

HOOKSETT BUDGET COMMITTEE MEETING – January 19, 2023

HOOKSETT BUDGET COMMITTEE MEETING

PUBLIC HEARING

Thursday,

January 19, 2023

Hooksett Town Hall, 35 Main Street

MINUTES

CALL TO ORDER

R. Ross, acting chair called the meeting to order at 6:30 pm

Pledge of Allegiance

ATTENDANCE

R. Ross, E. Bencivenga, G. Martins, C. Gurung, M. Kowack, W. Lynch, and J. Godbout.

L. Amadeo and B. Soucy excused

APPROVAL OF THE MINUTES

Minutes of January 12, 2023

*J. Godbout motioned to approve the minutes of January 12, 2023. Seconded by G. Martins
Vote unanimously in favor*

PUBLIC INPUT

No comments

NEW BUSINESS

Central Water Precinct – Budget

Richard Bairam- Commissioner

Chris Culbertson, Superintendent.

2021 actuals; 2022 actual and budget and proposed 2023

Expenditures – Commissioner stipends, payroll is full and part time positions with a 6% pay increase. The reason for the increase is to retain qualified operators and bringing their pay up to a more competitive level and also taking into account the cost of living. This is not a typical raise. There is a 5.2% increase in medical and a 1.2% increase in dental.

The lines have mostly remained the same with the exception of power and gas which we based on the 23% increase that we have seen. We contract the water from Manchester and we were told

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there would be an 8% increase. We've seen a substantial increase in material costs. Tanks were all inspected with the exception of Oak Hill which is scheduled for this year.

Special Warrant Articles are the 5 Trust Fund Accounts.

We anticipate an increase in water for our customers which is in line with the Manchester increase of 8%.

Source and Capital Development: Last year we collected a large amount due to the completion of Berry Hill. We don't have any anticipated growth or new service lines this year.

W. Lynch asked why contract services increased 50%?

C. Culbertson: We do not have crews to dig for maintenance services. That is if it is needed.

R. Ross: How are the pays compared to other towns?

C. Culbertson: We were below the curve on what we pay to operators. We are now 10% below a general group of equal size.

E. Bencivenga: Maintenance of standpipe and gates; no expenditures?

C. Culbertson: We try to keep up with the maintenance. We chose not to work in this area this year and I put additional money in those line to cover us for catching up.

Article 05

Operating Budget To see if the Central Hooksett Village District will vote to raise and appropriate the sum of \$1,200,067 for general municipal operations. This article does not include appropriations contained in special or individual articles addressed separately. (Recommended by Precinct Commissioners) (Majority vote required)

Article 06 Source Development

To see if the Precinct will vote to raise and appropriate the sum of \$30,000 to be added to the Central Hooksett Water Precinct Capital Reserve Fund entitled Source Development & Infrastructure Preservation Fund, with said funds to come from Capital Improvement Fees and Water Rents (Recommended by the Precinct Commissioners.) (Majority vote required.)

Article 07 Water Storage

To see if the Precinct will vote to raise and appropriate the sum of \$25,000 to be added to the Central Hooksett Water Precinct Capital Reserve Fund entitled Water Storage Capital Reserve Fund previously established, with said funds to come from Capital Improvement Fees and Water

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Rents (Recommended by the Precinct Commissioners.) (Recommended by the Budget Committee) (Majority vote required.)

Article 08 New Construction

To see if the Precinct will vote to raise and appropriate the sum of \$40,000 to be added to the Central Hooksett Water Precinct Capital Reserve Fund entitled New Construction and Capital Improvements Capital Reserve Fund previously established, with said funds to come from Water Rents (Recommended by the Precinct Commissioners.) (Majority vote required.)

Article 9 – Repair & Replacement

To see if the Precinct will vote to raise and appropriate the sum of \$22,500 to be added to the Central Hooksett Water Precinct Capital Reserve Fund entitled Repair and Replacement of Main and Equipment Reserve Fund, previously established, with said funds to come from Capital Improvement Fees and Water Rents. (Recommended by the Precinct Commissioners.) (Majority vote required.)

