
- 95 • 75% CASA volunteers are female, looking for male volunteers to advocate

96
97 **Budgets were read line by line in order unless noted. If no changes or**
98 **discussion was made, they are not noted in the following:**
99

100 **4:31 Board of Selectmen, Mark Heitz:**

101 Budget was read line by line by Mark Heitz, notes made by Mark unless otherwise
102 noted.

103 Salaries- increase includes Pay for Performance for 2015

104 Ads- overspent mostly due to ads regarding Warrant Articles. He added that they
105 do not intend to overspend next year.

106 Gary asked why training is only budgeted for \$50.00, noting the value of training.
107 Mark stated that there is much training offered through the state at no cost. He
108 stated that the budgeted amount is not a reflection of the training being done.
109

110 **4:47 4140, Mark Heitz:**

111 Several increases due to 4 elections in 2016

112 Lynn asked why supplies were \$2,000.00 in 2015. It was determined that was
113 incorrect information due to a typo on the handout.

114 Total: Increase from \$12,151.00 in 2015 to \$17,700.00 at a 46% increase due to the
115 number of elections.
116

117 **4:52 4150, Mark Heitz:**

118 Ed Conant stated that the Actuals from prior years has not been close to the
119 budgeted amount. Mark stated that there have been changed in usage, noting the
120 usage of one firm vs 2 but stated that the Board of Selectmen would be
121 comfortable lowering the amount to \$20,000.00.
122

123 **4:57 4155, Mark Heitz:**

124 Includes FICA increases for all employees. Mark explained how the Board of
125 Selectmen has been researching options to lower the Town's costs for insurance.
126 Carla Crane asked where the firefighters' disability insurance was expended from
127 in 2015. Mark stated that it was believed to be expended from Personal
128 Administrative Other in 2015.
129

130 Mark explained research being done by the Board of Selectmen in order to reduce
131 electric costs within the town. He spoke of possible plan for solar panel farm at
132 the landfill which would guarantee a price per kilowatt for 20 years.
133

134 **5:20 4316 Street Lighting, Mark Heitz:**

135 Mark stated that the street lighting would not benefit from a solar farm since the
136 electricity used for the street lights is separate and does not have a meter.
137

138 **5:24 4240, Mark Heitz:**

139 Total: \$31,826.00

140 Ed Conant stated that Forms and Supplies was over budget in 2015. Mark stated
141 that he was unsure why and he would research the line item. He added that he is
142 comfortable with \$150.00.
143

144 **5:28 4323 Sanitation, Mark Heitz:**

145 Actuals: Residential \$2,689,200.00, Solid \$142,351.00 and Hazardous Waste
146 \$1,405.00 with one month left to expend

147 Mark stated that there is up to (not to exceed) 5% increase in the contract for
148 2016.
149

150 **6. Misc**

151 Mark asked if the Conservation Committee had reduced their budget by \$1000.00.
152 He explained that the Board of Selectmen had recently met with the Conservation
153 department head regarding trespassing issues. The Conservation Committee was
154 advised to keep \$1,000.00 in their budget to purchase supplies for the construction
155 of gates.
156

157 **7. Next Meeting**

158 Lynn stated the next meeting on January 9, 2016 at 9:00 AM.
159

160 **8. ADJOURNMENT**

161 Mary Fidler made a motion to adjourn. Gary Finerty 2nd the motion. All in Favor.
162 Motion Carried. Meeting Adjourned at 5:42 PM.