

MINUTES OF MEETING
MUNICIPAL BUDGET COMMITTEE
December 20, 2006

A meeting of the Municipal Budget Committee was called to order at 6:03 PM in the Meeting Room at the Conway Library with the following members present: Chairperson Melissa Stacey, Robert Drinkhall, Betty Boucher, Maureen Seavey, Pat Libby, Phil Dighello, Doug Swett, Rick Paquette, Crow Dickinson, Bill Jones, James LeFebvre, Deb Deschenes, Karen Umberger, Etienne Vallee and Bill Aughton. Also present were Earl Sires, Lucy Philbrick, Margaret Marshner, Dorcas Deans, Nancy Leavitt, Bob Porter, Cindy LeFebvre, Chief Wagner, Paul D., John Eastman, Bob Barriault and Dena Libner.

Chairman Stacey advised the Committee members that the books for the School should be available on December 28th, although the School Board had not finished voting. The School Board is supposed to have another meeting either this week or next week. Once the voting is done, the books will be available. Bill Jones stated that this is atrocious; continually year after year School puts the Committee in this position. There is a mountain of information to review; it is unacceptable not to have the books before the 28th of this month. If there is not enough time, we will have to go with a default budget, which is last years. James LeFebvre asked if the full budget would then cover federal and state mandates only. Chairman Stacey stated this is the first year to set a default budget; went through last year. Karen Umberger stated the default budget has nothing to do with education, it is just last year's budget with pluses and minuses. It is last year's budget plus things. It is plus contractual things; for example, if there were salary increases in contracts, health insurance increases, contracts that go from one year to next. Decreases are things that are no longer applicable, based only on last year's budget; not based on what is suggested. Crow Dickinson asked if it is described in the statutes. Chairman Stacey advised it was not. Crow further questioned that there was no statute that covers it. Karen stated that it kind of gives you a general philosophy, but does not identify. Karen further stated it is in *Know The Territory*. Pat Libby stated Section 1413 is the cite. Phil Dighello stated that a few years back he called the Municipal Association and talked with a lawyer and was told this was in the gray area, nobody has challenged it. Chairman Stacey stated it was kind of the same for when the books come, she called DRA and there is no consequence. Bob Drinkhall stated that he was all for going for the default budget. Chairman Stacey stated to keep in mind at Town meeting things are taken out and added in.

Chairman Stacey advised that of the precincts, Center Conway was present. East Conway was apparently having issues. David Pandora did call advising Redstone tried to get their budget completed; will be here on Monday, the 8th, to present their budget. Birch Hill advised before the meeting that they do not have their budget together. Bill (Jones) has a statement from Birch Hill. Bill stated that he had a letter from the Commission Chairman stating most people out of town; the budget will be exactly the same as last year; the budget has no impact, self-funding everything. As soon as

possible, will make it formal. Chairman Stacey stated don't have to have until we vote.

Chairman Stacey stated we will have the School Overview on the 3rd; on the 10th will have the elementary principals; the 17th might be High School, Middle School and Technical Center; the 24th will be maintenance. Karen Umberger stated the only Mondays that School Board meets is 8th and 29th, so why are we skipping Mondays. Chairman Stacey advised need Town in there; 1st and 15th are holidays. We have 3 more for the Town; should know after this meeting. Karen stated she was a little concerned with only having 3 sessions for the School. Chairman Stacey stated have 5 sessions in the month of January; all the Wednesdays and obviously one more Wednesday in February. Public hearing is on Valentine's Day. She didn't set the public hearing. The 13th is last date to submit petitions.

APPROVAL OF MINUTES

Bill Jones moved, seconded by Betty Boucher, to approve the Minutes of December 4, 2006. In favor: 11; Abstain: 3 - Karen Umberger, Etienne Vallee and Deb Deschenes.

CENTER CONWAY FIRE PRECINCT BUDGET PRESENTATION

Nancy Leavitt, Treasurer of the Center Conway Fire Precinct presented the budget. Nancy began by stating there was an error on the Tax Revenue for 2006 Budget, it should read \$137,999.00 and for 2007 should read \$201,749.00, if everything passes. Truck fuel increased by \$200.00 because of increase in fuel. Actual figures not complete; some invoices still out. Truck maintenance increased \$2,000.00 because a pump was replaced on one of the trucks. The Chief's salary is going up \$500.00; the Deputy's salary going up \$250.00. They have had no increase for over six years. Fire call wages increased \$1,500.00. Officers Salaries, the Treasurer's increased \$200.00; no increase for over 6 years. Training stays the same.