Article 10 – Standpipe

To see if the Precinct will vote to raise and appropriate the sum of \$25,000 to be added to the Reserve Fund entitled Standpipe Relining Capital Reserve Fund, previously established, with said funds to come from Water Rents (Recommended by the Precinct Commissioners.) (Majority vote required.)

Articles 11- 14 – Legal Language

Village Water Precinct

Todd Smith: Commissioner

Mike Heidorn, Superintendent

2022 – staffing was an issue. Completed a comprehensive water audit. This was the most intense audit looking at water and how we track it as well as our billing procedures. The result of that was on a scale of 1-5 we rated 4 on procedures and low leakage score. We hired a third party for a leak audit as well. We confirmed we have a very tight system. We completed a management plan update. This is the second management plan that we've done. This looked at our vertical features. It looked at long term projections for financial planning. We predict 20 million dollars over the next few years. 2022 was a large year for grants. We received 1.2 million dollars. We are trying to get Granite Street ready for repaving. Increases in construction in the district including Vista Drive and replacement of the water tank on Hooksett Road as well as office repairs and roof repairs. We are continuing with meter replacement in residential. With re-purposing funds, we were able to buy a truck at the end of the year with savings. Income comes

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from water and system fees. We realized more than anticipated because of Domino's and Hip Peas which was \$50,000.

R. Ross asked about maintenance and improvements which were \$77,000 and \$100,000 in 2023.

M. Heidorn: Last year we thought certain things would happen with Vista Drive and the tank and the projects in the TIF area would cost money but they didn't materialize. We do anticipate projects in 2023.

Warrant Articles

Most are standard items with the exception of Article 6 & & which are transfers in to the Trust Funds.

Article 05

Operating Budget To see if the Central Hooksett Village District will vote to raise and appropriate the sum of \$1,555,801 for general municipal operations. This article does not include appropriations contained in special or individual articles addressed separately. (Recommended by Precinct Commissioners) (Majority vote required)

Article 6

Transfer to Source Development

To see if the Village District will vote to raise and appropriate the sum of \$21,170 to be added to the HVWP Source Development and Infrastructure Preservation Trust Fund previously established. This sum to come from unassigned fund balance. No amount to be raised from taxation. (Recommended by the Precinct Commissioners.) (Majority vote required.)

Article 7

Transfer to Water Main Trust Fund

To see if the Village District will vote to raise and appropriate the sum of \$119,830 to be added to the HVWP Water Main Trust Fund previously established. This sum to come from unassigned fund balance. No amount to be raised from taxation. (Recommended by the Precinct Commissioners.) (Majority vote required.)

***M. Kowack motioned to switch amounts from the Standpipe and Gates 1209 and 1210 in the Central Water Operating Budget. Seconded by W. Lynch.
Unanimously in favor 7:0***

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R. Ross motioned to accept the Central Water Precinct Budget as presented. Seconded by G. Martins.

Roll Call

M. Kowack Yes
E. Bencivenga Yes
J. Godbout Yes
W. Lynch Yes
C. Gurung Yes
G. Martins Yes
R. Ross Yes

Vote unanimously in favor 7:0

R. Ross motioned to accept the Hooksett Village Water Precinct Budget as presented. Seconded by G. Martins.

Roll Call

G. Martins Yes
C. Gurung Yes
R. Ross Yes
W. Lynch Yes
E. Bencivenga Yes
J. Godbout Yes
M. Kowack Yes

Vote unanimously in favor 7:0

PUBLIC HEARING

R. Ross opened the Public Hearing at 7:28 pm

Central Water Precinct

R. Ross read the Warrant into the record

Article 5 -Operating Budget

To see if the Central Hooksett Village District will vote to raise and appropriate the sum of \$1,200,067 for general municipal operations. This article does not include appropriations contained in special or individual articles addressed separately. (Recommended by Precinct Commissioners) (Majority vote required)

Article 6 – Source Development

HOOKSETT BUDGET COMMITTEE MEETING – January 19, 2023

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Article 7 – Water Storage

To see if the Precinct will vote to raise and appropriate the sum of \$25,000 to be added to the Central Hooksett Water Precinct Capital Reserve Fund entitled Water Storage Capital Reserve Fund previously established, with said funds to come from Capital Improvement Fees and Water Rents (Recommended by the Precinct Commissioners.) (Majority vote required.)

