



CITY OF DOVER

CITY COUNCIL – MINUTES

Meeting Type: Workshop Session
Meeting Location: Media Access Center- McConnell Center
Meeting Date: **Wednesday, May 30, 2012**
Meeting Time: **7:00 pm**

1. CALL TO ORDER

2. MOMENT OF SILENCE

3. PLEDGE OF ALLEGIANCE

Councilor Crago led the Pledge of Allegiance.

4. ROLL CALL ATTENDANCE

Present: Mayor Trefethen, Deputy Mayor Carrier, Councilor Cheney, Councilor Crago, Councilor Garrison, Councilor Hooper, Councilor Spuler, Councilor Weeden, Councilor Weston.

Also Present: City Manager Joyal and City Clerk Lavertu.

5. BUDGET PRESENTATION-WELFARE

Human Services Director Nichols gave an overview of the past year's 473 cases and said the average increase is \$37.00 per case.

Mayor Trefethen explained to the Council that the Human Services Department was budgeted by State Statute and the City is required to pay it. He said the City Manager tries to budget for it realistically.

6. GENERAL BUDGET DISCUSSIONS

Mayor Trefethen suggested they work department by department, but to begin with the City Manager's worksheet of adjustments to the budget.

City Manager Joyal gave an overview of the worksheet to the Council. He also handed out an amended budget resolution. He started a discussion regarding the use of impact fees to offset appropriations and the areas of the budget that qualify.

Councilor Weston discussed her understanding of the available impact fees, and proposed using an additional \$200,000 in impact fees, over the \$566,583.

It was consensus of the Council to add \$200,000 to the \$566,583.

Mayor Trefethen moved on to Item B. and asked if there was consensus to leave the \$87,000 in the impact fees reserve fund.

It was the consensus of the Council to strike Item B completely.

Mayor Trefethen moved on to Item C. to use the Fire Department impact fees to pay for a new dispatch console.

City Manager Joyal said they were proposing using the impact fees for the Fire Department and Police Department to pay for the \$115,000 dispatch console that is in the proposed budget, and this will free up the \$115,000 in the budget. He said this is exactly what impact fees should be used for, a one-time expense.

It was the consensus of the Council to utilize those funds.



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Mayor Trefethen moved on to Item 2. Utilize bond refunding savings to offset proposed appropriations.

City Manager Joyal said they refinanced bonds with a savings of \$40,859 this year for the City, and \$8,680 this year for the School, which can be used anywhere in the budget.

Mayor Trefethen moved on to Item 3. Restore the McConnell Center Fitness Facility using offsetting fees from the Recreation Center Reserve Funds.

City Manager Joyal gave an overview of this change in the proposed budget to pay for the Fitness Facility. He said it would no longer be funded through the General Fund.

There was consensus of the Council.

Mayor Trefethen moved to Item 4. Restore Education funding as requested by the School Department, \$870,000 minus the \$200,000 from the earlier discussion, leaving \$670,000. City Manager Joyal said this would raise the tax rate by \$0.26 or \$57.00 for the average household.

Mayor Trefethen said he suspected that the Council didn't want to talk about this item right now. Councilor Spuler asked what the proposed budget increase to the taxpayer was.

City Manager Joyal said the tax cap proposed budget would be an increase of \$74.00 for the average household.

Councilor Weeden asked for an update on the teachers' union savings or other savings from the School Department.

Superintendent Briggs Badger said the teachers' union had considered a furlough day, which would have recognized \$105,000 in savings. She said the final vote was 72/59 not in favor of taking a furlough day.

Mayor Trefethen asked Superintendent Briggs Badger about tuition reimbursement savings. Superintendent Briggs Badger said the School will be saving \$25,000 in course reimbursement, which has already been factored into the School Department's proposed budget.

Mayor Trefethen moved to the next revenue item on the handout, #7: Eliminating the Account Clerk II position, saving \$20,000 from the City Clerk/Tax Collection office. He said this was added in the hopes that the City Hall would restore the 5-day work week. He said at this point in time it does not appear that the City will be doing this due to contractual obligations. He said this \$20,000 could be moved to another account.

There was consensus of the Council to move this money and eliminate the position.

Mayor Trefethen said the City side of the budget has \$175,889 available.

Councilor Weeden discussed his two proposals for additional savings. He wanted to take the \$170,751, which was earmarked for Fund Balance, to fund the Teen Center and Youth to Youth. He said he wanted to take the \$175,889 to offset property taxes.

City Manager Joyal said money goes into Fund Balance at the end of the year when revenues exceed expenses, which he expects to be around \$100,000. He said nothing gets budgeted for Fund Balance.