Capital Reserve increased to \$5,000.00 knowing the price of trucks is going up. Insurance increased \$2,000.00 mainly because of the addition of a new truck and rescue boat. There will be a \$50,000.00 special article for a new truck and a special article for a 6-Wheeler submitted by the Rescue Unit for \$18,000.00. The 6-Wheeler is not recommended; will be up to the precinct. Karen Umberger asked if the 6-Wheeler was going on the Warrant and Nancy advised it would be on the Warrant and the fire truck will also be a special warrant article. Karen further asked for more information on the 6-Wheeler and Nancy stated it has 6 wheels and because of areas by the river, it would be to their advantage to have one. Bill Jones asked Nancy what the cost was for the 6-Wheeler and Nancy replied \$18,000.00. Bill also asked if it was covered in Insurance and Nancy advised no. Bill further asked how can you have a vehicle with no insurance and Nancy stated they didn't take it into consideration, they did with a new used truck if obtained. Nancy stated the 6-Wheeler was not recommended; submitted by the Rescue Unit. Bill asked if they did get insurance, did she know what the cost would be and Nancy replied would

have to insure and take out of line item. James LeFebvre asked why going with a used truck and Nancy replied cost difference.

Chairman Stacey asked if they covered Eaton. Nancy stated a portion of Eaton and Freedom covers other, been that way for 3 or 4 years now; Conway got too expensive. Chairman stated if other precincts need help you are also working with them and Nancy agreed. Betty Boucher asked if the precinct goes to Eaton for funding and Nancy replied that Eaton gives \$6,000.00 whether called or not and is billed \$200.00, the usual fee; received \$10,000.00+ from Eaton this year.

Karen Umberger asked the Chief and Assistant Chief's salary have not gone up for how long and Nancy replied 6 years. Karen questioned the increase in Fire Call Wages and Nancy replied first hour from \$10.00 to \$12.50 per hour. Call rates have gone up, a lot of development in the precinct; evaluations went up. Karen asked \$12.50 first hour and \$10.00 for second hour and Nancy replied yes. Bill Jones asked if it was just salaries or were benefits included. Nancy stated no benefits. Bill asked straight salary and Nancy stated have to pay worker's compensation. Bill then questioned if "Insurance" was just for equipment. Karen asked if there was insurance for when fire fighting and Nancy stated yes.

Karen Umberger stated on the Capital Reserves, how much currently is in the account. Nancy stated she didn't look that up. Karen asked if the precinct had taken money out of Capital Reserve to purchase the fire truck and Nancy replied no. Crow Dickinson asked if there was something somewhere showing what the precinct covered. Nancy advised there should be something at Town Hall. Crow asked if he would be able to get a copy and Nancy stated he should be able to. Nancy advised the Committee that Lucy (Philbrick) had just told her there is around \$65,000.00 in the Capital Reserve right now.

Chairman Stacey thanked Nancy for the presentation.

POLICE DEPARTMENT BUDGET PRESENTATION

Chief Wagner presented the proposed budget for the Police Department. Chief Wagner began with the Summary: Labor Account is \$1,460,717.00, up about \$40,000.00; Benefits is up about \$65,000.00; Operations is up \$1,582.00; Vehicles down about \$33,000.00; Professional Services stayed the same. Total increase of 3.3% approximately.

Chief Wagner then proceeded line by line: Regular Officers, 4.2% increase; Regular Officers Overtime up \$1,500.00; Special Officers is the same; Traffic Control was moved, but is included in the budget; Police Dispatchers up 3.5% from last year; Dispatcher overtime is the same; Secretaries up about 10% from last year; Secretarial Overtime is the same; Animal Control is up \$1,560.00; Cadets is the same; Holiday Pay increased to \$1,661.50; Commercial Duty is zero; Incentive Pay is \$24,962.00, down \$833.00; Crossing Guard is the same; Merit Account is up \$790.00.

Bob Drinkhall asked whether the secretarial increase was more time or just a raise and the Chief Wagner responded a raise. Bob further questioned at 9% and the Chief Wagner advised beginning of last year. Chief Wagner further explained they looked at other Town's that have a secretarial Office Manager and came up with the decision that she does more as the Office Manager.

