

COMMITTEE ON FINANCE

May 11, 1999

6:30 PM

In the absence of Mayor Wieczorek, Chairman Wihby called the meeting to order.

Chairman Wihby called for the Pledge of Allegiance, this function being led by Alderman Klock. The Clerk called the roll.

Present: Aldermen Wihby, Klock, Sysyn, Clancy, Pinard, O'Neil, Girard, Shea, Rivard, Pariseau, Cashin, Thibault, Hirschmann

Absent: Alderman Reiniger

Messrs.: Joan Porter, Steve Tellier, Diane Prew, Frank Thomas, Leon LaFreniere, Bob MacKenzie, Randy Sherman, Kevin Clougherty, Sean Thomas

Chairman Wihby addressed item 4 of the agenda:

Continuing discussions with various departments relative to FY2000 budget requests as follows:

- (a) Non-Departmental
- (b) Human Resources
- (c) Tax Collector
- (d) Board of Assessors
- (e) Information Systems
- (f) Planning and Community Development
- (g) Public Building Services
- (h) City Clerk

Chairman Wihby stated we are going to start with the Tax Collector's Office first, which is Tab 16 in the black binder.

Tax Collector

Mrs. Porter stated I don't have any questions. The presentation I would make would be that I sent out the response to Alderman Wihby's request for the 1%-2% cuts indicating that we had \$34,500 extra in our budget which we did not request so we were giving that back and our bottom line without restricted amounts should be \$503,152 and it appears with the restricted items and I am just taking the numbers that are on the sheets, it would be \$575,416.

Alderman Pariseau asked without restricted is what.

Mrs. Porter answered it is \$503,152 and the summary that was given out the night of the budget said \$537,656.

Chairman Wihby asked so you are able to go down from \$537,656 to \$503,152.

Mrs. Porter answered yes.

Alderman Thibault asked is that with the 1% cut.

Mrs. Porter answered that is just taking out what was in there because we don't need it. It actually comes out to more than 1% or 2%.

Chairman Wihby asked if we went across the board with a 1% cut, what would that mean.

Mrs. Porter answered it obviously would be a decrease in salary and in our office I don't think that would be a good idea.

Chairman Wihby asked a decrease in what.

Mrs. Porter answered salary. What we did is we saw that postage had gone up and our telephone has gone up because we now have six lines in the tax office so we knew that telephone was going up and we knew postage was going up and some of the agreements went up and we compensated for that before we submitted the budget. We already cut in different areas before we submitted the budget knowing that we had increases in other areas.

Alderman Girard asked, Mrs. Porter, has your office been moved all to 40 hours now.

Mrs. Porter answered yes.

Alderman Girard asked with the move to 40 hours were you able to add any additional hours of service to the public or what was the benefit to your operation for the move to 40 hours.

Mrs. Porter answered we open at 8:30 AM and we are still closing at 5 PM although we are trying to work around that situation, the reason being that if we locked our doors at 5 PM we have staff staying until 5:15 PM until 5:30 PM depending on when the last person leaves and when the last deposit is put into the vault and that can run into an overtime problem. We are working on how we want to change hours. We do have two people coming in at 8:15 AM and scheduled to work until 5:15 PM so that is taking care of that problem right now. We do open at 8:30 AM. From 8 AM until 8:30 AM we have people working on the deposits from the prior night.

Alderman Girard asked but because of the move to 40 hours you are going to be able to change your schedules a little bit to be a little more accessible to the public.

Mrs. Porter answered yes.

Alderman Clancy asked are you open any nights.

Mrs. Porter answered no we are not.

Alderman Clancy asked are you considering that.

Mrs. Porter answered we have not been considering it and that was one of the reasons that this position of the \$24,500 that was put in. What we had explained in the beginning was that if the idea of working nights or working weekends was going to be considered we were going to need another person because we can't take somebody from our regular work week and have them stay home then to come in on a Saturday or to stay late at night. We did do a survey of 10 different towns and none of them are open Saturdays.

Alderman Clancy replied I am not talking Saturdays. I am saying maybe a Thursday or Friday night.

Mrs. Porter responded in the survey we had asked what their hours were and what was happening. The Town of Derry opens at 7 AM and I think they are open some nights until 7 PM. There are a couple of towns that are open at night. For the most part, every response we got said that the bulk of your people are in during the day, during the work day and they felt that the staff that they allocated to those outside hours was not being used efficiently.

Alderman Clancy asked what is your busiest month of the year.

Mrs. Porter answered every month. I don't think we have a busiest month. Way back years ago when we used to do April registrations, that perception has stayed with many people that April is the busiest month. It is a busy month and one of the reasons it is is that a lot of people are putting their summer vehicles back, their boat trailers, motorcycles, whatever, so that is one of the reasons that we get busy in April but we are also very busy in May and every other month because we are either dealing with a real estate rush or a car rush or liens.

Alderman Clancy asked say the airport for instance when they register their cars, you know those lease companies down there like Hertz and Avis.

Mrs. Porter answered Avis would be a January registration and Hertz would be a May registration. It depends on the leasing company and they are all spread out. Leasing companies don't all register in the same month. What they do is take the first letter of the company name for every business and they register in that month so they are spread out. We don't get them all together.

Alderman Clancy stated a lot of people have said to me that it would be nice if City Hall was open for a couple of hours during the work week at night so that the people who work until 5 PM can come down. I said that I would ask them to consider it.

Mrs. Porter replied I would hesitate and there are a couple of reasons. We are encouraging people to use the mail system, which would mean that they don't have to come down at all. We are also, in the future, and it is probably not that far off although Diane can probably address it better, we are hoping that at some point there will be Internet access, there will be charge card access or debit cards and if you start to expand your hours now, it is a lot harder to discontinue those hours later when they probably are not going to be necessary and adding staff or adding hours to staff is an expense. I think at this point the best thing we can do is encourage people to mail in their registrations.

Chairman Wihby asked could you talk about revenues. Do you see any extra revenues in that number.

Mrs. Porter answered I did look at them today. If you notice the revenues as they are coming in for this budget, they are very close and in fact some of them I am concerned that we are not going to reach, particularly the ones on liens. They are not quite there so I am kind of concerned about those, but as a whole they are coming in. they are not way behind but I am too conservative and I don't think I would want to expand on those.

Chairman Wihby stated so you are expecting the same amount as this year for revenues. Knowing that there are some ups and some downs and we are going to get \$11,850,000 there is no way of getting any extra money this year and you don't think revenues are going to increase.

Mrs. Porter replied I can't see anything. I would be afraid to add to car registration at this point because it has never been this close in the projection. It is usually ahead of our projections and I would rather have it ahead than behind and right now it is actually right there. We have 88% of our auto registration with only six or seven weeks left to go.

Alderman Girard stated there has been discussions with the Airport at other committee meetings about the increase in the number of rental cars that they expect to see over the next fiscal year. Do your auto registration numbers include the re-fleeting increases at the Airport? Has there been any dialogue between yourself and the Airport regarding the numbers of cars that would be registered?

Mrs. Porter replied no, there has been no mention of numbers and I didn't project any because I don't want to count what we don't have.

Alderman O'Neil stated my understanding is that most of those cars are going to be registered in Londonderry.

Alderman Girard replied no, 50/50. Half the fleet is registered in the City and half the fleet is registered in Londonderry. The Airport is expecting a very significant number of cars to be added to the overall fleet so we will catch half of the increase.

Alderman O'Neil asked how do we prove that half of them are being registered here. All of their operations are in the Town of Londonderry.

Alderman Girard answered well that is the agreement that the Airport has with the City and with the town and we have no reason to believe that the Airport hasn't been doing it that way and I am sure we could pull the registration numbers from each community to find out.

Chairman Wihby asked Mr. Clougherty to make a note of that for when we talk to the Airport to see if there is any additional revenue there.

Mrs. Porter answered in the past Mr. Testa has told me that they had a tracking system. I don't know what that is but that is where it is being done.

Alderman Hirschmann asked when you went to the 40 hour work week, could you just explain to me, you used to be open from 9 AM to 5 PM and now you are open 8:30 AM to 5 PM.

Mrs. Porter answered yes.

Alderman Hirschmann stated that is only a two and a half-hour increase. Where is the other two and a half-hours?

Mrs. Porter replied the staff is being used from 8 AM to 8:30 AM to process mail that they can't get to when the public is there so they are either processing mail or they are doing the deposits from the previous day. That is something that the deputy and I have been doing for time purposes.

Alderman Hirschmann asked then they stay until 5:30 PM.

Mrs. Porter answered no; they are not staying until 5:30 PM. They are doing it from 8 AM to 8:30 AM. We open the door at 8:30 AM but they are there at 8 AM.

Alderman Hirschmann stated I am just trying to look...where are they picking up the hour a day.

Mrs. Porter replied it is a half an hour a day from 8:00 AM to 8:30 AM. That is two and a half-hours.

Alderman Hirschmann stated but to go to 40 hours you have to pick up an hour per day.

Mrs. Porter replied we are open from 8:30 AM to 5:00 PM.

Alderman Hirschmann stated you went from a 35-hour week to a 40-hour week so there is 5 hours per week extra that they are supposed to be working.

Mrs. Porter replied yes, they are. They come in at 8:00 AM and we open the door at 8:30 AM.

Alderman Hirschmann asked and that is the deputies too.

Mrs. Porter answered everyone in the office.

Alderman Hirschmann asked and that includes yourself.

Mrs. Porter answered most definitely, sometimes 7:30 AM.

Alderman Hirschmann stated so it is 13 people putting in an hour more a day and you need that \$10,000 of overtime.

