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**MINUTES OF THE
BOARD OF SELECTMEN**

**MEETING OF
September 17, 2008**

7 The Board of Selectmen held a meeting on Wednesday, September 17, 2008, at Salem Town
8 Hall, 33 Geremonty Drive, Salem, NH.

9
10 **PRESENT:** Chairman Elizabeth A. Roth, Vice-Chairman Arthur E. Barnes Secretary Michael J.
11 Lyons, Selectman Everett P. McBride, Selectman Patrick Hargreaves and Town Manager Mr. J.
12 Sistare.

13
14 **CALL TO ORDER**

15 Chairman Roth called the meeting to order at 8:10 p.m., joined the Board in the Pledge of
16 Allegiance, and introduced members of the Board and the Town Manager

17
18 **1. Chairman Comments**

19 Chairman Roth had no comments.

20
21 **2. 2009 Budget Review (continued)**

22 Mr. Sistare handed out a list of Town recommended adjustments to the 2009 budget,
23 explaining the increase was due to the items which were pulled out of Supplemental and put
24 into the Operating budget. He then spoke about the effect these changes made to the tax rate.
25 There followed a discussion about the Board of Selectmen goal and changes in the economy
26 which would affect this.

27
28 ***Outside Human Services (page 183)***

29 In a follow up to her previous presentation, Ms. Kathy Walton, Human Services Director
30 presented more information to the Board, including statistics on the amount of services
31 Salem residents have received from agencies. She also provided information on what
32 specific services are provided by each agency.

33 *Discussion:* Members of the Board confirmed some of the service figures for the agencies.
34 Ms. Walton stated she has requested consistency in reporting, explaining some of the
35 agencies would find it difficult to change their reports. There followed a discussion on the
36 reasons why some of the service figures appear to be down for this year. In response to a
37 question from Chairman Roth, Ms. Walton stated she was not in a position to comment on
38 how cuts made by the Board to Bridges would affect how she did her job. The Board
39 discussed motions they were considering and which line items to reduce.

40
41 **MOTION:** by Selectman Hargreaves

42 ***Move to reduce the bottom line for account 60200, Outside Human Services by \$25,000 for
43 a new bottom line of \$81,750 in the 2009 Operating Budget***

44 **SECOND:** Selectman Barnes

45 *Discussion:* Selectman Hargreaves detailed amount he wished to reduce from each line item.
46 Selectman Barnes suggested reducing the bottom line by \$50,000 and appointing a

1 committee reporting to the Human Services Director to decide who should receive services.
2 In response to Selectman Lyons' question about the Texas Hold'em at the Race Track, Ms.
3 Walton stated she had received information that they have a full roster and a waitlist of 42
4 groups waiting for a place. The Board agreed they supported a reduction of \$50,000 with the
5 exception of Chairman Roth.

6
7 Chairman Roth stated she had not received enough information to convince her to cut
8 anything in this account. At her request, Ms. Walton explained about the trailer which had
9 been located at the Police Department which enabled parents with restraining orders in place
10 to have supervised visitations with their children, but that the funding for the program is no
11 longer available and the program no longer exists.

12
13 In response to a question from Selectman Hargreaves, Ms. Murray explained there were
14 several requests from agencies for payment of services which were awaiting authorization
15 and therefore not shown in the figures to date.

16
17 Selectman McBride pointed out that agencies can come before Town Meeting to request
18 additional funding from the Town, and stated he wished to amend the motion. Further
19 discussion took place and Selectman Hargreaves and Selectman Barnes withdrew their
20 motion and second.

21
22 **MOTION:** by Selectman Hargreaves

23 *Move to reduce the bottom line of account 60200, Outside Human Services by \$35,000 for*
24 *a total of \$71,750 in the 2009 Operating Budget*

25 **SECOND:** Selectman McBride

26 Mr. Sistare stated he would discuss how to implement this with Finance Department.

27 Selectman Lyons requested that the Town research immediately after Town Meeting where
28 the money from the Texas Hold'em goes in order to make better decisions regarding where
29 the Outside Human Services funds should be allocated.