Karen Umberger asked about the Animal Control Officer and Crossing Guard pay raise. Chief Wagner stated more work done on the Animal Control part. Chairman Stacey stated that Kennel fees were not included in the budget. Betty Boucher asked if the Traffic Control was moved to a Warrant Article, why was it included in the budget. Chief Wagner stated it has been in there for 4 or 5 years.

Chief Wagner proceeded with Professional Liability Insurance increased \$779.00; Medical Insurance, \$325,511.00, a 12.3% increase; Life and Disability Insurance increased \$501.60; Retirement increased \$20,907.05. James LeFebvre stated from the last meeting and the discussion on medical insurance, if there was a \$500.00 deduction. Karen Umberger stated the Police Contract and the Town Contract are different; Police 75%, Town 80%, this is what was negotiated and the Union agreed to. Phil Dighello questioned the Retirement; if the Town was now paying a higher percentage and Chief Wagner stated yes, 9.86% to 11.84%; Social Security increase of \$2,346.00; Workers Compensation Insurance same as last year; Unemployment Insurance same as last year; Earned Benefits is the same as last year.

Chief Wagner proceeded with Office Supplies increased \$250.00; Office Equipment is the same; Computer decreased \$550.00. Rick Paquette questioned the decrease in Computers and Chief Wagner responded they had a one time increase as something had to be purchased; he was not sure what. Rick further asked if the Department had regular upgrades and Chief Wagner stated they did; particularly a one time cost for the software or something.

Chief Wagner proceeded with Books and Publications being the same; Cleaning had no increase; Building had an increase of \$1,080.00; Heat had an increase of \$202.00. Bill Jones asked if there were maintenance people other than a plumber and Chief Wagner responded there are others; shingles were replaced.

Chief Wagner continued with Electricity had a \$500.00 increase; Dues is the same; Training is the same; Care of Prisoners is the same; Equipment is the same; Uniforms is this the same; Uniform Maintenance increased \$600.00. Betty Boucher asked if the officers get uniform maintenance and Chief Wagner replied yes; Officers \$450.00; Dispatchers \$300.00, Plain clothes Officers \$400.00; Secretarial Staff \$400.00. Rick Paquette questioned if any one present knew of any others that paid for the secretarial staff to have their clothes cleaned.

Chief Wagner continued with Exams and Physicals is the same; Telephone is the same; Extra Investigations is the same; Radio Maintenance is down \$500.00; Canine Unit is the same; and the D.A.R.E Program is \$1.00. Betty Boucher asked if there no longer was a D.A.R.E. Program and Chief

Wagner responded that presently the Police Department has the bank account for it. He recently learned they were not allowed to have the bank account and will transfer the funds. Betty further stated she would like the figure on the account when the figure is known. Chief Wagner stated the Program won't be funded by taxes.

Chief Wagner stated Vehicles decreased by \$31,038.00 because vehicles are now on a Revolving Capital Reserve. Vehicle Maintenance is the same. Chief Wagner stated Gasoline was the same; Equipment was the same; Insurance decreased \$350.00. Doug Swett asked why Equipment was down by \$1,500.00 and Chief Wagner stated because last year put in one time increase for special strobes, pre-emptors. Betty Boucher asked in Gasoline why was the cost staying the same. Chief Wagner explained they increased it last year and currently have about \$2,000.00 left in that account. Will have to put about 2,000 gallons in before the end of the year and should have a pretty full tank. Rick Paquette questioned crayons under Vehicle Equipment, how were they used with flares and blankets. Chief Wagner responded it is from some of the stuff bought, if everything was listed it would be 10 pages.

Chief proceeded with Professional Services staying the same.

Phil Dighello requested a breakdown be provided on raises paid for the last 4 years. Chief Wagner stated he thought it had already been given to the Committee. Earl Sires stated that it may be in his office; Karen was on vacation. James LeFebvre stated average time for replacing vehicles is 3 years, sometimes 2 years, depending on what the vehicle was used for 75,000 miles a car. Earl stated life was about 150,000 or 175,000; eventually turned over to the Town to use as administrative vehicles.

Bill Jones questioned the Secretarial Clothing Allowance and if it was a contract thing, negotiated and Chief Wagner stated yes. Karen Umberger stated your secretary not in uniform and Chief Wagner stated no.

Chairman Stacey asked where the negotiations stood and Chief Wagner advised they have a signed contract. Chairman Stacey asked if the Committee would be seeing it and Chief Wagner responded they could see it now; just didn't have copies. Rick Paquette congratulated Chief Wagner on having a contract. Betty Boucher stated on secretarial staff, one not in Union and one is, but both get a clothing allowance and Chief Wagner responded yes. Chairman Stacey requested that a copy of the contract be provided to the Committee.

