



CITY OF DOVER

## CITY COUNCIL – MINUTES

Meeting Type: Workshop  
Meeting Location: Council Chambers - 288 Central Avenue, Dover, NH 03820  
Meeting Date: Wednesday, May 20, 2009  
Meeting Time: 7:00 pm

**Present:** Mayor Myers, Deputy Mayor Trefethen, Councilors Callaghan, Carrier, Cheney, DeDe, McCusker, Scott and Weston.

**Also Present:** City Manager Joyal, City Attorney Krans and City Clerk Lavertu.

Councilor DeDe led the Pledge of Allegiance.

### 1. BUDGET REVIEW

#### A. HUMAN SERVICES

City Manager Joyal said the Human Services budget is essentially flat, with a \$3800 decrease, and referred the Council to Page 401 of the Budget book. He said the major changes to the budget are salary freezes, a wage reduction by the department head, and a decrease in insurance rates. He referred to Pages 404 and 405 of the Budget book, Line Item 441, McConnell Center rental charge, which was moved out of Line Item 492, an adjustment of \$12,000. He discussed the General Assistance portion of the Human Services budget, which showed adjustments in utilities and a reduction in medicinal supplies. He said the Human Services Director Poulin and her staff have worked with local vendors on a discount program, through which the City will realize some savings. He said the department is also sharing resources with the Community Action Plan, which has offices in the McConnell Center, and that has provided savings of \$5,000 in the food assistance line item. He referred to the upward adjustment for heating oil to address the shortfalls from the State and Federal Program.

Mayor Myers asked how many requests there were for Human Services, and if they were above and beyond an average year.

City Manager Joyal said there were year-to-date and month-to-month comparisons in the City Manager's Report. He said generally speaking, the number of contacts has increased, but the amount of support and the number of people that qualify for benefits have remained relatively flat.

#### B. LIBRARY

City Manager Joyal invited Library Director Cathy Beaudoin to speak to the Council regarding the budget for the Library. He said she will not be giving a PowerPoint presentation.

Ms. Beaudoin said she was at a conference in Attitash and sat through a 1½ hour PowerPoint presentation, and she wasn't willing to do another one with the Council. She said the topic of the conference was "Become a Better Advocate for Your Library." She said the conference tried to demonstrate how to become a more effective spokesperson for the Library, how to spread the word of all the services the Library provides, and how to claim a piece of the funding pie. She said this is why she decided to present her budget in a different format this year. She wanted to take a bigger picture view about libraries and what the City's library does, because libraries all over the country are facing funding challenges, particularly this year. She said for the Dover Library this is actually the third year in a row that they have faced challenges – "challenges" being a euphemism for reductions. She said



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this is the third year in a row that the Library's budget is being reduced, even though the Library is busier than ever, providing for a larger segment than ever, and is helping people cope with the economic times more than ever. She referred to all the articles and reports stating that Libraries are getting busier than ever in these economic times, while funding is decreasing. She felt the best way to advocate for the Dover Library is to tell the Council more about their operation and how many people they serve. She said anyone who doesn't use the library doesn't understand what goes on in a modern public library. She said she rarely gets to speak to the Council, because she is not usually asking for resolutions for big ticket spending items, and she wanted to take this opportunity to bring things to the Council's attention. She was thankful that the Council didn't get any complaints about the Library services. She wanted to express how critical and essential the Library is to the quality of life for so many people in the City of Dover. She wanted the Council to know one statistic that astounded her. She said they recently installed electronic people counters on the doors. She thanked the Friends of the Library who donated \$768 to pay for that. She said since March when they were installed, the Library has had an average of 4,300 people weekly coming into the Library. She said for the month of April a total of 17,207 came to the Library, which is more than half the population of Dover. She said Libraries used to just count circulation as a measure, and it has increased 7.8% since fiscal year 2006, and anticipates topping the 300,000 mark for the first time. She said there are many other reasons people visit the Library. She said at least 1/3 of the Library's visitors are children and teens. She said 1/3 of the budget, 1/3 of the staffing, and 3/4 of the Library's programs are for the youth. She said they have six story times a week, craft sessions, movies every Saturday, two summer reading programs, entertainers, contests, and book clubs. She gave reasons why people are coming into the library besides checking out books: to use the computers, internet, Microsoft Office Suite, and to learn email. She said the library staff shows many people daily how to set up email accounts, and helps them fill out job applications. She said they use the computers to do their resumes, use eBay. She said it's not all serious stuff. They do a lot gaming and chat rooms. She said a lot of people print their boarding passes for flights. She said the Library has over 30,000 users of the internet at the Library per year. She said people come in to use the typewriters, copy machines, microfilm, and free WiFi service. She said at 8:50 am there is usually a line of people waiting, half of whom want to read the daily newspapers and latest issues of magazines. She said people come to the Library to use one of the 22 databases that can be tapped into with their library card to find information that is not freely available on the web. She said over 5,000 children came in for story time last year. She said during February through April the AARP volunteers helped 337 people file their income tax returns, which brought \$210,000 in refunds to the Dover area. She said they also have federal tax forms available from January through April, and will print forms from other states. She said they are a site for tutoring, and offer rooms to study quietly. She said they have meetings rooms, but since they started charging for their use the usage has dropped in half. She said the people come in to do historical and genealogical research, and the library's historical room is rated one of the top three in New Hampshire. She said they are a teen hangout after school, and the teen loft is busy every afternoon. She said the Library is a place for parents to send their children after school until they can pick them up, even though she finds that a less desirable feature of the Library. She said they are also a haven for the homeless, because they can't