Mrs. Porter replied we don't have a choice because according to Floyd Decker we have to have an overtime budget for the times when they are forced to stay after 5:00 PM. That is where our problem is. We can schedule...we have two people who are scheduled to stay until 5:15 PM. The purpose for that is they are the two that we will close out at exactly 5:00 PM assuming there is no customer. We close them at 5:00 PM. It takes them 15 minutes to close out their machine, put their things in the vault and leave and technically they are still working. That has never been the case until now. We have always been there until 20 past or 5:30 PM and never been compensated for that and under FLSA you cannot do that so we have two people who are scheduled to work 8:15 AM until 5:15 PM. Those two people, ideally, will be the last two people to leave other than the supervisor who locks up and closes the door.

Alderman Hirschmann stated under this Fair Labor Act you can't adjust people's schedules to fit your needs as an Administrator.

Mrs. Porter replied we could except that we need them in the morning as well and that is what I was saying. We are still working on moving the schedules around to see how we can do it, but we do need them at 8:00 AM too. The two that come in at 8:15 AM, we miss not having them.

Assessors

Mr. Tellier stated I would like to start by alluding to a memo in response to Alderman Wihby's 1% or 2% budget cut. There was a letter that was sent out to Alderman Wihby regarding the 1% or 2% budget cut. Upon review, it was determined that we also had been double counted for a position. One of my staff had transferred to another department. With the procedure set in place in Human Resources, I have filled out the paperwork to fill that vacancy, which we in turn did, however, that vacancy was also counted again in the Mayor's budget as an additional position. That position is \$24,502 and the benefits amount of \$9,534. The total amount was \$34,036.80. After you reduce our budget allocation by that amount, the increase in our budget was just a shade over 7% from last year.

Alderman O'Neil asked what is the right number, Steve.

Mr. Tellier answered the right number that I would have is...you are looking for the total with restricted, the total bottom line number.

Alderman Girard replied, no, without the benefits.

Mr. Tellier responded without the benefits, that would be \$413,985.

Chairman Wihby stated it is at \$369,000 now.

Mr. Tellier asked you want to include the salary, benefits and the budget.

Chairman Wihby answered no benefits. Looking at the Mayor's sheet, he gave you \$369,373.

Mr. Hobson stated the Mayor's sheet is correct. We did deduct that position in the final round. We knew that vacancy was being doubled. His bottom line should be \$413,504.

Chairman Wihby asked that is with benefits and everything in it. The Mayor gave \$369,373.

Alderman Girard answered no he didn't. Mr. Chairman, the numbers that I have are \$413,506.

Mr. Hobson stated that is the revenue side. His expenditure should be approximately...

Chairman Wihby interjected the Mayor...you know the white sheet with all the numbers on it. The one that says \$1.35, that is the old one. They gave us an updated one at another meeting that says -7.25%.

Alderman Pariseau stated we didn't get the percentage thing yet.

Chairman Wihby stated the bottom decrease is -7.25%. On that sheet, those are the new numbers.

Alderman Pariseau asked the one dated 5/4/99 in the left-hand corner.

Chairman Wihby answered no, 5/11/99.

Alderman Cashin stated we don't have that one.

Chairman Wihby stated on the bottom line it says \$30.19 tax rate with 7.25% decrease. That is the new number that the Mayor gave us the second time around and in that number he took out the extra position.

Mr. Tellier asked so what is the number you have in front of you right there.

Chairman Wihby answered \$369,373. It is the second number down.

Mr. Tellier asked that is minus the restricted items.

Chairman Wihby answered that is minus the restricted items.

Alderman O'Neil stated I don't have a copy of that.

Chairman Wihby stated \$369,373 and you have to add...well I don't know if the benefits are right on that page.

Mr. Tellier replied it is probably pretty close. I don't have that number in front of me from the Mayor. I don't have that.

Chairman Wihby stated well we are going to make the copies. Does everyone have the one where it says a -7.25% over on the right? I got mine today so I don't know what the date is. He gave it to us at the last meeting.

Mr. Hobson stated Mr. Clougherty gave that to you. It was from the Finance Director.

Alderman Girard stated, Mr. Chairman, assuming the number you have is correct, that is off by \$48,000 from the number we have in our books which is \$417,236 and the Assessors thought there was a double counting totaling \$34,000 with benefits. It was \$24,500 without benefits and he estimated another \$9,500 with benefits. Maybe it got double counted and then got double deducted.

Chairman Wihby stated that is what is wrong with this budget process. Here we are on whatever date today is and we still don't know what the salary numbers are and departments were asked when they came into the Mayor's number if they agreed with the amounts that were given. I think everyone said yes and we are still changing numbers a month later. So, Mark, how did he cut off \$48,000? Sean, how did he cut off \$48,000?

Alderman Hirschmann stated they were supposed to add the percentages on here. Why didn't they do that?

Alderman Pariseau stated we asked for that.

Alderman Hirschmann stated Alderman O'Neil requested the percentages.

Chairman Wihby stated when the Mayor did his budget, we didn't know we were going to get the \$36 million so remember he only used the \$25 million in his budget. That is the first number where you have the \$1.35 and then once the number came back they passed out the second sheet with the \$36 million in it so these are the numbers that we think we are going to get from Claremont plus they did some adjustments and they moved \$300,000 from Parks that we wanted to do out of the Enterprise for the pools plus they took out this one position and I don't know what else they took out. Why does it amount to \$48,000? Do you know?

Mr. Hobson replied we did have a position that was counted twice that...I just sent Howard downstairs to go through a budget history report and see if he can find something different. When we took out that position and we included the benefits, their revenues and expenditures were awful close. They were within \$4,000. One was \$417K and the other was around \$413K and when you drop out the benefits it brings them down to about \$369K or \$370K and that is the last payroll number that I recall for Steve's budget.

Chairman Wihby stated so we are going to leave that number there and just make sure that your salaries are included.

Mr. Tellier replied this isn't right. The number should be, as far as the FY2000 budget; it should be \$413,985. That is what the number should be.

Chairman Wihby stated but with \$417K you said you had an extra \$30+K.

Mr. Tellier responded that was the right number. I was going on a previous sheet. Like yourselves, I didn't have this last sheet.

Mr. Sean Thomas stated Mr. Chairman, Mark and I will get together with the Assessors and decide what is the right number and we will get back to the Board.

Chairman Wihby replied okay and make sure it is the new number that we are going to send to the public hearing.

Alderman Girard stated for the purposes of the discussions with the departments, can we talk about the departmental numbers without the benefits. I think there is some confusion here about are we talking about benefits are we not talking about benefits. Typically I think these reports are trying to show us what the benefit costs to each department is, but typically we have never allocated benefits to departments. We have kept that separate. If we could use the net numbers or the numbers net of benefits that would be helpful. If we deduct benefits, if we back out a position and we deduct benefits we don't take that out of the department's

operating budget, we take it out of the benefits line item and the restricted line item.

Alderman O'Neil stated I am a little bit confused going back to the Tax Collector. The latest sheet, which was printed today, shows \$537,656 but I thought she just told us it should be \$503,152.

Chairman Wihby replied the \$537,656 was extra money that she said she had and the number was wrong.

Alderman O'Neil asked so we need to make that correction on this sheet then.

Chairman Wihby answered right. So on this sheet the number is \$503,152.

Alderman O'Neil asked what is the Chairman of the Board of Assessors saying that the number on here is not correct.

Mr. Tellier answered that is correct. The number should be \$413,985. That is my belief.

Chairman Wihby asked, Howard, do you have an answer for what it should be.

Alderman Girard asked, Mr. Tellier, if your number of \$413,985 is correct, that means that you are level funded with the current fiscal year. Is that accurate given the increases in the department as a result of Yarger Decker?

Mr. Tellier asked are you looking at last year's expenditure or are you looking at the revenue. The revenue was \$413,506.

Alderman Girard answered I am sorry. That is my error. I was looking at the revenue.

Mr. Hobson stated the April 23, 1999 budget report has for expenditures, for the Mayor's expenditures, \$417,236 and you are saying what.

Mr. Tellier replied that would be very close. I believe it should be \$413,985.

Mr. Hobson stated okay and that is what I said previously. I thought you and I were about \$3,000 or \$4,000 off but we had a different budget summary.

Mr. Tellier replied I am not sure where the number of \$369,373 came from at this point. Again, to reiterate what the Personnel Director said we were a couple of thousand dollars off but it was my understanding that it was very close at that point.

Chairman Wihby stated so all of these numbers that are changing you are going to tell me that the departments don't even know what numbers they have now.

Alderman Cashin replied that is right. That is exactly what we are hearing. We can't do anything here tonight.

Chairman Wihby asked how about revenues.

Mr. Tellier answered revenues are consistent with last year, Alderman.

Chairman Wihby asked where do you get revenues.

Mr. Tellier answered payment in lieu of taxes and the payment of elderly liens. If someone opts to go with the elderly deferral to help defray those expenses in their waning years when a person who is granted that elderly deferral passes away, the estate has to provide for the payment of those taxes. Within every year, there are several. We have estimated pretty close over the years and we feel we will be close to the same amount as last year.

Chairman Wihby asked year-to-date how are you doing.

Mr. Tellier answered we are right on.

Chairman Wihby asked ahead or right on.

Mr. Tellier answered very close, within a few percentage points.

Chairman Wihby stated you could work with Mark to figure out what the number is and get it back to Mr. Clougherty.

Alderman Hirschmann asked what is the number of positions you should have.

Mr. Tellier answered seven total.

Alderman Hirschmann asked could you make sure that it is seven positions you are counting on the salaries and no more. No one sounds like they know what they are talking about.