Chairman Stacey thanked Chief Wagner for coming.

LIBRARY BUDGET PRESENTATION

Margaret Marshner presented the Library Budget of \$405,133.00, up \$31,550.00 from \$373,833.00. The increase was due to a request for increase in staff, adding a part-time person. Library facility being heavily used; increased made for person to cover hours the Library is open. They had part-time for 25 hours week, have a full-time that wants to go to part-time to 25 hours. Other 3 full-time to 40, currently

working 35 hours; equals \$20,620.00; also employee benefits increased \$5,670.00 includes health, FICA and worker's compensation. Rick Paquette asked how many part-time and Margaret responded one additional part-time, 1 full-time going to part-time. Rick further asked how many hours and Margaret responded 25 hours. Rick also asked about benefits and Margaret stated employees entitled, if they work more than 20 hours, to health and dental.

Margaret proceeded with Materials are the same; Repairs and Renovations increased and this was over expended already. Rick Paquette questioned the budget plumbing request for next year and Margaret responded there were major plumbing issues. Crow Dickinson stated in Ground Maintenance spent \$660.00 last year and Margaret responded included money for snow shoveling; none has been expended this fall. Crow further stated that in 2005 spent \$1,700.00. Margaret stated she was reluctant to cut back; they have a number of students who do some of the ground work; the Town mows the grass.

Margaret proceeded with Equipment increasing to \$2,500.00 as they would like to purchase separate server for security reasons. Utilities up \$2,249.00 - when at the Selectmen's Meeting it was pointed out that the electricity would lack December's bills; there were a number of times with plumbing problems where everything was turned off, almost a month with everything turned off. Not sure if \$19,984.00 is really true expenditure. Supplies increased mainly because of Library Supplies; deferred purchasing until the first of the year because they are over budget. Rick Paquette stated in Fuel, expended \$10,000.00 and request for 2007 is for \$15,000.00. Margaret explained they left the same amount as last year not knowing what the cost is going to be. Rick further stated it seemed a bit much. Betty Boucher stated under Supplies, expended \$1,617.00, not requesting anything and Margaret responded haven't broken that amount down; just requested a total of \$3,500.00 for all supplies. Paper is a tremendous expense even though we charge for copies and printing, but there are so many more using the Library that the expense of paper has gone up.

Bill Jones asked to go back to Repairs and Renovations and an explanation for year and Margaret responded a contract to take care of the air system, a contracted fee. Bill further stated the \$660.00 spent on snow shoveling and Margaret responded Valley Maintenance also does other maintenance. Bill asked if this was a bid situation and Margaret stated it was. Crow Dickinson stated Town cuts grass for what and Margaret responded nothing. Chairman Stacey stated that falls under Parks and Recreation.

Margaret proceeded with Insurance being the same. James LeFebvre asked what is covered and Margaret responded property and liability insurance, and a rider for the artwork.

Margaret proceed with receipt of donations and Grants for programs such as the summer reading program. This year expenses were not as high as anticipated, can't always determine. Crow Dickinson asked where Grants appeared on the budget and Margaret stated usually unanticipated funds,

so it doesn't show up in the budget. Crow stated that if you have Grants, that must be of some significance. Margaret responded they had a Grant this year to help pay down audios for \$600.00. Crow stated it would be nice to have Grants listed in the future; shouldn't be too difficult. Margaret stated we receive money from fundraising, toy sale, book sale, donations from Friends of the Library. Crow asked whether Margaret thought it appropriate to show those as income such as "Other Income" and then everybody would have a grip on how generous people are. Margaret replied that those figures are in the Town Report. Chairman Stacey stated when the budget is presented next year, the Committee would like to have that. Margaret thought she could probably tell how much was received. Crow stated that he didn't think the figures were the year-end figures; will the Committee get the final figures. Chairman Stacey stated usually Lucy comes in with the final tallies. Betty Boucher asked if there were any actual Grants and Margaret replied the Gates Foundation was a Grant.

Margaret stated Conference reduced by \$960.00 - staff attended Conference funded by Friends of the Library which reduced that amount. Crow stated when coming up with figures, it would be helpful to put in Friends of the Library. Margaret stated they (Friends of the Library) bought the granite benches; don't get cash. Crow stated it would be interesting to know those things.