Article 8 – New Construction

To see if the Precinct will vote to raise and appropriate the sum of \$40,000 to be added to the Central Hooksett Water Precinct Capital Reserve Fund entitled New Construction and Capital Improvements Capital Reserve Fund previously established, with said funds to come from Water Rents (Recommended by the Precinct Commissioners.) (Majority vote required.)

Article 9 – Repair & Replacement

To see if the Precinct will vote to raise and appropriate the sum of \$22,500 to be added to the Central Hooksett Water Precinct Capital Reserve Fund entitled Repair and Replacement of Main and Equipment Reserve Fund, previously established, with said funds to come from Capital Improvement Fees and Water Rents. (Recommended by the Precinct Commissioners.) (Majority vote required.)

Article 10 – Standpipe

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Village Water Precinct

Article 5 – General Precinct Operations

To see if the Village District will vote to raise and appropriate the sum of \$1,555,801.00 for general municipal operations. This article does not include the appropriations contained in special or individual articles addressed separately. (Recommended by Precinct Commissioners) (Majority vote required)

Article 6 Transfer to Source Development & Infrastructure Preservation Trust Fund

HOOKSETT BUDGET COMMITTEE MEETING – January 19, 2023

To see if the village district will vote to raise and appropriate the sum of \$21,170.00 (Twenty-One Thousand One Hundred Seventy Dollars) to be added to the HVWP Source Development & Infrastructure Preservation Trust Fund previously established. This sum to come from unassigned fund balance. No amount to be raised from taxation. (Recommended by Precinct Commissioners) (Majority vote required)

Article 7 – Transfer to Water Main Trust Fund

To see if the village district will vote to raise and appropriate the sum of \$119,830.00 (One Hundred Nineteen Thousand Eight Hundred Thirty Dollars) to be added to the HVWP Water Main Trust Fund previously established. This sum to come from unassigned fund balance. No amount to be raised from taxation. (Recommended by Precinct Commissioners) (Majority vote required)

R. Ross Closed the Public Hearing at 7:38 pm

Central Water Precinct

Article 5 -Operating Budget

To see if the Central Hooksett Village District will vote to raise and appropriate the sum of \$1,200,067 for general municipal operations. This article does not include appropriations contained in special or individual articles addressed separately. (Recommended by Precinct Commissioners) (Majority vote required)

M. Kowack motioned to recommend Article 5. Seconded by W. Lynch.

Roll Call

- W. Lynch*** ***Yes***
- G. Martins*** ***Yes***
- J. Godbout*** ***Yes***
- E. Bencivenga*** ***Yes***
- C. Gurung*** ***Yes***
- M. Kowack*** ***Yes***
- R. Ross*** ***Yes***

Vote unanimously in favor 7:0

Article 6 – Source Development

To see if the Precinct will vote to raise and appropriate the sum of \$30,000 to be added to the Central Hooksett Water Precinct Capital Reserve Fund entitled Source Development & Infrastructure Preservation Fund, with said funds to come from Capital Improvement Fees and Water Rents (Recommended by the Precinct Commissioners.) (Majority vote required.)

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R. Ross motioned to recommend Article 6. Seconded by W. Lynch

Roll Call

C. Gurung Yes
J. Godbout Yes
M. Kowack Yes
W. Lynch Yes
E. Bencivenga Yes
G. Martins Yes
R. Ross Yes

Vote unanimously in favor 7:0

Article 7 – Water Storage

To see if the Precinct will vote to raise and appropriate the sum of \$25,000 to be added to the Central Hooksett Water Precinct Capital Reserve Fund entitled Water Storage Capital Reserve Fund previously established, with said funds to come from Capital Improvement Fees and Water Rents (Recommended by the Precinct Commissioners.) (Majority vote required.)