Alderman Cashin moved to enter into executive session. Alderman Pariseau duly seconded the motion.

Chairman Wihby asked to discuss what.

Alderman Cashin answered to discuss the budget overall and some of the things that are happening here. Under the Right to Know law I think we can. Is anybody from the Solicitor's Office here?

Chairman Wihby stated I don't think we can go into executive session to discuss the budget.

Alderman Cashin replied then we should move to adjourn the meeting because I don't know what is going on and I don't think that anybody else does.

Chairman Wihby stated I think there are some numbers that didn't change. Highway is here and they didn't change. PBS didn't change.

Alderman Cashin asked how do we know they didn't change.

Chairman Wihby answered because I have both sheets here. Information Systems did change. Did you (Ms. Proulx) know that it did change?

Ms. Proulx answered yes.

Chairman Wihby asked do you know what it is.

Ms. Proulx answered no.

Chairman Wihby stated Planning didn't change. How about Building? They didn't change. There are a few that we can still go through. We are only \$34,000 off on Information Systems. Leon, I just have a few questions for you and we will make it fast.

Alderman Sysyn asked is a lot of the changing and the differences because of the Yarger Decker study. Is that where the differences are coming in?

Chairman Wihby answered I think it is the computer and the input. The whole thing.

Building

Chairman Wihby stated I know that the Committee on Accounts, Enrollment & Revenue Administration has been talking to you about additional revenue. Was there anything there above and beyond what is here?

Mr. Lafreniere replied no. We did bring the figure up to \$1.2 million. That is anticipating the adoption of the new code with the new fee schedule.

Chairman Wihby asked that is not in there.

Mr. Lafreniere answered if that doesn't happen, this number may be lower.

Alderman Klock asked, Mr. Chairman, why is there such a discrepancy in the numbers. Why aren't they updated for us tonight?

Chairman Wihby answered my understanding was his numbers were updated because the HR system had wrong numbers in. What we should have done is gone to the departments and talked to them and discussed the number and make sure that the salary number was right. I don't think that was done because they are saying they don't know what the number was and why it is changed. We will go ahead with the number and let you know what it is and you can get back to Mr. Clougherty and work it out with Mark.

Mr. Hobson stated I don't believe...I don't have a fast answer for why we have two departments in a row that don't have the exact salary account. I don't believe this is something that was not done in a methodical way or a process way with the department heads and we produced the reports, sent them down to the Finance Department and the Mayor's Office and they produced these budget summaries. I am not trying to be defensive, but I don't produce these sheets for anybody. I have system reports that I use off HTE. I pass those along to folks and they do the data entry. If we still have to look at some adjustments, that is fine. I am happy to do that.

Chairman Wihby asked, Mark, you didn't change this number.

Mr. Hobson asked which number are you talking about.

Chairman Wihby stated the \$34,000 for Information Systems.

Mr. Hobson replied Information Systems had requested a number of new positions. By the time we ended up going through our budget process, I believe we granted one and we did have to change their salary account twice because of the appeals process through Yarger Decker and also because of the changes of their body.

Chairman Wihby stated the Mayor gave us a number of \$1.709. He did his budget and then he changed it. He went to \$1.675, a \$34,000 cut. Is that because Finance did it? Is it because the Mayor decided to cut it \$34,000 or because of some problems with the HR system and we put in a new number?

Mr. Sean Thomas replied I am the one who did the latest version of the sheet. The reason it was adjusted downward was on a report from Mark.

Chairman Wihby stated which meant that the updated numbers when you went through them all it was a mistake and you corrected it.

Mr. Hobson replied right.

Chairman Wihby stated and some went up.

Mr. Sean Thomas replied that is right. A majority went up.

Chairman Wihby asked so this \$34,000 cut isn't a position. It is basically if she goes back and adds up all her salaries she is going to have the right number it is just down \$34,000.

Ms. Proulx answered absolutely not. I am saying no to that because the salary figure as it is represented in the budget book is approximately \$55,000 less than it should be and I reviewed that number with Howard Tawney. We compared his reports and our budget figures and we are in agreement but the figure that is in your book is \$55,000 less than it should be so if you take another \$34,000 out of there, I have no idea where that figure is coming from.

Alderman Cashin stated, Mr. Chairman, nothing is going to get accomplished here tonight and I think we are all going to wind up getting pretty frustrated. I know that I am going to. I don't know where all these numbers are coming from but it appears to me that you have people cutting budgets and department heads don't know it and we are supposed to sit here and try to work it out. I would strongly recommend that we adjourn tonight and let the department heads get back with Human Resources or whoever they have to and come in with the same numbers so that we at least have some semblance of what is going on.

Alderman Girard stated this is going to be one of those occasions where I agree with my colleague from Ward 10. What I wanted to say is the Mayor presented his budget to this Board and as far as I'm concerned, the only changes that should be coming out of the Mayor's Office to this Board are changes that as a result of trying to reconcile...whether it's Yarger Decker or whatever it is those changes should be sent to this Board, they should be reconciled with the departments that they affect with the Finance Department and the Personnel office and whoever else needs to be consulted so that everybody agrees on the number and we should not get, in my opinion revised summary sheets of the Mayor's budget. We should be told what the changes need to be, what caused the changes and everybody on the departmental side should be aware of them and sign off on them, so that we can avoid this confusion and I would like to ask that before we adjourn we ask or direct or whatever language you want to use the Mayor's Office to go through that process and go to all of the department's whose numbers have been changed and make sure that everybody is on the same page with those changes and stop giving us all of these summary sheets that no one can explain.

Chairman Wihby stated what we've asked for on the 18th is that they come back with a total number, with everybody happy and that we were going to send it to the public hearing. So, I assume that with that number we can add to them that they don't just make the changes, but that they check with the departments first.

Alderman Girard stated instead of giving us a summary sheet that mimics the one that he originally gave us, instead of giving us one that has Mayor's recommended this, that or the other thing somewhere it should be noted that it is a revised sheet, why it was revised and something done to highlight the areas where the revisions were because frankly, this is stupid.

Alderman O'Neil stated this is going to be scary, Mr. Chairman, but I agree with my colleague from the West Side. Mr. Chairman, I think it's unfortunate that we're working off of several different sheets here, I don't think anybody's looking to blame anybody, but I think we need to get Finance Department, the Mayor's Office, Human Resources together...run the numbers, get the right numbers to us. In all honesty, our loose-leaf book that we have is no good, there isn't a number in there that's any good on the salary end and maybe we all should be leaving our books here so we can make decisions based on the right information.

Chairman Wihby stated I don't think you're going to see the book corrected because it's an on-going process, I think the numbers are there, but you're not going to see the book get corrected.

Alderman O'Neil asked and why is that.

Chairman Wihby replied I just don't think there's enough time for them to change all of the books, to do it and then sit back and have the department in. I think what we've asked at the last meeting for them to do so that we had a right figure going to the public hearing on the 25th was that they were going to sit down, get together, put all the numbers in and out like the Parks (\$300,000) and all that stuff and the extra position for Channel 16 and all that other stuff along with getting the new numbers for the payroll, verifying them with the department heads so that they're all sure about their salary account and then that was the number we were going to send forward to the public hearing or at least let people know what the number was and that's the best we can and we have to wait for that until the 25th.

Alderman O'Neil stated somebody, I don't know if it's Alderman Cashin or Alderman Girard made the suggestion about department heads signing off...that they agree with the number, send that to us ahead of time so we know who's okay and who's not okay.

Chairman Wihby stated the other problem I have is that we've asked departments to cut 1%...who knows what they were cutting the 1% on.

Alderman O'Neil stated we almost have to start from scratch here.

Alderman Girard stated to follow a point on what my colleague At-Large has said about the budget book and what's in here...none of the line items for the departments are presented here. There are sheets that give us the totals for fiscal '98; the budgeted for fiscal '99 and the departments requested budgets. But, there is nothing here that tells us what the Mayor is recommending in the line items. So, even though we're taking a look at summary sheets that show us numbers are higher or lower we don't know what line item, if any, it's coming from. And, it's awfully hard to go through this with any kind of specificity, any kind of knowledge or any kind of money...we don't even really know if it's in salaries, benefits or expenses or capital. So, the information that we're working with here is woefully inadequate and it's not at all helpful to this process.

Alderman Thibault stated I just wonder if Finance being here right now, if they could enlighten us a little bit here as to what may have happened, I'm sure that they were involved in a lot of this, they had to be. Somebody has to be. I wonder, Kevin, if you could just give us some idea as to what might have happened here.

Mr. Clougherty replied if you take a look at the 4/17/99 numbers, most of the departments that have come in have said those are numbers that they agreed to as part of the Mayor's submission and that's what way keyed into the system which is the last report that we ran. Now, since that time if the Mayor's been making some changes those aren't reflected in what we've been doing. Now, we'll go back and

we'll work with them to reconcile that and we will certainly make an effort to...as we said at the last meeting identify the items such as what's the exact number we're going to get for the Claremont money, what are some of those revenues. We'll be happy to do that but as far as the process from Finance's standpoint once the Mayor submits his budget we do not change anything and any other changes that have to be made have to come through this Board; that has always been the process and that is the way we have always done that.

Alderman Thibault asked would you agree, Kevin, that with these reports right now it's pretty hard for us to decipher anything out of this.

Mr. Clougherty stated we're having a hard time following them over here.

Alderman Thibault stated thank you very much.

Chairman Wihby stated I think the intent was that the Mayor changed the numbers, not to change positions, but just to correct the numbers that were in the benefits items and the salary items. I don't think there was intention to cut any positions other than what he had already done in the first place. So, all we have to do is figure out what the right number is.