Karen Umberger asked about the non-resident fees. Margaret stated increase for 2007 from \$60.00 to \$70.00 per household. Towns of Albany and Eaton pay for their non-residents to use the Library and the charge for a single non-resident increased from \$30.00 to \$35.00. Bob Drinkhall stated increase of about 9%, what is usage in percentage and Margaret replied total circulation up 5%; patronage up 15.3%, Electronic Usage up 16%, Community program up 48%, 85 to 126; Library Program from 115 to 161 or 40% increase; Volunteer Hours in 2005 was 1,520 hours and in 2006 1,784 hours, up 17%. Volunteers are doing work we can not get to: covering books, assisting, moving furniture. Bob further questioned projected fees and Margaret replied there will be a number that will not purchase the cards because of the increase. As you can see through November, \$12,750.00 received this year, down mainly because \$60.00 is too much. Bill Jones asked if there was a Community Program fee and Margaret replied no, the programs at the Library are free to the public. Any organization that is non-profit is allowed to use this room, but must open it to everyone. Rick Paquette asked when the last increase in fees was and Margaret replied right after the bond passed in 2004. Rick further asked for the last increase figure and Margaret stated from \$45.00 to \$60.00. Margaret further stated the Library hasn't had any additional employees for 7 years; at that time a person retired and they had to hire 2 people to take her place. Bill Jones stated Salary and Wages budgeting \$3,945.00 in Merit Account, expended nothing, but going up next year. Lucy Philbrick stated the adjustment hasn't been made yet, just got their raises. Bill asked if the Committee will see this with the final figures and Lucy replied it will be moved to salaries line.

Chairman thanked Margaret for coming.

PUBLIC WORKS BUDGET PRESENTATION

Paul D. presented the Public Works Budget. Bob Drinkhall asked what rate used to calculate the 2006 figure and calculated for upcoming year. Paul stated he did two things: have back up files dating back 10 years; look back, tried that method and looked at what we did in 2006. Preparing in October for the entire year, try to project, but it is ludicrous to pick a figure. Bob further asked about vehicle fuel. Paul stated \$10,000.00 was at his request, he looked back and came up with \$92,000.00.

SOLID WASTE BUDGET PRESENTATION

Paul D. presented the Solid Waste Budget. Bob Drinkhall stated at Line 1645 - Administration up with an 8% increase; is this help or salary. Paul replied historically have never received an 8% raise. Earl Sires stated they hired an Administrative Assistant at a higher rate. Karen Umberger stated she is split 50/50; she is split three ways.

Paul stated at Line 1692 - Special Waste was down \$5,000.00; Line 1767 - budget request was cut; won't use total amount if Grant is received. This year, we didn't get a Grant. I almost spent \$9,000.00; I went over. James LeFebvre stated he didn't see where monies spent. Paul replied according to his copy was \$8,987.00. Lucy Philbrick stated reimbursements have been put back into the budget. Paul stated they ended up servicing 154 people on Hazardous Waste Day. Crow Dickinson asked if the Town was going to get a Grant this year and Paul stated the Town didn't get a Grant for 2006. Planned two days for Grant monies; informed not doing Spring and returned the money. Karen Umberger stated maybe should do Spring since have money. Rick Paquette stated he was very concerned; if turning away 30 people and they have toxic fluids to store for another year, does not pass the common sense test; not everyone has a rented storage facility. Chairman Stacey stated common sense is not common. Rick continued by trying to find some way to do this in the Spring if still turning people away. Crow asked if it was too late to get the Grant money back. Paul stated he did turn the Grant back already, but would call tomorrow. Rick questioned if it was possible to do a half day. Karen stated you would end up in the same situation as in the Fall; someone comes and you have to turn them away. Paul stated could advertise pre-registration, but somebody will call and be refused. Grant used to be \$.25 per capita, currently \$.14 per capita in the same Grant. Karen stated one of the issues talked to Commissioner Burak about on Monday was the concern about Grant funding for Hazard Waste Program; more concerned about our community and, as you said, if we don't get Grant funding and don't budget for it, may end up in the stream where you wouldn't want it.

Rick asked if anyone gets paid to have their clothes cleaned and Paul stated the Public Works Department are provided uniforms from a uniform company.

Karen Umberger asked Earl Sires if the Selectmen had signed the Union contract yet and Earl stated it is approved, not signed. Karen further asked if any change can or can not go out and Earl replied he believed it could. Earl further stated have had \$175.00 per year for safety shoes.

