

**BUDGET WORK SESSION
DRAFT**

PRESENT: R. P. McDermott, Chairman; M. Kasprzak, Vice Chairwoman; C. P. Graham, Selectmen; L. Ruest, Administrative Assistant, K. Croteau, Secretary

GOVERNMENT BUILDINGS/INSURANCE

P. Robart was present to address the following changes:

Account	Line	Change
4194	430	Add an additional \$2,000 for Landscaping at the Town Hall
4194	650	Add an additional \$1,000 for grounds keeping at the Town Hall

P. Robart explained that the additions to these two line items were to cover the cost of maintenance and supplies for maintaining the Town Hall grounds. He reported that efforts to establish a volunteer group had not been successful and it was the consensus of the Town Improvement Committee to ask for funding for this purpose.

Discussion took place regarding the town-owned property at 45 Exeter Road. C. P. Graham questioned whether or not this might be a good time for the Historical Society to consider acquiring the property at 45 Exeter Road. The Board felt it would be worth discussing within the next two years provided the Historical Society was interested.

ELECTION, REGISTRATION, STATISTICS

H. Knowles noted line item changes due to three elections in 2014, training for the new Assistant Town Clerk, notary charges and additional meals associated with the elections.

H. Knowles reported that at the recent Town Clerk conference she learned that the current voting machine being used by the Town would be phased out in the upcoming years. The replacement machine under consideration costs \$7,000. She asked the Board whether funds for this should be considered through a capital reserve fund or through a warrant article. It was the consensus of the Board to consider a warrant article.

H. Knowles informed the Board that new credit card regulations require PCI compliance. The cost of PCI compliance is currently being reviewed. L. Ruest and H. Knowles to work with IT to determine cost.

FINANCIAL ADMIN/LEGAL/BOND PRINCIPAL/BOND INTEREST/INTEREST ON TAX ANTICIPATION NOTES (4155-EMPLOYEE BENEFITS REVIEWED LAST)

C. Brown reported the increase to \$10,000 in Legal, Line Item 320, was due increased legal activity. C. P. Graham asked if the Planning Board would consider \$8,000. C. Brown agreed.

L. Ruest addressed Line Item 320, Legal General, explaining this increase was due to the Utilities Companies' appeal and the possible purchase of the Carney land and potential code compliance matters.

PLANNING ZONING

C. Brown noted that the major change to the Planning Board budget was due to the requirement to update the Master Plan in accordance with the RSA.

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C. Brown reviewed other changes to mileage and fee based changes. There was a question regarding postage which L. Ruest will research.

EXECUTIVE

L. Ruest explained increases were due to salary raises provided by the pay plan and the need to hire a new Assessor in August.

Discussion took place with J. Ashak regarding the request to acquire new software for the Tax Collector's office. J. Ashak explained he had done research on a particular software system and described the benefits of that system. He noted that he has had difficulty obtaining support and required reports from the current vendor. The Board asked that he research other vendors for comparisons.

L. Ruest noted that new software is also being requested by the Building Inspector.

CEMETERIES

Newly appointed Chairman, J. Bohm presented the budget for the Cemeteries. He reported that long term maintenance and improvement would be addressed with the Capital Improvement Committee next year.

POLICE DEPARTMENT/ANIMAL CONTROL

Chief Dirsra reported that the Police Department was pleased with the prosecution services provided through the Prosecution Contract shared with Exeter and that the projected increase for Hampton Falls' share of wages was about \$1,250 for the year. What percentage of the contract cost will be applied to next years' budget is yet to be determined.

MOTION: To authorize the Police Chief to sign the 2014 Prosecution Contract with the Rockingham County Attorney's Office.

MOTION: M. KASPRZAK

SECOND: C. P. GRAHAM

UNANIMOUS

ANIMAL CONTROL is level funded.

OTHER:

L. Ruest referred the Board members to a memo from Town Counsel explaining that, pursuant to RSA231:51, the property at Map 8, Lot 73 was not owned by the town as a paper right of way had lapsed. After discussion, the Board asked that the Assessor be asked to add this information to the tax cards. L. Ruest will contact the property owners.

The meeting adjourned at 11:50 a. m.