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## Selectboard Minutes 11/30/2015

### Minutes

#### Town of Greenfield

Greenfield Town Offices, 7 Sawmill Road Greenfield, NH

#### Selectboard's Work Session Minutes

Monday, Nov. 30, 2015 – 5:00 PM

Selectboard: Chairwoman Karen Day, Selectman Stephen  
Atherton Jr., Selectwoman Margaret Charig-Bliss,

Staff: Administrator Patt,

Public:

The meeting was called to order at 5:03 PM by Chair Karen  
Day.

#### Documents for Review/Approval

- Land Use Change Tax
- Map R3-45
- Map R4-34
- Map R2-17-3
- Map V5-2-1
- Employee Vacation Request(s)
- Deputy Tax Collector Appt.
- A/P Invoices
- Fire Dept. Purchase Order(s)

#### 5:00 PM: Selectboard Budget Work Session

At 5:07 pm the Chair opened the meeting. After a brief discussion it was decided that the Board would review employee wages prior to reviewing the 2016 budget. On a motion by the Chair and a second by Selectwoman Charig Bliss, the Board voted on a roll call vote to enter into non-public session under RSA 91-A Compensation at 5:10pm. At 6:43pm the Board voted to exit non-public session. It was noted that for the 2016 budget year, several employees had received rate adjustments as part of internal promotions or changes to the number of hours worked, or, had recently been hired. As such, COLA would not be provided to those employees that had already received a rate change or change of job status (including new hires) in 2015. Town employees will receive a 1% COLA. There are three rate adjustments in 2016; two police officers and the Town Administrator. Library personnel will be advanced by the Library Trustees separately.

The Board took up an examination of the 2016 draft budget. A two year budget comparison was provided showing the effect of increases in departmental and operating budgets. The budget comparison showed the increases in Capital Reserve Funds as recommended by the Planning Board CIP presentation. The Board reviewed requests from department heads. The focus on 2016 was the increase in Capital Reserve Fund savings. The Board recommended that the DPW look at sourcing a used 6 wheeler rather in order to compare sourcing new (with a

guaranteed buy-back) vs. used. It was noted that the dump body and plow might be sourced new, and would that work?

The Board reviewed the 2016 draft budget on a line item budget noting that many of the departmental line items have been moved to DPW building and grounds. These include the Buildings & Grounds Maintenance and Fire Alarm System line items.

The Board made several changes to the following items:

- Russell Station Road Warrant Article amount set at \$125,000
- Recycling Center Budget set at \$99,035
- Removed the fire alarm line items from departments and moved into building lines items in DPW
- Removed general liability line items from departments and moved to Insurance Line

The Board requested a quote for the replacement of the sill at the back of the Town Office.

The Board discussed the Ambulance contract with Peterborough Fire and Rescue. The impact on the budget was discussed.

The CIP presentation was discussed. It was noted that during the presentation by Planning Board member Ken Paulsen, residents attending were informed that the increases to the Capital Reserve Funds (CRFs) would be 'about a dollar on the tax rate'. This comment did not take into consideration that there are other factors in the budget that increase the baseline budget prior to the discussion of the CRF.

#### **Documents for Review/Approval**

The Board signed Land Use Change Tax forms, a Fire Department Purchase Order for a gas meter, and reviewed A/P invoices. The Board tabled the remaining items for the December 3<sup>rd</sup> meeting.

#### **Adjournment**

On a motion by the Chair, and a second by Selectman Atherton, the Board voted to adjourn. The motion carried 3-0. The meeting adjourned at 8:47 PM.

The minutes are final when approved and signed by the Selectboard. A signed copy is on file in the Selectboard's office.

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**Chair, Karen Day      Margaret Charig Bliss, Selectwoman  
Stephen Atherton Jr., Selectman**