30 **VOTE:** 4-1-0 (Chairman Roth opposed the motion)

31 **The motion carried.**

32
33 **MOTION:** by Selectman McBride

34 *Move to set the bottom line for account 60200, Outside Human Services at \$71,750 in the*
35 *2009 Operating Budget*

36 **SECOND:** Selectman Barnes

37 **VOTE:** 4-1-0 (Chairman Roth opposed the motion)

38 **The motion carried.**

39
40 *Human Services Administration (a/c 60100, page 178)*

41 **MOTION:** by Selectman Barnes

42 *Move to set the bottom line for account 60100, Human Services Administration at*
43 *\$137,281 in the 2009 Operating Budget*

44 **SECOND:** Selectman Lyons

45 **VOTE:** 5-0-0

46 **The motion carried unanimously.**

1 ***Direct Assistance (a/c 60110, page 181)***

2 **MOTION:** by Selectman McBride

3 ***Move to set the bottom line for account 60110, Direct Assistance at \$117,426 in the 2009***
4 ***Operating Budget***

5 **SECOND:** Selectman Barnes

6 **VOTE:** 5-0-0

7 **The motion carried unanimously.**

8
9 ***Building (a/c 60420, page 187)***

10 **MOTION:** by Selectman McBride

11 ***Move to set the bottom line for account 60420, Building at \$33,324 in the 2009 Operating***
12 ***Budget***

13 **SECOND:** Selectman Barnes

14 **VOTE:** 5-0-0

15 **The motion carried unanimously.**

16
17 **MOTION:** by Selectman McBride

18 ***Move to set the bottom line for the Human Services Department at \$359,781 in the 2009***
19 ***Operating Budget***

20 **SECOND:** Selectman Barnes

21 **VOTE:** 4-1-0 (Chairman Roth opposed the motion)

22 **The Motion carried.**

23
24 **DPW**

25 ***Animal Control (a/c 40400, page)***

26 ***Line item 4453, Meetings/Training:*** Mr. Russell explained for Selectman Hargreaves the
27 increase in this line is due to a staff member being scheduled to attend Animal Cruelty
28 Investigation training in Arizona.

29
30 **MOTION:** by Selectman McBride

31 ***Move to set the bottom line for account 40400, Animal Control at \$122,172 in the 2009***
32 ***Operating Budget***

33 **SECOND:** Selectman Barnes

34 **VOTE:** 5-0-0

35 **The motion carried unanimously.**

36
37 ***Administration (a/c 50100, page 153)***

38 **MOTION:** by Selectman Hargreaves

39 ***Move to reduce line item 4090, Regular Pay by \$2,637 for a total of \$212,412 in the 2009***
40 ***Operating Budget***

41 **SECOND: The motion failed for lack of a second.**

42
43 **MOTION:** by Selectman McBride

44 ***Move to set the bottom line for account 50100, Administration at \$371,116 in the 2009***
45 ***Operating Budget***

46 **SECOND:** Selectman Lyons

1 **VOTE:** 4-1-0 (Selectman Hargreaves opposed the motion)

2 **The motion carried.**

3
4 ***Public Works Garage (a/c 50110, page 157)***

5 **MOTION:** by Selectman McBride

6 ***Move to set the bottom line for account 50100, Garage at \$59,087 in the 2009 Operating***
7 ***Budget***

8 **SECOND:** Selectman Barnes

9 **VOTE:** 5-0-0

10 **The motion carried unanimously.**

11
12 ***Supplemental for Garage (page 2)***

13 **MOTION:** by Selectman McBride

14 ***Move to rescind the vote for the Public Works Garage in the acceptance of that 2009 item***
15 ***at \$59,089***

16 **SECOND:** Selectman Barnes

17 **VOTE:** 5-0-0

18 **The motion carried unanimously.**

19
20 **MOTION:** by Selectman McBride

21 ***Move to increase \$54,000 by line item 4498, Building Repairs for a total of \$63,640 for***
22 ***replacement of the roof***

23 **SECOND:** Selectman Barnes

24 **VOTE:** 5-0-0

25 **The motion carried unanimously.**

26 *Discussion:* It was pointed out that the new roof will assist in savings in heating costs in the
27 long term.