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stay at the shelter. She said a lot of people come into the Library to use the bathroom. She said they also answer reference questions, averaging 476 questions per week, 272 per week, and over 2 million virtual visits to the library's website. She said the online services have really helped the library staff. She said people can use the databases online from their homes. She said they have a huge historical website with all kinds of data, genealogy, and history for Dover, including 900 scanned photographs. She said the photographs are averaging 55,000 uses a month, when before they were kept in a wooden case that few people looked at. She started to discuss the Library's budget and wanted to refresh the Council's memory. She said in FY08 the Library was level funded, with a 0% increase. She said due to contractual wage increases, insurance increases, utilities, and all the things the Council knows about, this resulted in the layoff of a full-time Librarian II position. She said in FY09 the Library's budget was reduced by 5.2%, \$60,000, and resulted in removing 57 part-time hours per week, and two vacant positions were left unfilled. She said they were overextended at times, but they did maintain hours, and increased the number of volunteers. She said they used to help people by showing them where the books were that they were looking for, but now with the long lines, they just point to the area where the book is in the Library. She said she hates doing that, but even she has had to do it. She said in this year's FY10 budget she requested a 3.5% increase, \$37,284, to maintain levels. She said she met with the City Manager, and he made reductions of \$51,767 to the budget, \$14,483 below FY09 levels, 1.3%. She said she has to cut 27 more part-time hours per week. She said this really impacts the Library's ability to stay open for the current schedule. She said the Library has 42 accounts, 25 of them are reduced or level funded from FY09, and the other 17 have a total increase of \$18,288. She said half of that, \$9,000, is health insurance, which she understands will be going down. A \$427 increase is for other insurances. An increase of \$1,800 is for the retirement contribution. \$673 is an increase in longevity. She said those were all fixed costs. She said approximately \$6,342 is discretionary spending. She has put in \$400 for medical services for a checkup for a new hire in 2010, because someone will be retiring at that time. She said she also has \$500 for advertising for the position, and for a few Page positions that may be moving on. She said has a \$500 increase for cleaning the new rugs that will be put in this fall. \$107 is for an increase in postage. She said there was \$447 for maintenance charges of equipment, for mandatory testing of the elevator. She said there was an increase of \$450 in all the supply accounts, \$15 in printing and binding, and \$20 in dues. She said the major increase in spending was \$3,900 to purchase three computers to replace three 8-year-old computers at the adult circulation desk, which are critical to the Library's operation. She said the total FY10 proposed appropriation is \$1,059,646, almost \$44,000 less than FY06, 4.1%. She said this resulted in fewer books and publications. She said a total of 124 hours, equal to 3 FTEs, have been cut in three years, 18% of total of staffing or 24% of front-line staff at the circulation desks. She said she will have two part-time employees that will be reduced to 5 to 6 hours per week. She said she is concerned about the low staffing levels and with safety, because they attract more than their fair share of the mentally ill and emotionally disturbed individuals. She said at times they become social workers, counselors, policemen, and mediators. She said the proposed 13.48 FTEs at the Library are the lowest for comparable libraries in the State, and Dover's circulation is higher than six of the eight comparable libraries. She said the with the proposed FY10 budget, she has had to take the



