



**BUDGET COMMITTEE**  
**Town of Greenland • Greenland, NH 03840**  
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**MINUTES OF THE BUDGET COMMITTEE HEARING**

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Wednesday, January 04, 2017 – 6:30 p.m. – Town Hall Conference Room

*Members Present:* Chair Mary McDonough, Alyson Baryames, James Connelly, Sharon Hussey, Bob Krasko, Patty Porter, Kristen Syphers, Pat Walsh – School Board Rep, Paul Sanderson – Selectmen's Rep

*Members Absent:* Steve McKenzie

*Late Arrival:* Mark Connelly

*Also Present:* Karen Anderson, Town Administrator; Vaughan Morgan – Chairman, Board of Selectmen; Department Heads; Chief Laurent – Police Department; Chief Cresta – Fire Department; Paul Hayden – Property Maintenance Supervisor, Road Agent; Ann Mayer – School Board; Salvatore Petralia – Superintendent of Schools

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Chair McDonough opened the Budget Committee meeting at 6:30 p.m. A roll call was taken by the Chair; she announced a quorum was present and the meeting was being recorded.

1. Approval of Minutes: Wednesday, December 14, 2016

**MOTION:** B. Krasko moved to approve the minutes of Wednesday, December 14, 2016. Second – P. Porter; all in favor. MOTION CARRIED

Chair McDonough explained the process the final review of the budgets prior to the public hearing. During the final review of the budgets, recommendations are made by the Budget Committee. Changes can be made after the public hearing to any recommendations.

2. Final Review: Town Budget

- **Harley Rake:** The Town Administrator stated that the Harley Rake could not be borrowed through the Public Works Network; that could only be used for emergencies, preferably FEMA declared emergencies. The Harley Rake is available for rental locally; it attaches to the Town's skid-steer, and the rate is \$175 per day. The original amount submitted, \$8,500, has been removed from the proposed budget. P. Hayden stated the Harley Rake would be used three times a week. In addition to the recreation fields, it can be used at the cemetery, entrance to Maloney field, conservation land and grading the side of Town roads after the winter season. It's three tools in one, expanding the capabilities of an existing piece of equipment.

**MOTION:** B. Krasko moved to add \$8,500 back into the Town budget for the Harley Rake. Second – S. Hussey

**DISCUSSION:** There was a discussion regarding the advantages of the Harley Rake on the rec fields. P. Hayden explained that it was a rock hound, grader and rototiller all in one. Soil on the fields would not need to be replaced because it would be turned over each time it was raked. Fields are not currently being raked, but would be done three times per week if the Harley Rake is approved.

## DRAFT: SUBJECT TO CHANGE

**MOTION:** B. Krasko moved to add \$8,500 back into the Town budget for the Harley Rake. Second – S. Hussey; six in favor, two opposed, one abstain. MOTION CARRIED

- P. Walsh had requested that the Town Administrator prepare projections of expenses and revenue as well as the projected tax rate for the next three years (copy on file). Figures were based on anticipated building in Town (remainder of Bramber Valley and Seavey Way). 2018 will be a revaluation year; the budget increase for that period is based on 3%. Veterans Credits shows an increase in 2018 based on the legislative change and its anticipated adoption. The current tax rate for the Town portion is \$3.42; 2017 is projected at \$3.33. Figures include \$75,000 for warrant articles.
- The Board of Selectmen request was \$4,206,752; changes made by the Budget Committee reduced that amount to \$4,142,627. After adding the \$8,500 back into the budget, the proposed Town budget is \$4,151,127.
- Fund balance amounts expected to be allocated by the Selectmen include deposits into capital reserve funds for the Library and road improvements, and establishing new capital reserve funds for Transfer Station/Town equipment and Transfer Station compactors. The fund balance is expected to remain at \$1.3 million.
- Four-Wheeler: The Town is looking at purchasing P. Hayden's used four-wheeler for \$5,000. A. Baryames questioned the need for a \$5,000 four-wheeler. P. Hayden stated he uses the four-wheeler every day, twice a day, for maintaining the infields. He added it's needed for the power (1000 CC), and a skid-steer would tear up the fields. S. Hussey questioned how he arrived at the value of \$5,000; P. Hayden responded it was based on hours and age. P. Sanderson stated that the majority of the Selectmen agreed the four-wheeler made his ability to maintain the fields better. There are currently 670 hours on the four-wheeler.
- Warrant articles were reviewed; recommendations were not made. The Town Administrator noted that the Selectmen had not reviewed the warrant articles. The deadline for petitioned warrant articles in January 10, 2017.

The Budget Committee agreed to forward the Town budget, in the amount of \$4,151,127, to public hearing.

### 3. Final Review: School Budget

- Kindergarten: Full day kindergarten will be submitted as a warrant article, and includes staff. Approximate cost is \$119,000, which includes the removal of the mid-day bus. Further information will be available at the public hearing on Wednesday, January 11, 2017.
- Increase in Rent on SAU Building: Greenland owns the SAU building. The rent will be increased \$3,000 per year for the entire SAU. It will go into the revolving fund, increasing the amount in that fund to \$24,000 per year.
- There was a discussion regarding hiring an Assistant Business Administrator. Members of the SAU felt it was imperative to have someone in place as soon as possible. The Greenland portion will be \$41,966, or a \$.06 increase to the proposed budget. Cost is based on the size of the district; Greenland's cost is 29.01%. After a discussion of the Business Administrator's position, S. Petralia stated that the Assistant Business Administrator position would not be permanent. It was stressed

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at the SAU joint board level that this would be a transition position to learn the responsibilities by working with the Business Administrator side by side. Upon retirement of the Business Administrator, the Assistant Business Administrator would be considered for the position; the assistant position would no longer be in place. The SAU views this as a two year transition period. The hope is to have a job description ready for the joint SAU meeting in March.

- Boiler Replacement: The reserve account would be used; the balance is approximately \$172,000. P. Sanderson added that his comments were an attempt to move forward their maintenance objectives without increasing taxes. He suggested using the fund to accomplish that, the same way the Town was using the road fund. Information about a Communities Facilities Grant, through USDA, was given to P. Walsh.
- Warrant Articles: They are unaware of any petitioned warrant articles. Warrant articles to be submitted were reviewed.
- P. Sanderson noted there were no recommended changes to the School budget. He suggested being “creative” with available funds to reduce the impact on taxes. He used the example that there was approximately \$290,000 available in the Tuition Expendable Trust Fund; at the new rate, that would cover 17 students. P. Walsh responded that the Tuition Expendable Trust Fund is not only for high school tuition, but for Special Education students. P. Sanderson asked if a portion of that fund could be used to offset high school tuition. P. Walsh stated he had asked the Business Administrator to reduce the number of high school students by five, or \$82,000. He will discuss it further with the School Board at their next meeting. P. Sanderson also suggested they consider using funds from the Facilities Expendable Trust (balance of \$81,000) for maintenance objectives; P. Walsh will also discuss that with the Board. P. Sanderson stated he wasn’t attacking programs or trying to drain reserves; he was trying to reduce tax impacts.
- High school tuition options were discussed at length. Also discussed were concerns about the new principal’s salary.

#### 4. Other Business

The Budget Committee will meet after the public hearing to make their final recommendations for the Town and School.

#### 5. Adjournment

**MOTION:** B. Krasko moved to adjourn at 8:00 p.m. Second – J. Connelly; all in favor. MOTION CARRIED

NEXT MEETING
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Wednesday, January 11, 2017 – 6:30 p.m., Greenland School Multi-Purpose Room, Public Hearing

Respectfully Submitted – Charlotte Hussey, Secretary to the Boards

Approved: