

**TOWN OF RYE – BOARD OF SELECTMEN
BUDGET WORK SESSION
2019 BUDGETS
Wednesday, October 31, 2018
3:00 p.m.
Rye Town Hall**

Members Present: Chairman Priscilla Jenness, Vice-Chair Phil Winslow and Selectman Keriann Roman

Others Present: Town Administrator Michael Magnant and Asst. Town Administrator/Finance Director Rebecca Bergeron

3:00 p.m.

I. CALL TO ORDER

Chairman Jenness called the meeting to order at 3:16 p.m.

**II. NON-PUBLIC SESSION (1) per RSA 91-A:33, II (d) Acquisition
(2) per RSA 91-A:33, II (e) Litigation**

At 3:16 p.m., Keriann Roman made a motion to go into Non-Public Session per RSA 91-A:3 II (d) Acquisition, (e) Litigation and (I) Legal Advice. Seconded by Phil Winslow. Roll Call: Jenness – Yes, Winslow – Yes, Roman - Yes.

At 4:20 p.m., Phil Winslow made a motion to come out of Non-Public Session. Seconded by Keriann Roman Roll Call: Jenness – Yes, Winslow – Yes, Roman - Yes.

Motion by Keriann Roman to seal the minutes of the Non-Public Session for fourteen (14) days under the exception that it could render the proposed action ineffective. Seconded by Phil Winslow. All in favor.

4:30 p.m.

III. CALL TO ORDER AND PLEDGE OF ALLEGIANCE

Chairman Jenness reconvened the public meeting at 4:30 p.m. and led the Pledge of Allegiance.

IV. SELECTMEN'S 2019 BUDGET WORK SESSION

Finance Director Becky Bergeron noted that there have been changes to the legal budget for 2019. The Library Budget has also been revised to show the changes to the COLA. The Selectmen also tabled Fund 5 (Parsonage) for information on the fund balance before budgeting expenditures for the Parsonage. All department budgets now reflect the 3.4% COLA.

A. Departmental Budgets

<u>DEPARTMENT</u>	<u>LINE ITEMS</u>	<u>PROPOSED</u>	<u>ACCEPTED</u>
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Tax Collector

Donna DeCotis

<u>Tax Collector</u>	4150-14	\$ 244,440	\$ 244,440
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Highlights: Ms. DeCotis submitted an outline of the duties of the deputy town clerk. She spoke to the board about her request to increase the deputy's salary to the mid-range pay with the COLA adjustment. The increase is scheduled to begin in June; however, she is requesting that the Selectmen agree to start the increase in April if the budget is passed at town vote.

Vice-Chair Winslow noted that the current deputy has done an outstanding job in her position. Two months is a small token of the town's appreciation. He is respectful of the taxpayers and the fact they want to keep taxes down; however, to hire someone else for this position would be substantially more expensive than the two-month bump in pay.

Motion by Keriann Roman to recommend the Tax Collector Budget as presented. Seconded by Phil Winslow. Vote: 3-0

Building Inspectors

Peter Rowell &

Chuck Marsden

<u>Building Inspector</u>	4240-18	\$ 250,300	\$ 250,300
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Highlights: Mr. Rowell spoke to the board in regards to his request to change the part-time administrative assistant's position in the building department to a fulltime position. He submitted a proposed permit/application fee schedule to help cover the additional cost of benefits for the fulltime position. The fee proposal was based on research of surrounding communities.

The Selectmen reviewed the current and proposed fee schedule. They agreed the fees should be adopted as proposed and to schedule a public hearing.

Selectman Roman noted that the increase in fees is going to cover the cost of the fulltime position and then some. The position will be going from 30 to 40 hours for \$36,000. She would like to make sure that the money is well spent on that position. The Selectmen will be relying on the judgement of the building inspectors to make sure that position is managed well.

Town Administrator Magnant pointed out that there are some projects that have been on the back burner that this position could help with; such as, the data base for the pump-out ordinance and the building records. There was discussion on digitizing the building department's records.

Referring to the assistant's position, Selectman Roman stated that she is struggling with this because it is a lot of money for 10 extra hours. She would be more comfortable if the position was opened up to others to make sure that the best person is in that position.

Motion by Phil Winslow to accept the Building Inspector Budget as submitted. Seconded by Keriann Roman. Vote: 3-0

Note: *Selectman Roman left the meeting at 5:21 p.m.*

B. Library Budget

Library: 4550-58 **Revised: \$694,986**

The Selectmen reviewed the updated Library Budget to included the 3.4% COLA for wages and salaries.

Motion by Phil Winslow to recommend the Library Budget as submitted. Seconded by Priscilla Jenness. Vote: 2-0.

C. Parsonage Fund

Parsonage: Fund 5

Finance Director Becky Bergeron noted that the fund balance is \$24,257.

Motion by Phil Winslow to recommend Fund 5 as presented. Seconded by Priscilla Jenness. Vote: 2-0.

D. Warrant Articles

To be addressed at a future meeting with department heads.

V. OTHER BUSINESS

Legal: 4153-04 **Revised: \$130,000**

Town Administrator Michael Magnant stated that Attorney Donovan suggested \$130,000 for the Legal Budget. Mr. Magnant noted that the union contracts will be expiring in March of 2020 so negotiations will begin some time in 2019. This budget includes money for the contract negotiations.

Motion by Phil Winslow to recommend the Legal Budget as presented. Seconded by Priscilla Jenness. Vote: 2-0

ADJOURNMENT

Motion by Phil Winslow to adjourn at 5:38 p.m. Seconded by Priscilla Jenness. All in favor.

Respectfully Submitted,
Dyana F. Ledger