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inevitable step of reducing hours, to 11 hours and not the reported 9 hours, going from 63.5 hours per week to 52.5 hours per week. She said the hours included: three hours Wednesday evening, four hours on Sunday, and four hours on Saturday. She said Wednesday was the slowest evening of the three evenings the Library is open. She said Sunday was the most expensive day to be opened because the union contract requires overtime pay for some employees. She said it really kills her to reduce the hours. She said whenever a survey is done, the number one response is to be open more. She went over the cost savings for these closing: Wednesday evenings, \$6,387; Saturday, \$8,015; and Sunday, \$9,337; totaling \$23,739, plus the corresponding decrease in electricity and heat, totaling \$5,538. She said the total cost savings for closing the eleven hours is \$29, 277 per week. She listed the other libraries open 50-55 hours per week, and said it is not the category Dover should be in. She said her restoration priorities, if the Council considers restoring these hours, would be Saturday afternoon, Wednesday evening, and finally Sunday afternoon. She said this third year of reductions has caused a malaise with the Library's staff. She says she has a staff of overachievers, and it bothers them that they are offering less. She said they recognize the need in the community, and that the Library matters. She said the Library's budget is 1.26% of the total budget, and asked that the Council consider restoring \$30,000 in the Library's budget, which would allow current hours and programs to be maintained. She also noted that the wooden sign would have to be changed, and she didn't want to do that. In conclusion she thanked Friends of the Library for their support and their financial contributions of \$15,000 this year for speakers, entertainers, computers, prizes, printing costs, furnishings, and all of the museum passes. She also thanked her staff, who has persevered through thick and thin, and kept their frustrations private, while presenting a helpful, cheerful, and resourceful face to the Library's customers. She asked the Council if they have any questions.

Councilor Weston thanked Ms. Beaudoin for her presentation. She referred to Page 399 of the Budget book; it shows publications for the entire actual year was \$1,119, and the proposed budget is \$2,000.

Ms. Beaudoin said that was correct.

Councilor Weston said the budget indicated that the City Manager proposed that the Department request \$12,000.

Ms. Beaudoin said it was the Library fines account. She said the publications budget was reduced \$87,000. In order to buy publications and serials, they have taken that money out of fines.

Councilor Weston asked why the Library couldn't borrow money from that account to pay for Saturday's hours.

Ms. Beaudoin said State law regulates the use of fine money, and it has to be for things and materials, not hours worked to pay staff.

Mayor Myers thanked Ms. Beaudoin for her presentation, and he agreed that it definitely was not the direction he wanted the Library to be going.



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### C. RECREATION

City Manager Joyal invited Recreation Director Gary Bannon to give his PowerPoint Presentation on the Recreation Department's budget.

Mr. Bannon said Ms. Beaudoin was a tough act to follow. He said his sentiments are very much the same. He said the need for services has increased. He gave his PowerPoint presentation to the Council.

Deputy Mayor Trefethen asked about the rent for the McConnell Center that the Recreation Department pays. He said there have been many complaints from the citizens that the Recreation Department has to pay rent when they didn't pay rent at the Butterfield Gym. He said that isn't a true statement. He said what is true is that the Recreation Department has a line item on Page 348 of the Budget book where it pays rent for the McConnell Center. He said when the Recreation Department was based in the old Butterfield building, there wasn't a line item that stated rent, however, the Recreation Department did pay the general expenses for the building. He said the same was true of other departments that moved to the McConnell Center, such as the School Department. He said he has urged the City Manager to put in a line item for each department for "rent", to see what each department would pay. He said to call it rent or building services, it is the same thing.

City Manager Joyal referred to Page 269, where it does account for buildings and multiple department uses. He said the City Hall cost \$265,000 in general maintenance; divide that by the square footage for each department, and that would be the amount they pay.

Deputy Mayor Trefethen asked about the scholarship program and if it is included in his budget for this summer.

Mr. Bannon said that was correct.

Deputy Mayor Trefethen said the funding for the Cochecho Arts Festival and Fireworks are not in the proposed budget.

Mr. Bannon said that was correct.

Deputy Mayor Trefethen said part of the reduction in the Recreation Department budget is that item being removed.

Mr. Bannon said that was correct, \$10,000 for the Cochecho Arts Festival and \$15,000 for Fireworks, 1/3 of the total reduction.

Deputy Mayor Trefethen asked if the Senior Center would see a reduction in hours.

Mr. Bannon said they cut an hour per day last year, but right now they are just looking at the hours. It is not reflected in the budget at this time. He said staffing for the Senior Center is increasingly coming out of the funds the Senior Center raises through membership fees and activity fees.

Deputy Mayor Trefethen referred to the gentleman who spoke during Citizen's Forum about raising the fees for non-residents an additional \$10 per year, which amounted to approximately \$2,000 per year. He asked if it would affect the operations of the Senior Center if that money was not realized.

Mr. Bannon said this is a touchy subject, because it's kind of a "Catch 22." He said there are many people who said they won't sign up, so he can't guarantee the \$2,000. He said one argument is to keep fees low, and we'll get more participants, which is his goal. He said they separated out resident and non-resident members last year, with non-residents paying



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more. He said this year they are again raising non-resident fees and leaving resident fees the same.

City Manager Joyal said there is an increased cost with more members, with support and maintenance. He said adding more members doesn't net the additional amount collected in fees. He said the philosophy behind raising non-resident fees was that residents should not be paying for non-resident services. He said if they don't collect the \$2,000 there will be an impact somewhere. He said another option is to increase costs proportionately for both resident and non-resident members.

Mayor Myers asked Mr. Bannon what the current rates were for the Senior Center.

Mr. Bannon said it was \$15 per year for residents and \$20 per year for non-residents.

Mayor Myers asked if the proposed rate for non-residents was going to go up to \$30 per year.

Mr. Bannon said that was correct.

Mayor Myers asked if that included use of the Recreation Fitness Center.

Mr. Bannon said they are allowed access 9:00 am to 12:00 noon, Monday through Friday.

Councilor DeDe said he has looked at the changes since last year and the programs are better. He supported the increase, because it was still a good deal and the Senior Center has a lot to offer.

Mayor Myers asked if there were different prices for residents and non-residents with other recreation programs.

Mr. Bannon said there are non-resident rates in every facility, and referred the Council to Pages 61 and 62. He said it is still beneficial to have non-residents participating.

Councilor Weston asked if they were going to put in ATMs as a form of revenue.

Mr. Bannon said they are looking into it. He said they are also looking into debit or credit card access to pay for activities. He said he needs permission from the City Manager and Finance Director to put the money up front to do it.

Councilor Cheney referred to the reduced hours of the indoor pool. She said they were reduced last year only during the summer when the outdoor pool was opened. She asked if those hours were restored in this proposed budget.

Mr. Bannon said no.

Councilor Cheney asked if they were further reduced.

Mr. Bannon said the hours were still being worked out. He said there were early morning hours and weekend hours that are still in the budget, but the \$10,000 reduction that the City Manager has asked for will probably come out of that area. He said he can cut some of the summer hours, but it would have to be a year-round look at the schedule to come up to the full \$10,000 reduction.

Councilor Cheney asked if the same thing was going to happen at the McConnell Center.

Mr. Bannon said that was correct. He said the McConnell Center recreation facilities are opened seven days a week year round: Monday through Thursday, 7:00 am to 10:00 pm; Friday 7:00 am to 5:00 pm; Saturday and Sunday, 8:00 am to 6:00 pm. He said they will probably reduce the weekend hours to mornings only, and open at 8:00 am during the week. Councilor Cheney spoke about the changes in the rent structure, which reduce the Recreation Department's rent by \$143,000.

Mr. Bannon said it was \$34,000.

Councilor Cheney said the rent is \$143,000.



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City Manager Joyal said it had to do with the subsidies being separated out from the City departments. He said in prior years some organizations in the McConnell Center were subsidized by the City departments in their rent accounts. This year they were separated out to make it clearer what was being subsidized. He said the subsidies were reflected in the City Council's section of the budget.

Mr. Bannon said it is dollars being moved laterally from the Recreation Department's budget to the City Council's budget.

Councilor DeDe said the McConnell Center Committee has grappled with accounting for rents. He said the objective is to have the building fully rented, and there is only 3,000 square feet available.

Councilor Carrier gave kudos to Mr. Bannon and his staff for a great Recreation Department. He said the Council has to be very careful about what is cut out of Recreation. He said people expect nice programs. He said they need lifelines to get out there, relax as a family, and go to the library and parks. He said he is concerned about some of the fees for non-residents, because he didn't feel it painted a good picture for the City of Dover. He said he felt it will impact some of the existing programs, because there aren't enough residents in some programs and the non-residents bring in enough revenue to support the program.

Councilor Cheney asked about the corporate line item.

Mr. Bannon said it was an incentive for businesses to send their employees to the Recreation facilities, and they would get a 25% discount.

Councilor Cheney asked if there was a family discount.

Mr. Bannon said they used to offer a family discount, but it just didn't sell.

Councilor Cheney said with other departments they had specifics, and she wanted specifics on reductions in the Recreation Department before the Council votes on the budget.

Mr. Bannon said there were cutbacks on hours Citywide, like the City Hall cutting back hours by closing on Fridays. He said the Recreation Department couldn't close a full day.

City Manager Joyal said he was concerned that this budget is not sustainable. He said priorities needed to be set and sacrifices made in every department. He said something had to give, and in this case it was programs and hours. He said they can't cut chlorine for the pools, can't shut off the pumps, but it has to come down to cutting people, and facilities can't be open without people working there. He said they are trying to avoid cutting popular programs.

### D. GENERAL BUDGET DISCUSSION

Mayor Myers thanked the Department Heads and the City Manager for their work in putting a budget together, especially when there are so many uncertainties. He spoke about his public forums with the radio spot on Friday, and the Coffee with the Mayor session on Saturday. He said he wanted to bring up two topics that he was asked about. First, he was asked what the City does for the elderly and disabled in terms of exemptions that are picked up by other taxpayers in the City. He doesn't recommend that the City change this service. He said the numbers are: 18 blind exemptions, just under \$2 million in assessed property; 301 elderly exemptions, \$45 million in assessed property; 3 deaf exemptions, \$321,000 in assessed property; 38 disabled, just under \$4 million in assessed property. He said the total



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assessed value was just over \$51 million, equaling \$950,000 in exemptions. He said there is also \$576,000 in veterans' credits. He said someone else asked him if the Council could give the dollar amounts and not percentages. He said people want to know where the money is being spent. He said, net of the Arena, the City has an increase of \$1.1 million, School has an increase of \$1,654,000, and the County has an increase of \$230,000. He said on the City's side of the budget it shows a reduction in salaries of \$214,000; spending an additional \$80,000 in retirement; insurance is up several hundred thousand; an increase in the amount for the Economic Development program of \$50,000; and an increase to the debt service of \$836,000. He went over the specific departments: Finance Department increased \$11,000; Planning Department decreased \$61,000; Police Department decreased \$23,000; Fire Department increased \$80,000; Community Services increased \$150,000; Recreation decreased; Human Services decreased \$4,000. He said the three things he is hearing the people talking about are: don't cut School's budget, Mounted Patrol, and Dover Main Street and Cochecho Arts Festival. He said he is not pleased with the budget right now, and the amount of money being cut out of streets, and is looking for a way to find more money for the streets. He spoke of the untouchables items that were put back into the budget last year, and that the City Manager has had to look elsewhere in the budget for places to cut. He said the Mounted Patrol is important and is funded until October, but he is not looking to put it back in the budget. He said the tax cap didn't come into play this year. The budget could have gone up 3.8%, and the Council asked for 2% because of the poor economic times. The City Manager came in at just above 2%. He said the flip side is he sees what this is going to do to the City if you cut programs. He referred to the handout of the 12 months in 2008 and the first 4 months in percentage change in 2008 in the CPI, and said the City bases its CPI number for the tax cap on these numbers from the U.S. Bureau of Labor and Statistics. He said looking at the first four months in 2009, the CPI would be a negative number. He is trying to look at the big picture and what budgets are going to look like next year. He went over the next year's budget and what to expect. He said the City employees stepped up and accepted wage freezes this year, saving the City \$214,000. He said it was unreasonable to expect wage freezes again next year. He said he weighs the employee's sacrifices with the Dover Main Street program, the Cochecho Arts Festival, and the Mounted Patrol. He said he can't justify keeping the indoor pool opened an additional six hours per week, when the outdoor pool is open in the summer. He said in tough economic times there is a greater demand for municipal services. He said the City is still growing and more services are needed, creating greater workloads that employees are doing with fewer dollars. He asked the whole Council to talk about this to let the citizens know what is on our minds.

Deputy Mayor Trefethen said when they adopt the budget in two weeks he plans to put in a motion to amend, to restore funds to Dover Main Street, Cochecho Arts Festival, and Fireworks, for a total of \$32,000. However, he will be working with the City Manager over the next few weeks to find the savings elsewhere in the budget to fund those items. He said he agreed with the Mayor that these are difficult times for many of Dover's citizens. He said he fully believes that if something is going to be increased, then something needs to be found to decrease in the budget. He said he said the same thing at the County's public hearing and it was ignored. He said the reasoning behind this is exactly as the Mayor said, the Council has to look at next year as well.



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Councilor Cheney said there are some additions and new positions in this budget. She said some things were taken out that should have been level funded. She said she looks for those things first. She said the services should be level funded where possible, and the new things in the budget should be cut first. She spoke on the discussion of using the average CPI to base the tax cap. She spoke on the scholarship program for the summer camp that is still in the budget this year, while the indoor pool hours are being cut. She said she will be looking for funds to restore the Mounted Police and Dover Main Street.

Councilor Weston said she agreed with the Deputy Mayor about Dover Main Street, Fireworks, and the Cochecho Arts Festival, but she also has the Mounted Patrol on her list. She said that those items total \$122,000. She said she also went through the budget to find out what was new. She referred to Page 476 of the Budget book, which showed a new Assistant Director position in the Recreation Department for \$87,284, and said she felt it was not appropriate at this point, and she cannot support it. She referred to the Coffee with the Mayor forum and mentioned a constituent suggesting that the City take fluoride out of the water, which would save the City \$26,000 to \$30,000. She said adding these two things together would fund the Mounted Patrol, Fireworks, Dover Main Street and the Cochecho Arts Festival.

Mayor Myers said the fluoride comes out of the Water Fund, and it would save money out of the General Fund. He asked the City Manager to explain the new Recreation Department position.

City Manager Joyal said there were no additions of people in the Budget, and the City is reducing staff by 6 full-time equivalencies. He said in the Recreation Department three hourly positions were eliminated and replaced by two salaried positions, so there will be no overtime. He said the overtime account has been reduced. He said it is the prerogative of the Council if they don't want to authorize the creation of the Assistant Director position, but he will have to put the three positions back into the budget, and the funds back into the overtime account.