Alderman Hirschmann in addressing Ms. Prew in reference to the \$1,709,000 number stated you said that number was wrong as you're showing \$50,000 higher.

Ms. Prew replied yes the salary number that is in there is \$55,000. I reviewed it with the Human Resource Department and I sent a letter and I also a copy of the letter to the Mayor's Office indicating that there was a problem and as I say Human Resource had indicated to me that they agreed with the numbers that I had suggested and that they were looking to make a correction, so I'm surprised that the numbers went down.

Chairman Wihby asked is that number going to be coming in on the 18th.

Mr. Hobson replied we have that number available now, we agree with her number.

Chairman Wihby asked it should be what.

Mr. Hobson replied we agree with Diane's number based on her proposed salary for next year.

Alderman Klock stated I don't think we're going to be able to figure out why the numbers are wrong tonight. I think that the Mayor's Office, I concur with Aldermen Girard, Cashin and O'Neil that we just need to let the Human Resources Department, Finance and Mayor's Office get together and hammer it out...I don't know can we have a special meeting soon before the 18th, so we can look over the numbers and make sure we're all on the same page, it's useless.

Chairman Wihby stated, Alderman Klock, I have been asking for this since April when I was part of the Mayor's team and all I got was the number's are changing, we're going to have new numbers and I don't know whose fault it was, but the numbers are still changing and I assume that the new number was what everybody had agreed to and we're hearing that department heads have said they will take a one percent cut means this and they don't even know if they have the right amount of numbers. I think how we're going to proceed is on the 18th...I don't know, today is the 11th, so they're going to need some time to do the numbers, but on the 18th Finance, Human Resources, the Mayor's Office will get with all of the department heads, will agree to the salary and the benefits numbers, put the new numbers together...at least on this sheet...and any additional sheets you can do it on with the few changes that we had...

Mr. Thomas interjected you'll get the summary as well explaining where each number came from.

Chairman Wihby stated Alderman Girard was right, we should have a column with the Mayor's budget and a revised budget so we know exactly just by looking at it at what's changed and we'll make sure that the departments are happy with their number. In the meantime, we'll send a communication to the department heads again telling them we want to know what a one percent cut on the number that we send them, so you'll have to know the number before we ask them to do that.

Alderman Thibault asked could we still have that on that same sheet as to what one percent cut would do.

Chairman Wihby replied they gave us a whole packet, did everybody get the packets.

Alderman O'Neil stated that might change now.

Alderman Thibault stated they all change. It would be nice if we could compare on the same sheet and be able to tell exactly what we have.

Chairman Wihby replied I don't know how we could do that. We could have them by order of department and as we go we can put the two sheets together. I don't know if they will fit on this sheet, but what it means for each department and pass it out that day because I didn't bring mine with me.

Alderman Klock asked are we going to have time to sit down again with the department heads and make sure of their numbers before the public hearing.

Chairman Wihby answered we are going to have to.

Clerk Bernier stated the schedule is open.

Chairman Wihby stated is the 19th fine to sit down with the department heads. Why don't we get them all in here and sit down and ask them all the questions as we look at the budget. Everybody is invited.

Alderman O'Neil asked are we meeting with Schools on Monday in a joint meeting.

Chairman Wihby answered yes, at 7:00 PM.

Alderman O'Neil stated well we should try to have the School's correct numbers if they are not right already, for Monday night.

Mr. Thomas replied School has not been adjusted. That is just a flat line number anyway. We can't control their line item budget so we just give them a flat number. That is the number they are getting in the Mayor's budget.

Alderman Cashin stated even if we work from a single page, as long as we have the Mayor's recommendation, the revised budget percentages so that we have something to work with, I think we can at least start with that. Is it going to require a motion to get something done here. For the Human Resources Department, the Finance Department, the Mayor's Office...

Chairman Wihby replied, Alderman, I took it upon myself that I told Finance and Human Resources what was the problem, if it is money tell me and I will go to the Board and get additional help. We need these numbers. That was back in April, actually before April and here we are the numbers are still changing and nobody knows why.

Alderman Cashin asked what do we need tonight to guarantee this Board that when they come back here that we are going to have the numbers and at least the department heads are going to be aware of what the numbers are. What do we need here? I am going to be perfectly candid and this is why I wanted to go into Executive Session. Somebody is not cooperating around here. It is obvious and I don't know who it is but they better get their act straightened out because I am not going to tolerate this. This is foolish. In 30 years I have never seen anything like this.

Alderman Girard stated if Alderman Cashin is looking for a motion...

Alderman Klock interjected let's just get a directive.

Alderman Girard replied well the directive is a motion, Alderman Klock.

Alderman Girard moved to direct the Mayor's Office to consult with Personnel, Finance and any department affected by any change in his proposals for any reason to review the numbers, reconcile the numbers and report back to this Board by its next Finance meeting and to make sure that whatever changes are made are documented for this Board and are distinguishable from what we have been getting.

Alderman Thibault asked could it be sent to the Aldermen before the meeting so that we can look at them.

Chairman Wihby asked, Mr. Hobson, do you need extra help.

Mr. Hobson replied no.

Alderman Klock stated not the day of either.

Chairman Wihby asked Mr. Clougherty, do you need extra help.

Mr. Clougherty replied no.

Alderman Girard stated I made a motion. Alderman Cashin duly seconded the motion.

Mr. Hobson stated before you break and if you don't want to that is fine, I do have some information that I prepared and I know that people have some concerns about Yarger Decker and I do have a simple one page letter and a one page spreadsheet about Yarger Decker and positions and 40 hours and, in fact, I gave that to you last week, Mr. Chairman, I gave you a sample of that. Would it be

appropriate for me to just give that to the Board and spend about two or three minutes explaining it to them and that way it is something for them to digest before they leave. If you would like, I can wait.

Alderman Girard asked, Mr. Chairman, can we take a vote on the motion on the floor first.

Chairman Wihby asked does anybody have anything else before we vote on the directive. There being none opposed, the motion carried.

Alderman O'Neil asked so it is not possible to get this corrected. Is that my understanding, Mr. Chairman.

Chairman Wihby answered leave your books here and we will try to update them but I know how long it took to do this. What time do you want to start next Wednesday?

Alderman Thibault asked is this going to change any of the numbers, even the revised numbers.

Chairman Wihby replied what I would hope for is that on the 18th all of the numbers will have been checked by the departments...

Alderman Thibault interjected what I am saying is that the letter he has given to us now.

Chairman Wihby answered Mark, I don't know.

Alderman Thibault asked could I ask him that, Mr. Chairman. Mark, with this letter you are giving us now is there a possibility that this may change once the new revised figures come in.

Mr. Hobson answered no they should not change. In other words, as far as I know, these numbers are good. These numbers are valid.

Alderman Thibault stated well if they change all of these numbers now which is what we are asking them to do, are these still going to be proper. That is what I am asking.

Mr. Hobson replied I don't believe they will change. These are numbers specific to salary accounts and Yarger Decker that I would like to speak about.

Chairman Wihby stated Frank Thomas wants to go over his budget before he goes home.

Mr. Hobson asked will I have an opportunity to explain this.

Chairman Wihby stated well Frank wants to say something and then he wants to leave.

Mr. Hobson replied I understand that.

Mr. Thomas stated with your permission, the numbers for the PBS budget that I am here for tonight are the same, they haven't changed. Also, the Highway Department.

Chairman Wihby asked do we want him to come back again or do you want to hear it now.

Alderman Girard answered let's take it now. We might as well get something out of this night.

Mr. Thomas asked, Leo, did you pass out a handout entitled Public Building Services.

Chairman Wihby asked what time do we want to start the meeting on 5/18. 5:30 PM? 6:00 PM? Okay, 5:30 PM. We will let them do their work and get ready to come.

Public Building Services

Alderman Klock asked, Frank, did you add any personnel.

Mr. Thomas answered at PBS, no. what was just passed out is a summary or a comparison between FY99 and the proposed budget for PBS. As you can see, there is a \$1.295 million increase, which represents approximately a 36% increase in the total operating budget. Down below, the heavy dark line defines the budget additions that caused that increase, i.e. wages, filling the entire complement other than the department head and Decker increases. Under special projects there is a \$1,242,218 increase. Right under where it says Special Projects the increase or the budget additions are noted. There is \$320,000 in facility maintenance funds that shifted from the CIP to the operating budget. There is \$893,175 in additional funds in PBS's budget to be added to others there already for the new custodial and PM contract. Down below you can see there is approximately \$9,500 for sprinkler inspections, \$16,500 for fire alarm inspections and \$3,000 to test the fuel

oil tanks in the City. If you add up those budget additions, it comes out to a \$1.289 million or approximately 35.6% so PBS is pretty much level funded except for those budget additions and I will be glad to answer any questions on those additions.

Alderman Shea asked is this predicated upon the bid that was submitted by one of the vendors.

Mr. Thomas answered the proposals came in. The number that is in is sufficient. In addition to the money that is in PBS's budget, there was approximately \$125,000 additional put into contingency, but the bottom line is that PBS's budget has enough to fund the custodial contract.

Alderman Shea asked do they have more than enough or what.

Mr. Thomas answered just enough.

Alderman Shea asked the annual fire alarm inspections, are those conducted by the Fire Department do you know.

Mr. Thomas answered I believe it is being done by an outside vendor.

Alderman Girard stated there is about \$77,000 less in the Mayor's recommendation than what the department asked for. Could you quantify that \$77,000 for us?

Mr. Thomas replied yes. That \$77,000 was taken out of Special Projects.