Contract requires that safety shoes be worn, steel toe boots be worn. \$175.00 was non-taxable, but became taxable and employee was getting \$145.00; agreed to buy their own, take receipts and be reimbursed up to \$175.00. Karen stated if anybody wanted a copy of that, they could have it. Betty Boucher stated she would like a copy. Chairman Stacey asked Earl for copies for the Committee.

Crow Dickinson questioned the new town garage and Chairman Stacey advised it was in the budget. Since 2004 monies have been placed into a Capital Reserve Fund each year for special warrant articles for \$125,000.00. Crow asked where it is shown and Chairman Stacey stated on the last page before the budget total which shows what has been done to every building every year. The theory was not to go over and above what these bids are at and by the end of 2009 there should be \$380,797.00 left to build a new garage. Earl stated it doesn't show up in the Operating Budget because it has been presented as a special warrant article each year.

Karen asked Paul to talk about the roads a little bit. Paul stated the infrastructure is a Capital Reserve Fund that has been in place since 1998. Projects that need to be coordinated with precincts providing water and sewer are the projects that have not been coming off on time. The 10-year plan is being revised every year. Presented 2007, 2008, 2009 based on needs with each precinct. Also, for the new members, notice line items are level. When started, primarily was to have it level so there is less work cost, monies go into Capital Reserve with the result of not hitting the taxpayers in the pocket.

It is anticipated North Conway Water Precinct will work on Intervale Crossroad in 2007, that is why we have our overlay scheduled for 2008; anticipate doing Kearsarge Road in the earlier part of 2008. Mechanic Street is done from Route 16 to North-South Road and is currently scheduled for 2008, dependent on water and sewer. Paul stated they have identified work through 2012 and will see how that plays out. Crow Dickinson asked what CRO was? Paul stated C - Capital re-constructions gravel removal; R - grind it, re-grade it, pave over it; O - overlay. Intervale and Kearsarge Federal Grants provide money to remove remaining pavement, 2 inches of pavement, that is all the Town budgets.

Chairman Stacey thanked Paul D. for coming in.

RECREATION DEPARTMENT BUDGET PRESENTATION

John Eastman presented the Recreation Department budget. John began by stating that usually he starts on the categories and works his way down. There are increases in staffing. John started by talking about how he came to the numbers. Chairman Stacey advised John that the Committee members had the materials that were handed out.

Betty Boucher asked Earl Sires if he brought in the Selectmen's Minutes. Earl stated he had stuff; but not those Minutes. Chairman Stacey stated Holly took the Minutes as Karen was out. Holly knows the request is there.

Earl Sires stated that before John answers questions, he wanted everybody to understand that he and staff provide information to the Selectmen. The Selectmen make a decision and it then becomes our job to support the recommendation, give information as to what is being forwarded to this Committee. Historically, not advocating that position, but support that position.

Crow Dickinson asked why the budget was presented in this format and not as usual. Chairman Stacey stated the Recreation Department is required by us to support. John stated he agreed with what his position is, to present what he brought, the budget you see before you is what is recommended by the Selectmen. There is a staffing increase; did not want to bring staffing increase. Every year it is recommended that we have an adult to child ratio. This past year: 7 counselors, 4 instructors, 3 life guards and 1 person in the office. We are always one year behind to provide actual participation numbers through a summary. Two years ago 5 staff members, last year 7 staff people. This year we registered 244 kids. We take daily attendance when have 50 to 90 a day, need to know where they are. We went to 7 counselors; I don't count myself as I do administrative things, discipline, talking with parents. The 2006 numbers average 89 per day; took 128 kids to the movies - controlled chaos but it worked.

All staff have to get training for First Aid, CPR, medical issues and parent situations. Start by looking at numbers: 7 last year at 89, take Jim and Mike and put that into the formula of 77 kids; option extra for summer program or we limit. My recommendation to Earl and the Selectmen on limiting kids and it was agreed not the answer; not restricting kids, parents are taxpayers. Four extra staff members based on history; 7 to 1 ratio comes to an increase of 2. Also we have a person in our office. I transferred funds from Patriotic Purposes to the Recreation Department; in 2006 took \$4,500.00 for 4th of July planning. I lowered Patriotic Purposes by \$5,000; took the position that I took and expended on my admin person in the office and made the 4th of July planning her main project.