28
29 **MOTION:** by Selectman Hargreaves

30 ***Move to reduce line item 4498, Building Repairs by \$1,240 for a new line total of \$62,400***
31 ***for account 50110, Garage in the 2009 Operating Budget***

32 **SECOND:** Selectman McBride

33 Selectman Hargreaves explained this would remove the flag pole from the Budget.

34 **VOTE:** 5-0-0

35 **The motion carried unanimously.**

36
37 Mr. Sistare suggested the Kinsler building should be dealt with at this point.

38
39 **MOTION:** by Selectman McBride

40 ***Move to increase line item 4498, Building Repairs by \$15,000 for a new line total of***
41 ***\$77,400 for account 50110, Garage to raze the Kinsler Building***

42 **SECOND:** Selectman Hargreaves

43 Selectman McBride spoke in support of his motion.

44 *Discussion:* Mr. Russell stated would make the accommodations to have the building
45 removed. Selectman Hargreaves suggested the Fire Department should be invited to use the
46 building for training prior to it being taken down.

1 **VOTE:** 3-2-0 (Selectman Lyons and Chairman Roth opposed the motion)

2 **The motion carried.**

3
4 **MOTION:** by Selectman McBride

5 *Move to set a bottom line for account 50110, Garage at \$125,847 in the 2009 Operating*
6 *Budget*

7 **SECOND:** Selectman Lyons

8 **VOTE** 5-0-0

9 **The motion carried unanimously.**

10
11 *Fleet (a/c 50120, page 159)*

12 Selectman Barnes asked for clarification regarding the two Salter trucks being referred to in
13 the lease/purchase document and also in Capital Improvements on page 213. He also
14 questioned the need for the Vac-Jet truck, suggesting this be removed and the Salter trucks
15 moved up to next year as this would reduce the lease cost by \$30,000. He then went on to
16 explain other cuts which could be achieved in other line items, such as Vehicle Maintenance,
17 by doing this. There followed a discussion about Selectman Barnes' suggestion. Ms.
18 Savastano explained she had manipulated the replacement schedule to avoid spikes in
19 expenditure in certain years. The Board then discussed what changes they would support.

20
21 Selectman Lyons initiated a discussion regarding the policy for contracting out the culvert
22 cleaning. Chairman Roth asked Mr. Russell for his overall comments based on what had
23 been discussed and the direction the Board was taking and he pointed out the DPW vehicle
24 replacement schedule is currently behind on almost 54 out of 79 pieces of equipment. He
25 also spoke of the advantages of having the JetVac and its other uses. There followed a
26 discussion on what vehicles Mr. Russell felt were more important, and where those which
27 were delayed would be put back into vehicle replacement program. Selectman Barnes spoke
28 to Mr. Russell regarding the suggestion he had put forward to reduce the annual payoff on
29 the lease/purchase program, and there was a lengthy discussion on the options presented by
30 Board members, in an attempt to maximize savings while still being proactive.

31
32 Ms. Savastano changed the lease/purchase document as suggested, stating these changes
33 would not change the tax rate. There was further discussion about the lease price.

34
35 **MOTION:** by Selectman Barnes

36 *Move to reduce line item 4458, Vehicle Maintenance for account 50120, Fleet by \$12,523*
37 *to a total of \$98,325 in the 2009 Operating Budget*

38 **SECOND:** Selectman McBride

39 *Discussion:* Selectman Hargreaves stated he would have expected maintenance to be lower if
40 new vehicles were purchased. There followed a discussion about how Selectman Barnes
41 arrived at his figure for Vehicle Maintenance. The Finance representatives stressed they
42 should keep in mind there will be maintenance on old vehicles until new ones are purchased.
43 Selectman Hargreaves had further discussion with Mr. Russell regarding the Salter trucks to
44 be replaced and as a result of this he put forward another reduction.