Councilor Weston asked the City Manager to explain the \$81,000 increase in the Recreation Department.

City Manager Joyal referred to Page 339 of the Budget book, and the addition of the Assistant Recreation Director position, which is 90% funded by the General Fund and 10% supported through the Special Reserves Account. He said the net increase there is \$43,000. He referred the Council to Page 347, Recreation Facilities, where previously there were two Recreation Supervisor positions budgeted for \$92,000, and that has been zeroed out in the proposed budget. He said there was net of just under \$50,000 savings as a result of that position change. He also referred the Council to the overtime account which was \$4,600, and has been proposed at \$500. He referred the Council to Page 353, regarding the Indoor Pool Recreation Supervisor position, which he is eliminating, and is creating the Aquatic Facility Manager position with a net cost of \$42,000. He is reducing line item 4115 by \$49,000. He said in rough numbers there is a \$5,000 savings there. He said again that overtime was \$3,800 and is now budgeted for \$1,000. He said the changes in the Recreation Department restructuring are reflected in different cost centers, but the net effect to the Recreation Department is actually a reduction in personnel and personnel costs, otherwise he wouldn't have recommended it.



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Councilor Cheney asked the City Manager about the 25 temporary employees at the indoor pool, and the new Aquatic Director. She referred to the prior year's budget book.

City Manager Joyal said he would look that up.

Mayor Myers asked if other councilors had comments while the City Manager was looking that up.

Councilor DeDe said he was concerned about the roads and the need to put money back into the budget. He said the increase in asphalt prices and cutting the road budget is only going to put the City further behind. He said there was a price to pay for not spending money on the roads. He agrees that there is widespread support for the fireworks, Cochecho Arts Festival, and Dover Main Street. He said he was willing to wait and see if the City gets the grant for the Mounted Patrol. He is not okay about restricting roads. He said the City employees made sacrifices this year, but the Council can't expect it each year. He said the City needs to spend money on roads with more people coming into the City. Councilor Carrier said he is concerned with the roads, and the City needs to do more now, or we will be in trouble. He is in agreement about keeping Dover Main Street, fireworks, and the Cochecho Arts Festival. He was hoping the City could find the money to keep the Mounted Patrol.

City Manager Joyal said he had the answer for Councilor Cheney. He referred the Council to Page 353, the Aquatic Facility Manager salary, which was just shy of \$55,000. He said last year the budget for the Recreation Program Supervisor for the pool was \$47,000. He said if the Council was to put that back into the budget it would have to include another \$2,500 for salary and just shy of \$3,000 for overtime. In addition, savings are also accommodated by the reduction of the third Recreation Program Supervisor position.

Councilor Cheney said she didn't understand the reduction in hours if they were all the same people.

City Manager Joyal said there is a \$10,000 reduction in temporary employees.

Councilor Cheney asked about the money taken out of the indoor pool fund that was moved for the summer scholarship program.

Mayor Myers said the Council gave the City Manager direction to use the money for the scholarship program. He said it wasn't just for that one budget. He asked her to go back and tell the Council the things that she doesn't want to see in the budget.

Councilor Cheney said she didn't want the Assistant Recreation Director and the Deputy Community Services Director, because she felt it was too top heavy. She said she wanted to keep the money in the pool and didn't want the scholarship fund. She wanted to know how it worked out last year. She said the City Manager decided not to put the money back into the pool, and then he further cut the pool.

Mr. Bannon said they took \$15,000 by reducing the hours of the indoor pool while the outdoor pool was open, and shifted it to the scholarship program. He said the net loss was not that many hours because people could go to the outdoor pool. He said has a thick folder of scholarships that he has not awarded yet for this summer, because he is waiting for the total amount available.

Councilor Cheney asked about the further reductions in hours to the indoor pool.

Mr. Bannon said the new reductions are directed at the year-round operation. The summer hours were cut as thin as he could.



CITY OF DOVER

## CITY COUNCIL – MINUTES

Meeting Type: Workshop  
Meeting Location: Council Chambers - 288 Central Avenue, Dover, NH 03820  
Meeting Date: Wednesday, May 20, 2009  
Meeting Time: 7:00 pm

Councilor Cheney asked if that meant this year's summer hours would be the same as last year.

Mr. Bannon said that was correct.

Councilor Cheney said the hours are not clear.

Mr. Bannon said the hours will be shifted as needed for each program, but the bottom line will show the total hours reduced.

Mayor Myers said the Recreation Department will still be open seven days a week.

Mr. Bannon said that was correct.

Mayor Myers asked if there were any other questions. He reminded the Council that the first week in June there will be a workshop, followed by a Special Meeting to accept the budget.

City Manager Joyal said the Department Heads are here to answer questions.