Alderman Girard asked what was that earmarked for, Mr. Thomas.

Mr. Thomas answered \$30,000 was out of the facility maintenance funds that shifted from CIP. \$350,000 was identified in the CIP and that got reduced down in the process to \$320,000. There were some additional cuts in the outside contracting line item in the operating budget itself.

Alderman Girard asked are you satisfied that the level of funding that the Mayor has recommended will allow the department to take care of its business the way it should or is that \$77,000 a critical number.

Mr. Thomas answered the bottom line, from what I can gather in the short period of time that I have been involved with PBS, PBS is terribly understaffed and under funded and I would like to read a quote that was taken out of one of the proposals that came in and the quote is "Two things are important to clarify here. 1) our

assessment of the current maintenance operations indicates that PBS is understaffed in the corrective maintenance area; and 2) the amount of deferred maintenance is going to come crashing down on your buildings unless something is done soon.” This was a quote that one of the vendors noted in their proposal. To answer your question, I think that PBS all told is under funded. I think that the operating budget that was put together was put together with PBS and myself. I think it is a minimum level of funding. I think the custodial and the PM contract that we will be proposing to you next Monday will be a good first step in helping things along. I think I will be in a much better position come this time next year if PBS is still connected with me to better advise you.

Alderman Clancy stated Frank you and I talked yesterday about the fire station on Mammoth Road and I understand that the Health Department was up there looking at that situation. It is wasn't a City department, they would have shut it down and the firefighters up there at Engine #10 can't go without having a sink that works. They have to do their dishes like anybody else. That should be a priority. I don't know how much money you have left in your budget, but that should take a priority.

Mr. Thomas replied the Alderman to your right also has a request in that he feels is a safety problem in the Weston School, I believe, regarding a safety/security issue and he has been beating me over the head as hard as you have been. PBS's budget this year is terribly in arrears. I met with the Finance Department and quite frankly we are going to be coming into the Board at next Tuesday's meeting requesting, I believe, the balance of the contingency money that is available. The Mayor gave a directive down to PBS in February not to do any other corrective maintenance work other than emergency and granted what you are talking about is an emergency.

Alderman Clancy stated this is an emergency, Frank. This is a health hazard.

Mr. Thomas replied I agree with you. You don't need to convince me. This year, there is approximately \$100,000 more in FY2000's budget for outside corrective measures. I think we are going in the right direction. I will do everything in my power to address your concern and Alderman Pinard's concerns but again we are faced in PBS right now in this year's operating budget with close to \$100,000 in shortfalls.

Chairman Wihby asked how much money do you have for paving next year.

Mr. Thomas answered there is \$550,000 in the CIP and \$100,000 in the Highway Department's budget so \$650,000. Again, that is totally inadequate.

Chairman Wihby stated we were looking for another \$200,000 weren't we.

Mr. Thomas replied I have not seen anything other than what I mentioned, the \$550,000 and the \$100,000.

Chairman Wihby stated but the number was \$200,000 more that we were looking for, right.

Mr. Thomas replied that would be a nice number.

Alderman Shea asked don't we take that out of the Rooms & Meals.

Chairman Wihby answered the Mayor hasn't done that in his budget. We have to remember to do it in ours.

Alderman Shea stated we have to set aside a certain amount of the Rooms & Meals in order to follow what the law is in terms of Rooms & Meals money, isn't that part of it?

Chairman Wihby replied there was a catch this year and I guess we can't do it like we used to do it so we are going to have to revisit that and see what we can do. That is one of the things that Finance was going to go over with us when they met with us.

Alderman Shea asked wasn't there some sort of an agreement that we would set aside a certain amount of money out of the Rooms & Meals rather than putting it all for the project that is forthcoming.

Mr. Clougherty answered it is tied to the bond resolution that you adopted, Alderman.

Alderman Thibault stated I think a lot of my questions have been answered, but just so that I will know exactly where we are at, with these figures here are you somewhat comfortable as to what these new companies that are coming in to in fact take care of these schools and other buildings, are you somewhat comfortable with that to the point that these figures are right. Is that what you are saying?

Mr. Thomas replied yes. As you know, Alderman, we are still in active negotiations with the vendors. We have actually increased one of the proposed costs today in order to provide what we feel is better service and better coverage. I feel comfortable with the money that is in PBS's operating budget and this contingency money is enough to cover the contract.

Alderman Thibault stated, Mr. Chairman, it seems to me that with the \$5 registration fee that we imposed on the citizens of Manchester there was supposed to be \$500,000 worth of new money to pave and as I understand it, there was close to \$400,000 that the Mayor had already appropriated in the budget. Now you are talking about \$500,000. I would like to check that out a little bit if I could here and find out what happened there. Am I right, Mr. Chairman, that with the \$5 registration fee there was supposed to be \$500,000 strictly for paving and as I understood it the Mayor was not going to cut much of his own budget as to what he had appropriated for paving. It seems to me that it was in the \$800,000-\$850,000 range and you are talking about \$600,000 now and that is why I am questioning that.

Chairman Wihby replied I think the \$500,000 we are talking about is the \$5 fee.

Alderman Thibault asked what I want to know is what did the Mayor have in his budget prior to that. It seems to me that it was \$500,000 and then he said that he would take, I believe, \$150,000 out of that. That should leave us right around \$800,000 or \$850,000 for paving. If I heard you right, Frank, did I hear you say something like \$600,000?

Mr. Thomas answered again, the numbers that have been identified in the CIP and in my operating budget with Highway is \$550,000 in the CIP and \$100,000 in my operating budget.

Alderman Thibault asked where does the \$5 registration fee come into this.

Chairman Wihby answered that is the \$500,000.

Alderman Thibault stated but at the time that we talked about this there was a lot more than that in the Mayor's budget for paving. That is what I am questioning.

Chairman Wihby replied I think last year we had \$800,000 or \$900,000 because we took \$250,000 out of Rooms & Meals money and used that. We anticipated doing that again this year so the number would be \$900,000.

Alderman Thibault responded but he is talking about \$600,000.

Chairman Wihby replied well the other \$200,000 is sitting somewhere and we have to figure out where it is coming from.

Alderman Thibault asked could we find out.

Chairman Wihby answered I brought it up and I noted it because we have to find out if we can use the Rooms & Meals like we did in the past.

Alderman Thibault stated I would just like to get an update on that because to me there is a problem there. We have lost \$200,000 or \$250,000 someplace.

Chairman Wihby replied we know about it, it is just not in his budget yet.

Mr. Thomas stated in this year's operating budget there is only \$600,000 for resurfacing, not \$800,000.

Chairman Wihby replied and the additional \$200,000 was going to be used out of Rooms & Meals.

Alderman Thibault asked and we are looking into that.

Chairman Wihby answered yes.

Alderman O'Neil asked with regards to the new custodial contract, are you going to be making a recommendation ahead of time or is that going to be presented to us next Tuesday night.

Mr. Thomas answered as I understand it, there is a special Joint Board of Aldermen and School Board meeting scheduled for Monday night and the Special Janitorial Committee is meeting before that. We hope to have a summary as a minimum with the cost out to the Board for your review over the weekend.

Alderman O'Neil asked but the actual recommendation is not going to happen until that afternoon.

Mr. Thomas answered the actual recommendation will be made Monday night.

Alderman Hirschmann stated I like Alderman Thibault's thinking and I was just going to ask if you could give us the amount in the set aside for that \$5 paving fee. Is that intended to be spent in the next calendar year?

Mr. Sherman replied it is \$500,000 in FY2000's revenues for the Highway Department. That is what they are anticipating to collect.

Alderman Hirschmann asked what about FY99. That is what I am asking.

Mr. Sherman answered FY99 you had it and the report that is in here is dated April 7 and at that point there was \$329,000. We should make \$500,000.

Chairman Wihby asked do we want Mr. MacKenzie to talk or have him wait until next week. Do we want Frank to come back next time?

Alderman Girard answered not for PBS.

Chairman Wihby asked Mr. MacKenzie to make his presentation.

Planning Department

Mr. MacKenzie stated I know all of the numbers if you would like to hear them. We are at #14 in the book.

Chairman Wihby asked what is your new number and tell us why.

Mr. MacKenzie answered just to give you a little preface as to why my number was higher; the only thing we requested in addition was a copier machine. We do have 600,000 copies on our current machine. It is running good but I am nervous that just like a car with 600,000 miles on it, it may go at any time. We were also looking for \$10,000 for a public information program. We have found, generally, that people in the City don't know all of the projects that the City is working on. Nine times out of ten, once I explain to a constituent what the City is doing about a particular project or school or park, they understand and accept that, but they simply don't know the schedule, the time parameters and the amount of money. We were hoping that perhaps this year the City would look at a public information program to get all of this information out to the constituents.

Alderman Girard asked how much is budgeted for the photocopier.

Mr. MacKenzie answered \$8,000. Now if I could just talk about the correction. I am not sure if you want to talk about the total budget dollars or the ones that we will actually deal with.

Chairman Wihby stated \$687,257 is the Mayor's number. What is your number?

Mr. MacKenzie replied there was and I can explain it if you want me to, there is an additional position that was not authorized in the HTE numbers and that total is \$34,861 so if you subtract it, that is a Planner I position, and if you subtract that...

Chairman Wihby asked do you need that position.

Mr. MacKenzie answered I am not asking for a new position. I would ask, perhaps to save a portion of that so that I could have the option to upgrade to a Planner I so keeping the same number of staff, but potentially upgrading and the

reason is that I have lost a couple of people in the CIP program over the past few months. I am having difficulty keeping people and I need those people to keep the projects going.