1 **MOTION:** by Selectman Hargreaves

2 *Move to amend the motion on the table by reducing line item 4458, Vehicle Maintenance*
3 *by a further \$15,000 to a total of \$83,325*

4 **SECOND:** Selectman Barnes

5 Selectman Lyons called the question on the amendment.

6 **VOTE:** 3-2-0 (Selectman Lyons and Selectman McBride opposed the motion)

7 **The motion carried.**

8
9 *Discussion:* on the main motion. Mr. Sistare expressed his concern about cutting vehicle
10 maintenance and members of the Board discussed the timing of the budget in relation to
11 vehicle replacement and the amount required for maintenance of existing vehicles. At the
12 request of Chairman Roth, Selectman Barnes explained the other cuts he wanted to put
13 forward in the DPW budget.

14 **VOTE (on main motion as amended):** 1-4-0 (Selectman Hargreaves voted for the motion)

15 **The motion failed.**

16
17 **MOTION:** by Selectman McBride

18 *Move to reduce line item 4458, Vehicle Maintenance for account 50120, Fleet by \$12,523*
19 *to a total of \$98,325 in the 2009 Operating Budget*

20 **SECOND:** Selectman Barnes

21 **VOTE** 4-1-0 (Selectman Hargreaves opposed the motion)

22 **The motion carried.**

23
24 **MOTION:** by Selectman McBride

25 *Move to set the bottom line in account 50120, Fleet at \$551,701 in the 2009 Operating*
26 *Budget*

27 **SECOND:** Selectman Barnes

28 **VOTE:** 4-1-0 (Selectman Hargreaves opposed the motion)

29 **The motion carried.**

30
31 *Streets/shops (a/c 50130, page 162)*

32 *Line item 4092 (Temporary Pay):* Mr. Sistare explained they had not budgeted for police
33 details.

34 *Line item 4400 (Contracted Services):* It was explained that this line has increased because
35 of culvert cleaning.

36 *Line item 4440, (Equipment Rental):* Selectman Hargreaves asked for clarification of items
37 in backup and there was a discussion regarding making a reduction in this line.

38
39 **MOTION:** by Selectman Hargreaves

40 *Move to reduce line item 4440, Equipment Rental in account 50130, Streets/Shops by*
41 *\$4,000 to a total of \$20,283 in the 2009 Operating Budget*

42 **SECOND:** Selectman McBride

43 **VOTE:** 5-0-0

44 **The motion carried unanimously.**

1 *Line item 4462 (Tree Removal):* Ms. Murray provided up to date expenditure for this line and
2 Mr. Russell reported there is an outstanding bill which has not yet been processed.

3 Selectman Hargreaves requested that the trees in Hedgehog Park which were earmarked for
4 removal be taken down as previously agreed.

5 *Line item 4607 (Equipment):* Mr. Russell reported he needed to make a change to this line –
6 reducing the line and adding the same amount to Parks and Properties, page 174.

7
8 **MOTION:** by Selectman Hargreaves

9 *Move to add \$3,500 to line item 4607 Equipment for a total of \$16,250 for account 50130,*
10 *Streets/Shops*

11 **SECOND:** Selectman McBride

12 **VOTE: 5-0-0**

13 **The motion carried unanimously.**

14
15 *Line item 4238 (Traffic & Street Signs):* Selectman Hargreaves asked questions relating to
16 street signs and their cost. There was a discussion regarding a sign on Clay Avenue, with
17 Chairman Roth requesting this be added to the agenda for Monday's meeting.