We have adult programs, especially Bingo and Scrabble, not in the budget as staff runs it. One solution is we charge for all programs where we have to pay for the instructors, plus pay for supplies and add 10% to cover admin fees. We have adult softball in the summer, adult dodge ball; adults don't mind paying for using, kids are different. By taking some of the 4th of July money, it did lower funds on one end, but she did help with the 4th of July planning and with other things in the office. John further stated he handles 30-40 calls a day; doesn't just operate 32 weeks a year. Personnel is what has driven the budget; John was bringing the recommendation from the Selectmen. Earl Sires stated that he and the Board of Selectmen worked on this for a long time, and this is the budget brought forth.

Bob Barriault stated he realized John and Earl were required to present the budget as recommended, but as a taxpayer he was displeased with the position taken by the Selectmen. The Town of Conway has been more than generous in comparison to similar towns. He did a mini-survey on the

internet, checked on some towns in New Hampshire of similar size and didn't find a single one that didn't have fees with programs that were supervised. As an example, Meredith has a school vacation camp during holidays at \$75.00 for 1 child, \$120 for 2, \$131 for 3 or more in their Community Center. There was also one-half day sessions with different rates. After school - no charge, no supervision. After school program \$20 for 1 child, \$25 for 2. Same thing with Merrimack Summer Program: 9 AM to 4 PM, \$230.00 per session, only a two week session. His feeling was that the original proposal makes all the sense in the world. He didn't want to see any child left behind, but didn't want to be subsidizing a parent who can pay a modest fee for this service. When expanding programs and more personnel, he thinks there should be a fee applied and have it tiered in some way. He recommended and requested that the Selectmen go back and reassess their position.

James LeFebvre stated maybe more discussion is needed in looking at charging fees; might be something to take a look at for discussion purposes. Phil Dighello stated looking at the whole budget back to 2005 - \$223,000.00 spent; in 2006 spent \$252,000.00, about an 18% increase. This year is going to be about a 13% increase. In his opinion, the program should be re-evaluated. Phil further stated if you add North Conway, \$366,000.00 for recreation. Phil again recommended some re-evaluation. John stated on the page about appropriations, in 2007 it is projected, without fees, taking in \$38,913.00.

Chairman Stacey asked how many kids with scholarships this past year; Friends of Rec that allocated money. John replied two scholarships. Friends of Rec raise a lot of money to help. We only used \$500.00 of the \$1,000.00 allocated. The process we use is quite simple: fill out a form, no tax returns. John couldn't recall that any kid who wanted to do something wasn't allowed.

John stated there was a charge for the swimming program, he didn't know why, but for years have charged \$25.00 per session for resident and \$35.00 for non-resident. This is the only program allowed for non-residents. Even if there is no request for a scholarship; doesn't mean there isn't a family out there that could need one. John knows most of the kids and sometimes we have to ask. Chairman Stacey asked about kids being dropped off, did he turn any child away for any reason and John replied "no".

Crow Dickinson stated he was confused, there was no breakdown of revenues. Crow requested that John somehow present revenue as 05 budget, 05 actual, 06 budget, 06 actual, 07 requested and also break down the revenue.

Rick Paquette stated he was trying to understand the swimming program. He pays \$25.00 for how long, for what. John stated \$25.00 for 5 days a week for 5 weeks. Rick further stated if my child is in softball and John stated you pay nothing; we don't charge for T-Ball or Girls Softball. Feeling has been that we, the Town, provide Recreation services to the kids. T-Ball and Girls Softball staff teach. Rick stated his question: When he has a child who swims, why shouldn't he pay the same for T-Ball.

John stated in the swimming program, specialty people are hired, you have Water Safety Instructors. John stated he pays for that person to take that class; he makes them sign that they will get a Red Cross Certification and he is charged by Red Cross for that; there is also the expense of the Certificates. Chairman Stacey stated there was a charge for shirts and John stated on T-Ball, \$20.00 for the shirt and they keep it; don't have the money to give them a shirt.

Rick stated with summer program head count increasing cost, why not pay a small fee to help. James LeFebvre stated for parents, their kids are in your custody for 8 hours a day and they can avoid babysitting. Rick asked if lunch was served and John stated the staff takes lunch; kids bring lunch, have tent with picnic table for this year. Some days have 110 kids and there is no place in the gym for everyone. We are there all day; as early as 8 AM until 5 PM; operation is from 9 AM to 4 PM. We do charge for early drop off; 3 staff members come in early. Rick asked if there was a minimum age and John replied 6.