Chairman Wihby stated I know you are working and Alderman O'Neil has been pushing you to get stuff for the civic center. Is this the time that we need this money in there to have you work with somebody and use this money rather than cut it.

Mr. MacKenzie replied I could certainly use the position. I did not ask for it, but that was last fall. We have 114 CIP projects to work on this year. Certainly, many of those are critical projects. Some are new projects we have been asked to do. I try to keep a very conservative budget but we are stressed in terms of meeting these projects at this point.

Chairman Wihby asked how do you see the economy going. We are hearing from the Assessors that we are not going to get any additional assessments. We are hearing from Tax that their revenues are going to be the same. Do you see the same thing as they are seeing with Planning?

Mr. MacKenzie answered our revenue estimates were just about right on. We had forecast a fairly strong year and at this point I am still forecasting a very strong year. I think one of the interesting byproducts of the Claremont decision will be some increase in property values as the actual cost of owning property goes down as a result of Claremont, perhaps throughout the State, I think that will spur some additional real estate development. I believe we will have, in Manchester, another pretty strong year. There will likely be a recession at some point. We, this time, will be in a much better position than we were in 1989/1990 when that was a very severe recession for the City. I think that for at least the next 12 months the City will be in a pretty good position. We will have some fairly strong growth. We have projects now that are really interesting to real estate developers, from the Riverwalk to the Civic Center, even though the civic center is not up and running yet investors are very interested in the City now just because of the talk of it. We think it will be a very strong year.

Chairman Wihby stated we have been hearing a lot of complaints that Parks is way over their head and they need additional help or whatever and they can't finish the projects and some of them could be done by your department. Is that a possibility that you could bail them out a little and help them if you get this position?

Mr. MacKenzie replied they do have primarily one person to do...they have 10 major projects going this year and that is a very significant number of actual construction projects to handle for one person. I have been encouraging them to

make that known. I think they have been trying to do the work but they do have a tremendous amount of work. We could assist them, but still ultimately if they are Parks's projects they should be under their jurisdiction.

Alderman O'Neil stated in all seriousness, there is a problem with projects getting done at Parks. The City Clerk, we were talking informally earlier about the continued problem with the skateboarders and the damage that is being done to the new City Hall and I think if you talk to businesses around the City the kids are not intentionally doing damage, but they are doing damage. Regis Lemaire says if we build this park, the kids will go to it. The problem is that it has been talked about for two years. It is not a major...you know the 14 of us could probably put it together in a weekend but for some reason it is just not getting done. In all seriousness, maybe Frank could just take that one and run.

Chairman Wihby asked how does the Board feel about keeping the extra position knowing that Parks is behind and we have to get these projects done and we need some help.

Alderman Clancy answered a lot of people in my ward have skateboards. The kids have nothing to do right now. If they get on a skateboard, they are coming down here on Elm Street. They are all around with the skateboards. They keep asking where is the Skateboard Park. I hear that everyday. I say it is coming and the kids say forget it. They look at me kind of funny. I say be patient, it is going to come. We should get that skateboard park done sometime this summer, hopefully.

Chairman Wihby stated Frank is going to take care of that tomorrow.

Alderman Hirschmann stated in the Parks budget there was a new position, but it was a towel boy or something for the building. Instead of funding that, why don't we fund a project manager for a year to get some of these projects done.

Chairman Wihby replied well it was part of the plan to put that position in because we were anticipating...

Alderman Hirschmann interjected that building is not even built yet. That is another thing that is not done.

Chairman Wihby replied well they are behind on a lot of things.

Alderman O'Neil stated I don't want to put the Public Works Director on the spot, but I asked him how do get some of these projects done. You are limited with staff. Frank, you may be able to correct me here, but some responsibility has to fall with the design engineers and the consultants on this and Frank gets everything he can out of them. You may want to come up and help out a little bit and I don't believe with regards to the Parks that the consultants or the engineers help see any of these projects through. They design them and they walk away. Frank can you correct me. I asked that of you a couple of weeks ago and that is what you said to me.

Mr. Thomas replied I don't know how the Parks Department puts out there projects, but normally when we hire a consultant to design say a sewer or an interceptor, we also hire the same consultant to do construction administration and inspection services so we basically bring on that consultant to follow that project through to completion and by doing that we provide general oversight and when there is a problem they come to us with a recommendation. I don't know if Parks handles their projects that way.

Alderman O'Neil stated just my involvement with you, Mr. Chairman, with Livingston, I don't believe that is how it happens.

Chairman Wihby replied no a lot of phone calls go back and forth.

Alderman Hirschmann stated just to finish up, with other construction projects that are going to happen, there is like a new Police Station coming, the Police Chief shouldn't be the contractor or the project manager. We really have to have somebody in the City that PM's the job and hands it over to the department head. The department head shouldn't be the project manager.

Chairman Wihby stated I think it is a little different when you are talking about a building compared to doing something with a park.

Alderman Hirschmann replied the parks are extensive projects though.

Chairman Wihby stated at the Police Station there is somebody, a construction manager, to handle it.

Mr. MacKenzie stated I will note, Mr. Chairman, that our office has actually done development work before. Our office developed the Neighborhood Resource Center. We have worked with others in the City Hall and School projects but that is not really our forte. I mean we can do that but our forte really is in the planning, design and coordination. The actual construction work, you know we have

worked with Highway and they do a good job getting the construction projects done, but normally our forte is before the actual shovel hits the ground. The preplanning, the design, etc.

Chairman Wihby asked that is most of the delay, isn't it, to get that far.

Alderman Thibault stated I would like to say that two weeks ago I believe Alderman Cashin and myself got plans for the Skateboard Park on the West Side. The plans are all made. I don't have a start-up date as to when they are going to start construction but the plans are all made and Alderman Cashin and I have both seen them.

Alderman Clancy asked what is the hold up.

Alderman Thibault answered I don't know at this point. We just saw the plans two weeks ago.

Alderman Cashin stated in talking to Ron Ludwig he told me that he has to get some okay from the State of New Hampshire because that is State land and that is what he is working on now. In all fairness to Ron, I think he has done a pretty good job. There are an awful lot of projects going on in this town.

Chairman Wihby replied I don't think anyone is cutting up Ron. We are talking about whether there is an extra position needed somewhere.

Alderman Cashin responded it sounds like you might be and if we have a problem with Ron, lets call him in and talk to him because with all the projects going on and I am sure every Alderman has called him about taking care of a Little League park or making sure the stone dust is down and this takes time. I am sure that maybe Frank could help him out in some areas and I am sure he would if he can and I am sure that Ron would be more than happy to cooperate with him but if we are going to discuss Parks & Recreation, lets get them in here and talk to them about it.

Chairman Wihby replied I agree. They are going to be coming in. I just wanted to make sure that...I am not knocking Ron. I know that he has a lot of projects and I know that he should have some extra help. Maybe he is afraid to come forward and ask for that help but you (Mr. MacKenzie) are looking for some sort of a half type of thing and he is looking for somebody that he is probably not asking for yet and I thought maybe if we gave it to you (Mr. MacKenzie) and you made sure that you oversaw some of the projects that he is doing and worked with him then we could leave that number in there and we would have an extra position that actually helps it. I am not saying that he is not doing his work. I think they just have so

much to do. There is a lot of money spent on the CIP project that he is doing and there are a lot of parks out there and I think a lot of things fall through because he doesn't have enough staff. I don't know if it is right to give it to Bob or give it to Ron because it is his department but you (Mr. MacKenzie) have the extra money and I just assumed that maybe you could help him out with doing some of that because CIP basically is yours anyway and you guys should be working together. Do you think you should have it or does he deserve it?

Mr. MacKenzie replied I would be happy to have the extra position as we could certainly use it, but I would, if it was to assist Parks & Recreation, I would prefer to do it in a discussion with Ron Ludwig and the Board rather than perhaps deciding unilaterally.

Chairman Wihby asked why don't you talk to him and you guys can prepare something for the next meeting and tell us how it will work out.

Alderman Shea asked what is the bottom line subtracting that position.

Mr. MacKenzie answered it would be \$652,496. I would request though, that if that position is being cut out that a little bit be left over so that I could consider a promotion to the Planner I. That would assist our staff given our workload.

Chairman Wihby asked how much is that.

Mr. MacKenzie answered approximately \$8,000.

Chairman Wihby asked so you need \$660,000.

Mr. MacKenzie answered yes.

Alderman Shea asked didn't we just have the Yarger Decker study. Are you asking for some abbreviation of that?

Mr. MacKenzie answered I am asking that it be considered that this Planner I actually stay. In essence, I would lose another position. Given our workload, even since Yarger Decker was done, I think we clearly warrant that position.

Alderman Shea asked was that discussed at the time.

Mr. MacKenzie answered this position has actually evolved. We lost a couple of people and we have some new people in. We have had to give these new people work which perhaps we never would have imagined giving the previous people.

Given the time since we interviewed, the tasks for that position have changed significantly.

Alderman Girard stated this night is getting more interesting. I find myself agreeing with Alderman Cashin. Inadvertently, Parks & Recreation has gotten a black eye tonight and I don't think anybody intended that but if we are going to discuss Parks & Recreation and various projects and items they really should be here. To Mr. MacKenzie, Parks projects and the Parks departments needs for assistance aside, are you saying that while you did not ask for the Planner I position you certainly could use it.

Mr. MacKenzie replied that is correct.