18
19 **MOTION:** by Selectman McBride

20 *Move to set a new bottom line of \$1,141,068 for account 50130, Streets/Shops in the 2009*
21 *Operating Budget*

22 **SECOND:** Selectman Barnes

23 **VOTE: 5-0-0**

24 **The motion carried unanimously.**

25
26 *Solid Waste (a/c 50200, page 167)*

27 **MOTION:** by Selectman McBride

28 *Move to set a bottom line of \$1,294,620 for account 50200, Solid Waste in the 2009*
29 *Operating Budget*

30 **SECOND:** Selectman Lyons

31 **VOTE: 5-0-0**

32 **The motion carried unanimously.**

33
34 *Parks/Property (a/c 50300, page 171)*

35 **MOTION:** by Selectman Hargreaves

36 *Move to reduce line item 4497, Other Utilities in account 50300, Parks/Property by \$3,500*
37 *to a total of \$500 in the 2009 Operating Budget*

38 **SECOND:** Selectman McBride

39 **VOTE: 5-0-0**

40 **The motion carried unanimously**

41
42 **MOTION:** by Selectman Barnes

43 *Move to reduce line item 4252, Grounds Maintenance in account 50300, Parks/Property by*
44 *\$9,168 to a total of \$20,000 in the 2009 Operating Budget*

45 **SECOND:** Selectman McBride

46 **VOTE: 4-1-0 (Selectman Lyons opposed the motion)**

1 **The motion carried unanimously**

2
3 **MOTION:** by Selectman McBride

4 *Move to set a bottom line of \$351,262 for account 50300, Parks/Property in the 2009*
5 *Operating Budget*

6 **SECOND:** Selectman Barnes

7 **VOTE:** 5-0-0

8 **The motion carried unanimously**

9
10 **MOTION:** by Selectman McBride

11 *Move to set a bottom line of \$3,386,614 for Public Works in the 2009 Operating Budget*

12 **SECOND:** Selectman Barnes

13 **VOTE:** 5-0-0

14 **The motion carried unanimously**

15
16 *Lighting (a/c 50400, page 175)*

17 **MOTION:** by Selectman Barnes

18 *Move to set a bottom line of \$487,147 for account 50400, Lighting in the 2009 Operating*
19 *Budget*

20 **SECOND:** Selectman McBride

21 **VOTE:** 5-0-0

22 **The motion carried unanimously**

23
24 Chairman Roth declared a recess at 10:30 p.m., calling the meeting to order again at 10:40
25 p.m. She reported that they would continue until 11:00 p.m. and reconvene on September
26 18th at 8:00 p.m.

27
28 In response to Selectman Hargreaves' request for the current Operating Budget figure, Ms.
29 Murray reported it is \$44,628,223, including the Library, but not including the Supplemental
30 items for water.

31
32 **Recreation**

33 *Recreation Administration (a/c 60300, page 190)*

34 **MOTION:** by Selectman McBride

35 *Move to set the bottom line for a/c 60300, Recreation Administration at \$216,564 in the*
36 *2009 Operating Budget*

37 **SECOND:** Selectman Hargreaves

38 **VOTE:** 5-0-0

39 **The motion carried unanimously.**

40
41 Mr. Sistare explained for Selectman Barnes that the revolving fund for Recreation was never
42 rescinded.

43
44 *Facilities (a/c 60320, page 195)*

45 **MOTION:** by Selectman McBride

46 *Move to reduce line item 4452, Building Maintenance by \$4,900 to \$14,462 for account*

1 **60320 Facilities in the 2009 Operating Budget**

2 **SECOND:** Selectman Hargreaves

3 **VOTE:** 5-0-0

4 **The motion carried unanimously.**

5
6 **MOTION:** by Selectman McBride

7 *Move to set the bottom line for account 60320 Facilities at \$15,662 in the 2009 Operating*
8 *Budget*

9 **SECOND:** Selectman Hargreaves

10 **VOTE:** 5-0-0

11 **The motion carried unanimously.**

12
13 ***Outside Programs (a/c 60330, page 197)***

14 **MOTION:** by Selectman McBride

15 *Move to set the bottom line for account 60330 Outside Programs at \$11,600 in the 2009*
16 *Operating Budget*