Chairman Stacey asked if a child came in at lunch time, are they in that number for the day and John replied "yes", all staff are required to check in the kids and the kids must be accompanied by a parent or legal adult and no child leaves unless signed out. We have a list stating that dad is not suppose to have him; can have 15 to 20 kinds on medications, need to help the kids; have a list of kids allergic to bee stings; have to be prepared. Chairman Stacey asked at what number is a nurse required to be on site and John replied when count is up to 250 to 300, 400 enrolled. We train our counselors on how to deal with parents, what you can say and what you can't say.

Deb Deschenes asked how long the program runs and John replied 8 weeks, depends on school calendar. They try to open up when school ends. We usually try to end the second Friday in August due to staffing issues. Staff consists of college students, had two certified teachers, don't want to be understaffed. John further stated that he loses everyone come the end of August. A lot of time is spent outside; you want staff to be fresh; you are ready for it to be over.

Bill Aughton stated the program sounds wonderful, but wonder how many are not aware what it is you do; and what would you do with 400 kids, either turn away or charge fees. You either have to stop accepting kids at a certain level or start charging. John stated he agreed. It is a difficult decision because we don't hire just anyone, very choosy.

John stated they have a great website which is updated every day; they are on Valley Vision; and actually teaching at the New England Conference how to use public television. Chairman Stacey asked how many pre-registered compared to just showing up. John replied he would say the summer program is the only program that there is no deadline; people get out of school, one forgets. Majority are pre-registered, 65% to 70%, and he likes to hire staff according to numbers.

Deb Deschenes stated that what John does is great and she would love to see that for many children, however, one child at \$12.00 per week for 40

hours could increase revenue. Deb suggested to John that maybe he should have a public forum and get feedback on fees. There is a lot of concern annually and nobody is against what the Rec does, it has got to become more and more difficult to ask; be realistic, just talking \$12.00 a week for the summer. Earl Sires stated the suggestion would go to the Selectmen.

Betty Boucher asked John if he duplicates at North Conway Rec and John replied North Conway Community Center runs a summer program. They serve a select group and do things different; 6 weeks, 9 AM to 3 PM, and charged \$225.00 for the summer; \$13,000.00 for the summer. They have a different playground, difficult to supervise as kids can mingle with tourists. Our property is secluded; no one gets on the property without a staff member finding out who you are, no one walks around. Bill Jones stated comments from tonight are great and he thinks the suggestion from the Committee to ask the Selectmen to re-examine, to review a just fee, looking at a tremendous budget up every year.

Karen Umberger stated John did bring several bits of information about fees and had 4 different scenarios for charging resulting in income. Basically Selectmen decided not to charge fees. John did his homework; got information on 19 Towns; did present to the Selectmen and it was on TV if you watched it. John did his homework; the information is with the Selectmen. Karen will take back for the first Selectmen's meeting in January.

Betty Boucher asked Karen about Mark's (Hounsell) article and had that been brought to the Selectmen. Karen responded it was an editorial on his feelings about recreation and he expressed everything that is in there at the Selectmen's meeting. It was an editorial. Betty stated we could go either way in our letter. Karen stated you can do whatever you want in your letter.

John continued with Facilities are level funded; Office Expenses are level funded; Programs increased \$359.00 for gas for the bus and \$1,760.00 which involves training. Every single volunteer that goes through our building has a criminal background check, national level, get a sex offender list, and volunteers are issued a photo ID. He believes we should pay for that so that not one person slips through; have 80-85 coaches and volunteers. Bill Jones asked if it is a requirement for employment and John replied he always checks with the local Police Department, although they have to agree to give social security number and license.

Doug Swett stated if you cut \$70,000.00 from North Conway how does that effect them. Chairman Stacey stated it was her understanding that North Conway capped this summer. John stated he would be more comfortable having Ryan speak for the Community Center. Maureen Seavey stated she gets irritated every year. She thinks they deserve as much support as Conway. Why should she pay tax dollars; she supports the kids. Every year it is the same thing, it is for the kids of the Town of Conway, be it in Center Conway or North Conway. Doug stated he was not against North Conway at all. Maureen stated she knows people who can't afford Day Care

at \$25.00. Don't keep knocking North Conway. They deserve as much funding as Conway. Chairman Stacey stated this might be a better discussion during the vote and is more appropriate when voting.

Chairman Stacey thanked John for coming in.

Etienne Vallee moved, seconded by Betty Boucher, to adjourn the meeting at 9:07 PM. Motion carried unanimously.

Respectfully Submitted,

Iris A. Bowden, Recording Secretary