Councilor Callaghan said he had a few questions regarding the percentage change and the justification for raising taxes. He said he didn't agree that 3.8% is enough. He said he would like to see a lower number. He said we learned how the Assistant Recreation Director saves the City money. He asked why that doesn't reflect in the benefits. He referred to Page 353 in the Budget book.

City Manager Joyal said Page 353 refers to the position where the individual is being promoted, and they would have the same benefits package. He said the same rationale would be true for the Deputy Community Services Director.

Mayor Myers referred to Page 347, where there is a corresponding benefits reduction of \$21,874, because the Recreation Department is taking three positions and making two out of them. He said the Council has to look at the Recreation Department as a whole.

City Manager Joyal said the City has made significant changes in the organization structure in the last four or five years, eliminating middle management positions. He said in this case it is more efficient to have a salaried employee, but it has to be a management position. He said he would not have proposed it if he didn't think it would benefit the organization and create a savings for the City.

Councilor Callaghan referred to Page 277, and asked if the City Manager could demonstrate the same rationale for the Deputy Director of Community Services.

City Manager Joyal said it was exactly the same scenario. He said in the case of Community Services, he was looking to promote an existing employee to address a need within the organization. He said he had an agreement with the existing employee to take on the responsibility with an adjustment of pay, but there was also a corresponding reduction in the City's compensated absence liability. He said that deal is no longer viable. He said he is still in the position to fill the position, because there is a need for a Deputy Director of Community Services within the organization, but he was going to have to do it within the constraints of the City's resources. He said he is still not budgeting for the Environmental Projects Manager. He said the savings of \$25,000 from the original request will have to be added back into the compensated absences liability.

Mayor Myers said that was the accrued time that the employee was willing to give up.

Councilor Callaghan asked if the Council accepted this budget as is it would technically eliminate the Environmental Projects Manager position.

City Manager Joyal said it would not eliminate any positions. He was not asking the Council to fund the Environmental Projects Manager position. He said he would try to find the funds within the budget to pay for the Deputy Director position.



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## CITY COUNCIL – MINUTES

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Councilor Callaghan said he would like to see the numbers laid out.

City Manager Joyal said he did that at a few different meetings for the Council. He said the Council voted down that agreement and the individual has changed his mind.

Mayor Myers said the \$25,000 has to go back on the books.

City Manager Joyal said that was correct. We have to pay him.

Councilor Callaghan said he wouldn't support the Environmental Project Manager position not being funded. He said the guy is here, doing a great job, we all agree we like him., and now we're not going to fund his position.

City Manager Joyal said he never said that. He said the decision of staffing is solely the City Manager's.

Councilor Callaghan said the Council has line item authority.

City Manager Joyal said the Council does not have line item authority over personnel.

Councilor Callaghan said not on the Merit Plan, but on the Budget.

City Manager Joyal said the Council doesn't. He said there is a specific provision in the City Charter that limits the Council's authority to total personnel services line items in each department. He said the determination of staffing levels and the number of staff is solely at the discretion of the City Manager. He said the only area where the Council has a say is in the Classification Plan. He said the Council will need to approve the creation of an Assistant Recreation Director position. He said it was a Charter violation for the Council to try to add in or subtract funding for a specific position.

Councilor Callaghan said he wanted to see the numbers in the budget. He asked about the reduction in health insurance costs.

City Manager Joyal said he wanted to bring to the attention of Councilor Callaghan, who disagreed with the Charter, Section C73 of the Charter. "In adopting the City budget, the Council shall not increase or decrease any individual salary item, or shall act solely with respect for total salaries for various departments of the City."

Councilor Callaghan said the City Manager not putting the funds in there actually is making the Council violate the Charter.

City Manager Joyal said that wasn't true.

Councilor Callaghan said he wanted to move on, and asked about the reduction in health insurance.

City Manager Joyal said the rate increase has come in at 3%, and he'll have to get the Council the exact number, but it is somewhere around \$100,000 to \$200,000.

Councilor Callaghan asked if that money was available to reallocate to other areas.

City Manager Joyal said the Council could, yes.

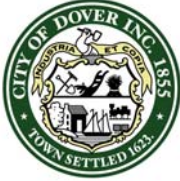
Councilor Callaghan said he saw the Energy Efficiency contract was in the budget.

City Manager Joyal referred to Page 471 and 472, and said it was the plan previously adopted, and does not authorize spending funds.

Mayor Myers acknowledged Finance Director Daniel Lynch.

Mr. Lynch wanted to say on the record that the General Fund savings for health insurance was \$181,000.

