

MINUTES
SELECT BOARD
TOWN OF PETERBOROUGH
 Tuesday, February 19, 2014 – 6:00pm
 1 Grove Street, Peterborough, New Hampshire

Present: Joe Byk, Barbara Miller, Liz Thomas

Leslie Lewis, Bob Lambert, Paul Sullivan, Steve Jones, Gordon Kemp, Roland Patten

Also Present: Pamela Brenner, Nancie Vaihinger, Rodney Bartlett, Nicole MacStay

Chair Byk called the meeting to order at 6:00pm.

Mr. Bartlett gave the Board and Budget Committee an update in regards to the snow removal budget. He said that they have spent \$35,000 this past week, and prior to this week had spent 415,000; diesel has been almost all expended. This is a winter that has stretched our winter maintenance budget; 2 years ago we reduced the budget by two pick-ups in the downtown area, but with this lengthy winter we are now getting a number of inquiries regarding the sidewalks and the narrowness of the roads. Any other cuts to the budget will have an effect on winter maintenance. Any funds extended now will come out of the roadway maintenance budget.

Ms. Brenner said that the crew has gone above and beyond the call of duty; she listed off the number of hours that each member of the highway crew has worked over the last two weeks, averaging around 58 hours overall. She also reviewed the four evenings in the last two weeks when the crew had to plow overnight, and worked on repairing a water main break last night. There are a number of streets that haven't been picked-up recently, and the crew plans to pick up tomorrow night.

Review of Operating Budget

Ms. Brenner and **Ms. Vaihinger** then reviewed the list of additional revenues and possible cuts to the budget that they had assembled for the Board and Committee to consider:

Revenue additions:

Fire Department – Alarms	\$1,000
Town Clerk – Motor Vehicle registrations	<u>\$10,000</u>
<i>Subtotal:</i>	<i>\$11,000</i>

Expenditure decreases:

PPACA Health Insurance Penalties	\$9,396
Financial Administration – Telephone	\$850
Records Management	\$10,000
Recreation – Wages	\$1,055
Recreation – Other Professional Services	\$1,250
Risk Management	\$2,000
Buildings & Grounds – Alarms	\$2,400
Buildings & Grounds – Protective Clothing	\$600
Emergency Management – Telephone	\$1,750
Human Services – Direct Relief	\$5,000
Fire Department – Medical Services	<u>\$2,000</u>
<i>Subtotal:</i>	<i>\$36,201</i>

Total: **\$47,301**

Motion:

Mr. Kemp made a motion to accept all recommended changes to the operating budget; Mr. Jones seconded.

Vote:

Mr. Kemp, Mr. Jones, Chair Byk, Ms. Miller, Ms. Thomas, Ms. Lewis, Mr. Lambert, Mr. Sullivan and Mr. Patten voted in favor of the motion; the motion carried.

There was a brief discussion of the Recreation Department's proposed software purchase; **Ms. Brenner** reviewed a packet of information explaining the benefits to the department and the ongoing maintenance costs.

Review of the Capital Improvements Plan

Ms. Lewis, speaking as chair of the CIP Committee, reminded the Board and Budget Committee that when something is cut from the CIP it is not done away with, it is simply moved to the future. These items do not go away, they just show up in the next year and the next year until it becomes an emergency and it either has to be bonded, or the taxpayer is forced to absorb the costs.

Ms. Brenner recommended the following cuts to the proposed FY2015 CIP expenditures:

- Reducing the Fire Department's Equipment Capital Reserve to \$50,000
- Reducing the Fire Department's Portable Radio and SCBA Cylinder replacement to \$17,500
- Removing Downtown Stormwater Separation
- Reducing Highway Vehicle, Equipment and Machinery to \$160,000
- Reducing Highway Fleet Management to \$45,000
- Removing GIS Capital Reserve
- Removing Painting of Keyes Sage House

After some discussion, the Budget Committee decided not to recommend cutting \$15,000 from the GIS Capital Reserve.

Motion:

Mr. Byk made a motion to accept the recommendations made by Ms. Brenner, less the GIS CR; **Chair Patten** seconded.

Motion to amend:

Ms. Lewis made a motion to restore the Fire Department's Equipment Capital Reserve to \$100,000; **Mr. Sullivan** seconded.

Vote on the amendment:

Ms. Lewis, Mr. Sullivan, Mr. Lambert, Mr. Jones, Mr. Kemp, Chair Patten and Ms. Thomas voted in favor of the amendment; **Chair Byk and Ms. Miller** voted in opposition; the amendment to the motion passed.

Vote on the motion as amended:

Chair Byk, Chair Patten, Ms. Lewis, Mr. Sullivan, Ms. Miller, Ms. Thomas, Mr. Lambert, Mr. Jones and Mr. Kemp voted in favor of the motion; the motion passed.

Personnel Handbook

Ms. Vaihinger explained that the employee handbooks had be updated to reflect changes to federal and state laws, as well as the policy regarding the Affordable Care Act passed by the Select Board. She also noted that two changes were made in the handbook for full-time employees which mirror the change in benefits given to the union employees in the collective bargaining agreement.

Motion:

Mr. Byk made a motion to accept the recommended changes to the personnel handbooks as recommended by **Ms. Vaihinger**; **Ms. Miller** seconded.

Vote:

Mr. Byk, Ms. Miller and **Ms. Thomas** voted in favor of the motion; the motion carried.

Review and Approval of Minutes of December 3 and December 17, 2013

Chair Byk made a motion to approve the minutes as presented; **Ms. Miller** seconded.

Vote:

Chair Byk, Ms. Miller and **Ms. Thomas** voted in favor of the motion; the motion carried.

As there was no further business, **Chair Byk** made a motion to adjourn; **Ms. Miller** seconded. All in favor, the meeting adjourned at 7:48pm.

Respectfully Submitted,
Nicole MacStay, Assistant Town Administrator

PETERBOROUGH
SELECT BOARD:

Joe Byk, Chair



Barbara A. Miller



Elizabeth M. Thomas

ACTION ITEM PENDING LIST

1.