R. Ross motioned to recommend Article 7. Seconded by W. Lynch

Roll Call

M. Kowack Yes
E. Bencivenga Yes
W. Lynch Yes
C. Gurung Yes
J. Godbout Yes
G. Martins Yes
R. Ross Yes

Vote unanimously in favor 7:0

Article 8 – New Construction

To see if the Precinct will vote to raise and appropriate the sum of \$40,000 to be added to the Central Hooksett Water Precinct Capital Reserve Fund entitled New Construction and Capital Improvements Capital Reserve Fund previously established, with said funds to come from Water Rents (Recommended by the Precinct Commissioners.) (Majority vote required.)

R. Ross motioned to recommend Article 8. Seconded by W. Lynch

Roll Call

G. Martins Yes

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R. Ross **Yes**
C. Gurung **Yes**
W. Lynch **Yes**
E. Bencivenga **Yes**
J. Godbout **Yes**
M. Kowack **Yes**

Vote unanimously in favor 7:0

Article 9 – Repair & Replacement

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R. Ross motioned to recommend Article 9. Seconded by C. Gurung.

Roll Call

W. Lynch **Yes**
J. Godbout **Yes**
C. Gurung **Yes**
M. Kowack **Yes**
G. Martins **Yes**
E. Bencivenga **Yes**
R. Ross **Yes**

Vote unanimously in favor 7:0

Article 10 – Standpipe

To see if the Precinct will vote to raise and appropriate the sum of \$25,000 to be added to the Reserve Fund entitled Standpipe Relining Capital Reserve Fund, previously established, with said funds to come from Water Rents (Recommended by the Precinct Commissioners.) (Majority vote required.)

R. Ross motioned to recommend Article 10. Seconded by W. Lynch

Roll Call

M. Kowack **Yes**
C. Gurung **Yes**
G. Martins **Yes**
W. Lynch **Yes**
E. Bencivenga **Yes**
J. Godbout **Yes**

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R. Ross **Yes**
Vote unanimously in favor 7:0

Village Water

Article 5 – General Precinct Operations

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R. Ross motioned to recommend Article 5. Seconded by G. Martins.

Roll Call

G. Martins **Yes**
J. Godbout **Yes**
W. Lynch **Yes**
E. Bencivenga **Yes**
C. Gurung **Yes**
M. Kowack **Yes**
R. Ross **Yes**

Vote unanimously in favor 7:0

Article 6 Transfer to Source Development & Infrastructure Preservation Trust Fund

To see if the village district will vote to raise and appropriate the sum of \$21,170.00 (Twenty-One Thousand One Hundred Seventy Dollars) to be added to the HVWP Source Development & Infrastructure Preservation Trust Fund previously established. This sum to come from unassigned fund balance. No amount to be raised from taxation. (Recommended by Precinct Commissioners) (Majority vote required)

R. Ross motioned to recommend Article 6. Seconded by C. Gurung

Roll Call

W. Lynch **Yes**
G. Martins **Yes**
C. Gurung **Yes**
M. Kowack **Yes**
E. Bencivenga **Yes**
J. Godbout **Yes**
R. Ross **Yes**

Vote unanimously in favor 7:0

Article 7 – Transfer to Water Main Trust Fund

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R. Ross motioned to recommend Article 7. Seconded by J. Godbout

Roll Call

E. Bencivenga Yes

M. Kowack Yes

W. Lynch Yes

C. Gurung Yes

J. Godbout Yes

G. Martins Yes

R. Ross Yes

Vote unanimously in favor 7:0

Other Business

ADJOURNMENT

G. Martins motioned to adjourn. Seconded by M. Kowack.

Vote unanimously in favor.

Respectfully submitted,

Lee Ann Moynihan