Councilor Callaghan listed his priorities with changes to the budget: 1. Two police officers - two fewer police officers at this time can be a problem. 2. Cochecho Arts Festival - it resounds even after the event. 3. Dover Main Street - it has a year-round payoff. 4. Fireworks - one night. It brings people to Dover. 5. Four-day work week; and he asked



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## CITY COUNCIL – MINUTES

Meeting Type: Workshop  
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Meeting Date: Wednesday, May 20, 2009  
Meeting Time: 7:00 pm

about the savings. He also was wondering about furloughs and if they would be a good idea. He recommended six days per year, taking one day every other month, that won't affect the paycheck that much. He felt it would save a fair amount of cash, enough to pay for police officers. He said healthcare savings would pay for police officers.

Councilor Carrier made a motion to suspend the rules; seconded by Councilor Weston.  
Vote: 8/1; Passed. Councilor DeDe was opposed.

City Manager Joyal said the employees were approached and asked how they can assist with the budget, and he said the City's employees have gone above and beyond with wage freezes. He felt it was a disservice to the employees to ask for furloughs. The wage freeze has a lasting impact. He said the employees might be more receptive in doing a furlough in lieu of a wage freeze, because it doesn't have a lasting impact. He said it was something that would have to be negotiated with the Unions.

Mayor Myers asked about the four-day work week.

City Manager Joyal said all of the City's union contracts have certain specification for hours. He said it would have to be voluntary. He said the budget reflects savings with utilities of \$15,000. He said he didn't believe employees will volunteer to change their work schedule. He said the employees are making very significant sacrifices on the City side of the budget. Mayor Myers asked if the City Manager intended to keep the same schedule.

City Manager Joyal said he didn't have enough employees willing to change their schedules to be able to accommodate a four-day work week.

Councilor Callaghan said the City is hard-up for cash, and furloughs would free up a lot of cash for roads.

City Manager Joyal said it would have to be negotiated with the Unions.

Councilor Weston asked for clarification on why Dean Peschel's position as Environmental Projects Manager was not being funded for in the Budget. She said the \$25,000 is being put back.

City Manager Joyal said the \$25,000 has to be put back.

She asked about the eight "to be announced" positions, two of which were the Assistant Recreation Director and the Aquatic Manager. She said the other six tally approximately \$345,000, and asked if the City has been operating without those positions filled and if there is extra money from it. She asked if they were positions that the City could live without.

City Manager Joyal said the answer was no, and went through each of them to explain.

Councilor Cheney reiterated her concerns with cutting hours at the indoor pool, and said it just didn't make sense to her. She asked about the salaries of the City Manager and Human Resources Director, showing discounts of \$11,000, and it doesn't state who that applies to specifically. She said the hours go from 40 to 35. She was curious about the deferred compensation. She also wanted to know if these figures will be the budgeted amount for next year, or if that will be built into the base.

City Manager Joyal said he didn't have specific numbers for who is taking a reduction in salary. He talked about his specific salary. First, he has always been considered a 35-hour per week employee, which is only used to calculate vacation hours. He said Sue Daudelin, the Human Resources Director, has agreed to reduce her salary and her hours. He said it is



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unheard of for employees who have a contractual agreement to take a salary reduction, because it has a compounded affect throughout their career.

Councilor Cheney said the money from the health insurance savings should go first to the police department, then Dover Main Street, and then to the Cochecho Arts Festival. She said she felt the police department needs to at least stay at the level they are at now.

Mayor Myers said the Council could pass the budget without funding the police officers, wait to hear about the grant, and go back to it at that point.

Deputy Mayor Trefethen said he appreciated the willingness to add back in. He asked what the Council will do come June 30<sup>th</sup> when the State passes their budget. He said this proposed budget for the City still contains all of the funding we get from the State, and the Council knows we're not going to get that, because the State doesn't have the money. He said the Council might have to make more cuts in July.

Councilor Scott said there are some discrepancies with some salaries.

Mr. Lynch said in the back of the book he tried to tie in with wage freezes and reductions.

City Manager Joyal said the pages in the budget detail are the original numbers prior to the freeze and wage reductions.

### 2. CITIZEN'S FORUM

*Citizens are invited to speak on the subject matter of the Workshop. Statements shall be limited to five minutes.*

**DRAFT**

**Karen Vonsydow, 32A Court Street, Friends of the Library:** She hoped the Council noticed that she is not using a cane, as she did when she came to Dover as a cancer patient. She said she used the library and pool, and would like to address both matters. She lost her job because of budget. She asked the Council how many of them have used the Library in the last month, how many have computers, how many use the pool or recreation facilities. She said the Library is the epicenter of the City, and have had cutbacks already. She said people are in the Library on Saturday, particularly in the winter. She said the Library needed to be open on Saturday. She said the Council needed to weigh it against fireworks. She found it deplorable. She thanked the Council for their time.

Mayor Myers, seeing no one else wishing to speak, closed the Citizen's Forum.

### 3. ADJOURN

Deputy Mayor Trefethen made a motion to adjourn; seconded by Councilor Weston.

Vote: 9/0.