Alderman Girard stated, Mr. Chairman, the Planning Department, of all the departments that deal with economic development in the City are probably the most vital and if there is any department that should be adequately staffed it is the Planning Department because their success in moving projects forward inevitably transfers into added value to the tax base and additions to the economy. I think we should probably consider adding that position to Mr. MacKenzie's department separate from the discussion about Parks & Recreation and perhaps we could address the issues with Parks & Recreation and see what their needs in that area might be. Candidly, also, I would have concerns about asking the Highway Department to assist yet another department in the City because while Mr. Thomas does things very well, he, in the last few months has inherited PBS, Aggregation, the Amoskeag Dam and God knows what else. I would have some concerns about overloading the Highway Department. I would think that we would want to take a look at the internal needs of each department and deal with them individually rather than try to patchwork things together to try to get by because inevitably I think that is going to hurt us in the long run.

Chairman Wihby stated I was trying to be conservative and give him a position and let him help Parks, too.

Alderman Girard asked, Mr. MacKenzie, would the addition of a City Coordinator, the reestablishment of that position, assist with economic development projects and other things down the line.

Mr. MacKenzie answered certainly some of the activities that the former City Coordinator did have been assumed into our department.

Chairman Wihby asked are revenues going up more than that.

Mr. MacKenzie answered we are pretty much on what our revenue projects had been.

Chairman Wihby stated they are lower than last year.

Mr. MacKenzie replied we should be close to what our projects were last year. I know that number got tweaked a little bit, but the \$337,000 was what we had projected originally and we are going to be just about right on that this year. That is what we are projecting for next year. Again, we have to estimate what the economy is going to be and we estimate that it is going to be about the same.

Non-Departmental

Chairman Wihby asked do we want to hear about non-departmental before we hear from Mark. What page is that on? Sean, have the numbers changed from the sheet.

Mr. Sean Thomas replied no, they haven't changed.

Alderman Girard asked is there a breakdown for civic contributions available. There is just a blanket recommendation, sorry, I am looking at the wrong line.

Chairman Wihby asked who is going to do it. Are you doing it, Sean?

Mr. Sean Thomas answered contingency; the Mayor did bring the contingency number up to \$250,000 in his recommended budget. I think as you are aware, we are basically out of contingency at this point this year which is a little on the close side so he felt that an increase would be justified to make it easier in next year's budget. Civic contributions are up by a little less than \$1,000. The main reason for that increase is that we moved more money into the Independence Day celebration for the fireworks. The director asked that the number be increased to \$15,000 and we were able to adjust it out of the individual line item for civic contributions. Non-City Programs. There was a slight increase there. Southern NH Planning requested an increased. They said it was an increase that they have been due for the last three years that we never budgeted for. The Mayor fully funded Mr. Sharma's request for that.

Chairman Wihby asked what about the Conservation Commission.

Mr. Sean Thomas answered last year's budget for the Conservation Commission, the salary was left out for their intern. They asked that it be restored to the previous year's level.

Alderman Hirschmann asked what are we getting for the League of Cities. What is that?

Mr. Sean Thomas answered the National League of Cities is like the Municipal Association. It has representatives for Federal issues.

Chairman Wihby asked safety review has gone up.

Mr. Sean Thomas answered that is...Harry has asked that it be increased the last two years. Last year we kept it done, but once again his numbers are up so the Mayor decided to meet his request.

Alderman Girard asked on the Safety Review Board number, Mr. Thomas, I understand there was a request for an increase but I don't remember that the Safety Review Board has ever spent its entire appropriation.

Alderman Clancy answered they have this year.

Alderman Girard stated not according to the numbers I have seen.

Alderman Clancy stated we are flat even right now.

Chairman Wihby asked about motorized equipment.

Mr. Sean Thomas answered you actually have a budget in the front pocket of your black binder indicating what priorities are being funded on that. Since you level funded that we just went with different priorities according to that number.

Chairman Wihby asked is everybody happy with that as far as their departments go.

Mr. Sean Thomas answered they find it acceptable. I wouldn't necessarily say that some of them would be happy about it.

Alderman Shea stated 914, Employee Medical Services that comes up quite a bit.

Mr. Sean Thomas replied I will defer to Mark Hobson on that one.

Mr. Hobson stated the Medical Services were increased for two reasons. One is increased drug testing for commercial drivers license operators. The second is for the amount of employees that have been hired for the School Department. The medical testing is a little bit more stringent this year, but it is predominantly

charged by the amount of people that School has hired that must receive the pre-employment physical.

Alderman Shea asked do we have our own physician that does that or do they go to their own.

Mr. Hobson answered it is a contracted service arrangement.

Alderman Girard asked on MER, has the Fleet Advisory Committee issued any recommendations yet as to which personnel in which departments should have what cars or are we still doing it as we have always done it and just kind of doing it as we go. That Committee was formed four years ago. Has it made any recommendations?

Mr. Sean Thomas answered the purpose of the Fleet Committee has really gone in the direction of wanting to consolidate services but the Committee, itself's purpose is not to prioritize either vehicle purchase or prioritize the need for vehicles in the departments.

Alderman Girard asked that is not my question. My question is, who is determining first of all which personnel should have cars and what those cars or trucks or whatever they are should be. I was driving around today and I saw that the Health Department had a mini van. That kind of caught me by surprise. Who is determining who should have vehicles and what those vehicles should be? That was also one of the things that the Fleet Committee was supposed to do.

Mr. Sean Thomas answered there were standards put forward by the Fleet Committee by the position on what type of vehicle would be needed. We did have a Fleet Manager and that was Mr. Houle who was designated by the Board to serve in that position. Right now, its defacto would be Frank Thomas.

Alderman Girard asked were those recommendations ever sent to the Board of Aldermen for review.

Mr. Sean Thomas answered they were sent for review and their approval two years ago.

Alderman Girard asked how long ago.

Mr. Sean Thomas answered two years ago.

Alderman Girard asked would it be possible to have those recommendations forwarded to members of the Board. I don't ever remember seeing them.

Mr. Sean Thomas answered yes; it can be forwarded to members of the Board.

Finance

Chairman Wihby stated the next three items, School Deficit, Maturing Debt and Interest on Maturing Debt.

Mr. Clougherty stated you have a handout relating to the school deficit number. You may recall that as part of the deficit last year we adopted a joint resolution with the School Board and the purpose of that resolution in part was to make sure that the spending was covered through an appropriation and through a tax setting process and what was agreed was to do that over two years. This is the second part of that. If you take a look at that first sheet you can see that in FY99 the deficit as determined by the independent audit was \$1,248,802 but of that only \$200,000 was actually appropriated as part of last year's budget to cover that so you have a balance of \$1,048,802 from an appropriation standpoint. Now from a tax standpoint last year, you have the same deficit, \$1,248,802 and when the tax rate setting was done and we discussed it with the Board, \$800,000 was raised in taxes and the rest was from fund balance so you wouldn't see a big spike. Now the balance that needs to be raised in taxes is that \$448,802 and that would result in a fund balance of \$600,000. If you take a look at the sheet that has the blue lines on it, you can see that what we have done there is the Mayor's budget number was \$1,034,119. The reason he used that number was that it was our best estimate before the independent audit was completed so you can see that was relatively close once the audit was done. You can also see on the bottom line there the \$600,000 that would be used to reduce taxes. So that completes the two-year transaction and that is how it has been presented in the budget.

Chairman Wihby asked so is \$1.034 the right number or is it \$1.048.

Mr. Clougherty answered the \$1,048,802 is the number. That is the number that is in the independent audit that was approved.

Chairman Wihby asked so that number has got to change.

Mr. Clougherty answered right.

Chairman Wihby asked explain to me why we can't go higher than the \$600,000 for the fund balance.

Mr. Clougherty answered because if you recall from the presentation by the auditors, we only have an undesignated fund balance of about \$475,000 and you will recall the auditor said that they felt that was about \$500,000 lower so by going

through this transaction you create \$600,000 in fund balance that can be applied. You do not want to draw down all of your fund balance, all \$475,000 so this creates \$600,000 that can be applied.

Chairman Wihby asked why couldn't it be \$700,000.

Mr. Clougherty answered we will look at that. As we get closer to the end of this year we will have a better handle on what is happening with the expenses and the revenues. We will have those reports in another week.

Chairman Wihby stated well it shouldn't matter what happens to the revenue, it is only the expenses.

Mr. Clougherty replied well it is all that contributes to the fund balance.

Chairman Wihby responded well with revenues we have the stabilization so that should take care of your revenues. These are two separate things.

Mr. Clougherty replied well it is a split when you do your fund balance calculation so yes, we can take a look at that and we will try and do better but at this point in time, the \$600,000 based on this calculation is, we think, certain.

Chairman Wihby asked explain to me why a decrease in revenues is going to affect my fund balance.

Mr. Clougherty asked an increase in revenues this year.

Chairman Wihby answered yes. Why is a decrease this year in revenues going to affect my fund balance that I use in this number for next year's budget.

Mr. Clougherty replied what I am saying, Alderman, is that if we take a look at this year's budget and where we are going we have been looking at decrease but as we are getting close to the end of the year those numbers are getting better. It may be that the numbers will go the other way.

Chairman Wihby stated your comment said revenue and expenditures. We know we are going to have expenditures left over. We know that revenues might be down but the revenues being short would go to the stabilization and use that, not used for the fund balance.

Mr. Sherman replied you are right but what happens is the fund balance doesn't increase so you don't have more in the fund balance to use, you are staying level and where you are starting at such a low level now, I am not sure that you would want to tap into that amount. Again, it is only around \$400,000 or \$475,000 I think is what Kevin said. If your revenues are short, you are right Alderman; you tap into the rainy day fund. You hit that revenue stabilization and it takes care of your current year's deficit but your fund balance doesn't change. Now if you get more in revenues, then your fund balance actually goes up and you can use it.