17 **SECOND:** Selectman Hargreaves

18 **VOTE:** 5-0-0

19 **The motion carried unanimously.**

20
21 **MOTION:** by Selectman McBride

22 *Move to set the bottom line for Recreation at \$243,726 in the 2009 Operating Budget*

23 **SECOND:** Selectman Hargreaves

24 **VOTE:** 5-0-0

25 **The motion carried unanimously.**

26
27 **Senior Services**

28 ***Senior Services Administration (a/c 60400, page 200)***

29 Mr. Sistare confirmed the Town provides gas and oil for CART and some is reimbursed,
30 which can be seen under Income from Departments (page 12 of the Budget book). There
31 was a discussion about the price the Town is paying for diesel.

32
33 **MOTION:** by Selectman McBride

34 *Move to set the bottom line for Senior Services Administration at \$261,564 in the 2009*
35 *Operating Budget*

36 **SECOND:** Selectman Barnes

37 **VOTE:** 5-0-0

38 **The motion carried unanimously.**

39
40 ***Ingram Senior Center (a/c 60430, page 205)***

41 **MOTION:** by Selectman McBride

42 *Move to set the bottom line for Ingram Senior Center at \$40,416 in the 2009 Operating*
43 *Budget*

44 **SECOND:** Selectman Barnes

45 **VOTE:** 5-0-0

46 **The motion carried unanimously.**

1 *Line item 4457 (Ground Maintenance):* In response to a question from Selectman Hargreaves
2 about why this line has increased, it was explained the figure was based on a three year
3 average.

4
5 **MOTION:** by Selectman McBride

6 *Move to set the bottom line for Senior Services at \$321,980 in the 2009 Operating Budget*

7 **SECOND:** Selectman Barnes

8 **VOTE:** 5-0-0

9 **The motion carried unanimously.**

10
11 **Library**

12 *Library Administration (a/c 70100, page 208)*

13 **MOTION:** by Selectman McBride

14 *Move to set the bottom line for account 70100, Library Administration at \$1,482,527 in the*
15 *2009 Operating Budget*

16 **SECOND:** Selectman Lyons

17 **VOTE:** 5-0-0

18 **The motion carried unanimously.**

19
20 *Community Contributions (a/c 70200, page 210)*

21 **MOTION:** by Selectman McBride

22 *Move to set the bottom line for Community Contributions at \$27,638 in the 2009 Operating*
23 *Budget*

24 **SECOND:** Selectman Barnes

25 **VOTE:** 4-0-1 (Selectman Hargreaves abstained)

26 **The motion carried unanimously.**

27
28 **3. Selectmen Reports/Correspondence**

29 Selectman Hargreaves requested a status report on the street light for Wheeler Avenue and
30 Mr. Sistare stated Ms. Witley was investigating this and he would report back at the next
31 meeting.

32 In response to Chairman Roth's request for a status report of the 2009 Budget amount, Ms.
33 Murray reported the figure was currently \$44,623,323 including the Library, but not
34 including the Supplemental items for Water, and Ms. Savastano stated the increase on the tax
35 rate stood at 0.6%.

36
37 **4. Old Business Tabled/Pending**

38 There was none.

39
40 **• Additions/Requests by the Public**

41 There was none.

42
43 **• Upcoming Meetings**

44 ○ September 18, 2008

45 ○ September 24, 2008 (2009 Budget Presentation to Budget Committee)

1 **MOTION:** by Selectman Barnes

2 *Move to adjourn the meeting.*

3 **SECOND:** Selectman McBride

4 **VOTE:** 5-0-0

5 **The motion carried unanimously.**

6

7 Without further business, the meeting adjourned at 11:00 p.m.

8

9 Notes/Minutes Taken by: Sandra Maxwell

10

11 Approved: Board of Selectmen

12

13 Date: October 6, 2008