Chairman Wihby stated we did the Stabilization Act because we knew that someday revenues were going to be lower than what we expected. What I don't want to happen is or if it happens it is fine but this Board should decide, I wouldn't want that we are going to say we are going to use the fund balance to address the shortfall in the revenues and so we don't touch the Revenue Stabilization Act. This Board should decide if that is what they want to do.

Mr. Sherman replied that couldn't happen. Based on the way the ordinance is, you have to use that revenue stabilization if you have a current year's operating deficit. Which if you have a shortfall in your revenues, then the rainy day fund automatically kicks in and it will cover that deficit.

Mr. Clougherty stated if we get towards the end of the year and we start to see revenues coming back and getting stronger, that could contribute to something positive and that might have an affect on raising that number to \$600,000 and that is what I am saying.

Chairman Wihby stated if we anticipate usually 1% or \$1 million left over in the budget for expenditures that the departments don't spend. Tell me why we can't use higher than \$600,000.

Mr. Sherman replied because what it does and the way the Revenue Stabilization Ordinance is, is it looks at your current year's operating deficit so if you are short \$2 million in your revenues and you have a surplus on the expense side of \$1 million, you still have a deficit of \$1 million. That \$1 million is what comes out of the rainy day fund. It doesn't pull out \$2 million, it only pulls out the \$1 million and then your undesignated fund balance actually stays the same.

Mr. Clougherty stated so the key for that number to change is to have the departments perform and turn back and see if in the last quarter here the revenues come up and we don't have to tap into the rainy day then you may have something there that we can add to it and we are seeing that happen. I think everyone that spoke tonight has been a little bit more optimistic about their numbers for this

year. There are still some that are on the cusp but that might turn around and we have to look at that.

Chairman Wihby stated I want to ask you the same question, Kevin, because we get different answers from different people. Bob MacKenzie says that Planning is doing well. He is optimistic about the future. Leon, are you optimistic or right where you should be or where are we with Building? Level. The Assessors are predicting level or not much more. Where do you see us going?

Mr. Clougherty replied I see the economy goes through trends. What happens usually is you go through a trend where you see some things really solid and happening. We have been going through that but next year it is going to be a bit of a transition. It will be a little bit skittish I think. There will be some that will do well and there will be some that won't perform. I don't see them dropping off the end of the world. I think you are going to be flat with a chance to perhaps increase and the reason you may see that increase in the first three-quarters. The big variables that you will have to nail down for revenues will be obviously with School and that is what we are trying to work out with the State and we have been told that we will have those revenues on Thursday and then to also make sure that the tuition side of the equation is worked out. What students are going to come in and when they are going to be billed. Once you have those numbers in there, I think you have cause to be fairly optimistic. Even in our worst recessions we have always been able to remain flat. I think you are going to have a mixed year. I think it is going to start out and be strong and I think it is going to tail off towards the end.

Mr. Clougherty stated the next handout is with respect to debt service. On that sheet you can see that what we have broken down is principle and interest and debt service by the major categories. Total actual commitments, that is a debt service that we have to pay for bonds that have been issued. The principle is \$13,709,889. The interest that we actually have issued and have to pay and have an obligation to pay is the \$4.7 so your total debt service for the year based on what have already been issues is \$18,427,776. We also have somewhere around \$20 to \$25 million worth of projects that have been approved. Remember, the numbers that we gave you, the \$18 million, that is based on bonds that were issued over a year and a half ago so we have been having other things approved since then and it is now in the normal cycle every year and a half that we go out and do a bond sale of about \$20-\$20+ million. Our projection of what that additional principle and interest payment on the \$20 million would be is about \$2 million in principle and \$1.5 million in interest and \$3.5 million overall. As I have said to you, Alderman, the \$3.5 million that is there is projected for a full year. In other words, one of the problems that we have been trying to plan against is the uncertainty of cash flow as a result of the Claremont decision. If, for some reason,

it looked like Claremont wasn't going to be settled or there was going to be some way that this thing was going to proceed that would leave us cash short in the first part of the year, you want to be into the market soon and get as much cash to replenish the general fund for the capital projects that we fund. So that is why we put those numbers in. As we get closer on Thursday to the actual cash flow that will be coming from the State, we will be in a better position to see if we are going to need to do that. One of the things that the Board is going to have to consider is setting the billing for this upcoming bill.

Chairman Wihby asked when is that due. Is it soon?

Mr. Clougherty answered traditionally we would have, by May 15, made decisions about the tax bills and got that into the Info System so that you can get the bills out by June 1. What is happening this year with the Claremont settlement, if you listen to what the Governor and the Department of Revenue Administration are saying, is that you should be taking one half of your prior year the way you always had and use that for the billing that should be going out now so that all of the cities can get that out and collect taxes. The reason for that is because if you look at the distribution of the funds from the State, we are only going to get 1/8 payment in July and 1/8 payment in September so in the first half of the year you are only going to get 1/4 of those funds so understanding that the State is only going to give you 1/4 of what is coming, their rationale is that we should do the half billing as we always have, you will collect those taxes and that will offset that cash reduction from the State in the first quarter then you make the adjustment in the second billing. That is when taxes would actually go down and people would see a reduction in the rate.

Chairman Wihby asked shouldn't we decide what cash flow is necessary before we do that.

Mr. Clougherty answered that is exactly what we have been saying, Alderman. Once we have that number, we are going to take a look at that. As a result of all of that analysis, it shows that there is an inclination by the Board to do what the Governor is recommending for this one year because then next year it gets into a more normal cycle then I think we can perhaps change our strategy on when we would issue these bonds and that might have a savings in terms of the debt service but we have to get that one piece straightened out first.

Chairman Wihby asked which is Thursday.

Mr. Clougherty answered we have been told by DRA that they will be handing out the numbers on Thursday and we have not heard anything to the contrary. Once we get that, the School Department is currently working on a cash flow projection. We are doing the same thing and we will be able to come in hopefully next week is what we had projected and if everything goes right we will be able to say here is the cash flow for the year and that may dictate how you want to do your bills and that will in turn dictate the need for this additional bond.

Alderman Clancy asked will the citizens of Manchester see a tax reduction this June or is it December. When are they going to see it?

Chairman Wihby answered this Board is going to have to decide what we send, but what we are hearing is that the monies coming from Claremont aren't going to be enough to get us through the first part of the year.

Alderman Clancy asked we are going to get $\frac{1}{4}$ of the money.

Chairman Wihby answered yes so our recommendation is probably going to be send the tax bill out as half of last year's initially in June and then in December is when they will actually see the decrease.

Alderman Clancy stated I want to give the citizens of Manchester back as much money as possible myself.

Chairman Wihby replied the matter is going to be if they get it back in June or in December.

Chairman Wihby asked City Clerk, have your numbers changed.

Clerk Bernier answered no, I would just like to review them and I will come next week.

Chairman Wihby asked do you want to do it next week or now.

Clerk Bernier answered I would rather do it next week just to make sure.

Chairman Wihby asked have your department numbers changed.

Mr. Hobson answered yes. I have a handout from my department if you would like me to do that. Do you want me to do my department?

Alderman Cashin stated not if the numbers are not right.

Chairman Wihby asked do you want to talk about Yarger Decker now.

Mr. Hobson answered if it is all right with you; I would like to wait until the next meeting as well.

Chairman Wihby stated we have a problem on the date of the next meeting. We can't have it on Wednesday, 4/19. We can do it on Saturday, 4/22.

Alderman Pariseau replied I have graduation.

Alderman O'Neil asked what about starting early on Monday.

Chairman Wihby answered there is a Special HR meeting and a Finance meeting. Do we want to follow the 6:30 PM meeting on Monday?

Alderman Pariseau stated we have the Airport Advisory Committee at 5:30 PM on 4/17.

Chairman Wihby stated we are talking about the following week.

Chairman Wihby stated we can't do it Monday or Tuesday and we can't do it Wednesday. We can do it Thursday or Friday of next week or we can do it on Monday after our regular hearing since we are here anyway.

Alderman O'Neil asked would that give us enough time.

Chairman Wihby answered well we would have had all the numbers on 4/18 and would have sent the number so we can't change the number anyway.

Alderman O'Neil asked why couldn't we have the numbers on Monday night, 4/17.

Chairman Wihby answered we can't have a meeting. The whole thing is booked. There is a 5:00 PM, a 5:30 PM, a 7:00 PM and then another meeting afterwards.

Alderman Girard asked when is the joint meeting with the School Board.

Chairman Wihby answered 4/17.

Alderman Girard asked is that going to be a short meeting or is that a meeting that we can reschedule until we get some of this budget stuff taken care of.

Alderman Cashin stated we couldn't cancel that meeting.

Chairman Wihby stated we want to talk about the custodial contract on that day. Frank, is that going to be a long meeting.

Mr. Thomas replied it is going to be an hour tops.

Chairman Wihby asked do you think you would have enough time to get your numbers if we have the meeting following the School Board meeting.

Mr. Sherman answered it only looks like there are eight departments that changed and I can't imagine that there is that much between the two.

Chairman Wihby stated well you have to check with all of them and make sure and have them all respond back with a 1% cut with the new number.

Alderman Girard stated lets do it on 4/17 after the School Board meeting.

Alderman Shea asked, Leo, what time does the School Board meeting start.

Clerk Bernier answered 7 PM.

Alderman Shea asked maybe we should move it up.

Chairman Wihby stated after the School Board meeting on 4/17 we will meet.

There being no further business to come before the Committee, on motion of Alderman Thibault, duly seconded by Alderman O'Neil, it was voted to adjourn.

A True Record. Attest.

Clerk of Committee