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Councilor Weeden rescinded his first request. He recommended that the \$175,889 in proposed savings be used to allocate the \$90,000 to fund Teen Center and \$54,978 to fund the Youth to Youth program, which would leave \$30,911 to give back to the taxpayers.

Councilor Crago asked the Council to look at partial funding of these programs, and asked if that was possible.

Deputy Mayor Carrier talked about the Teen Center having some sort of revenue base.

Councilor Weeden discussed the approximate \$100,000 going into Fund Balance, and said he would be in favor of adding an additional overtime police officer for \$32,500.

Councilor Weston asked about the leaking roofs at City Hall and if there was anything in the proposed budget to take care of it.

City Manager Joyal said they are attempting to repair the roof instead of replacing it. He said the leak gets fixed in one spot and shows up in another. He said he was not at the point where he is recommending the roof be replaced.

Chief Colarusso referred to Councilor Crago's comment to partially fund the Teen Center. He said he would probably turn it into a drop-in center, which he doesn't feel would be effective. He may even turn it over to the Recreation Department.

Councilor Crago asked about partially funding the Youth to Youth Program so the program can be maintained until the grant comes into effect.

Chief Colarusso said they may be able to do that with half the \$54,000.

Mayor Trefethen asked if the Council chose to partially fund these programs if they would be sustainable in future years.

Chief Colarusso said next year they will probably be facing the same decision, but he didn't know. He doesn't see any grant monies becoming available.

City Manager Joyal said if the Council chooses to fund these programs they need to make the commitment to continue them in future years.

Councilor Garrison asked Chief Colarusso if a viable option was to have the Teen Center open on holidays and during the summer, and staffed with volunteer teachers.

Chief Colarusso said the main purpose of this program was for afterschool hours.

Mayor Trefethen asked if there was a consensus of the Council to fully fund the Teen Center.

Vote; 5/4. Mayor Trefethen said to add the \$90,000 into the budget.

Mayor Trefethen asked if there was a consensus of the Council to fully fund the Youth to Youth Program.

Vote: 1/8.

Mayor Trefethen asked if there was a consensus of the Council to fund \$25,000 to the Youth to Youth Program.

Vote: 7/2. Mayor Trefethen said to add the \$25,000 into the budget.

Mayor Trefethen moved to Item #8.b. Appropriating additional funds for overtime to maintain the 12 firefighters per shift for the Fire Department. He said any additional funds put toward this increases the fire protection coverage.

There was consensus of the Council to put the remaining amount of \$60,889 towards Item #8.b.

Vote: 9/0.

There was no consensus from the Council to fund #8.a.



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Deputy Mayor Carrier moved to suspend the rules to continue the meeting past 10:30 pm; seconded by Councilor Weston.

Roll Call Vote: 9/0.

Mayor Trefethen moved to Item #9., Adjust Police Department levels.

Councilor Weeden proposed that the Council use Fund Balance to fund either 9.a. or 9.b. Mayor Trefethen said it wasn't quite that simple. It would require a budget amendment after July 1st by 2/3 vote of the Council to use Fund Balance. He reminded the Council that this was one of the items that affected the bond rating report.

Councilor Crago talked about the City's payroll dedicated to overtime, and asked if the overtime fund was a possible reservoir that the Council can work with.

City Manager Joyal discussed the changes that would have to be made to adjust what they have budgeted for overtime. He said if cuts are made to overtime then the department heads will have to adjust staffing levels.

Councilor Crago asked if the money saved from snow removal this year could be used to fund overtime for police and fire.

City Manager Joyal said any surplus from this year's budget goes to Fund Balance, and the Council can use those funds. He said to presume there is a bucketful of money because there was a mild winter was incorrect. He said they use that money elsewhere in the budget for overtime. He said if it had been a bad winter and they over extended the snow removal budget he would have found the money from another area of the City's budget or come to the Council.

Councilor Crago asked how the Council can use Fund Balance.

City Manager Joyal said the Council can amend the budget resolution and include Fund Balance as a source.

Mayor Trefethen said this would put the budget over the tax cap.

City Manager Joyal said if it is dollar for dollar it doesn't go over the tax cap. He said using Fund Balance is an option.

Councilor Weeden talked about how the Council from 2000 to 2008 used Fund Balance numerous times.

City Manager Joyal strongly recommended that the Council not use Fund Balance. He explained the bond rating and why the City was downgraded. He said the rating agency already feels the City's level in Fund Balance is too low.

Councilor Crago discussed his research on the bond ratings for tax cap communities and how the agencies expected the tax cap to be overridden instead of using the fund balance, which was the opposite of what he was expecting to find in his research. He said he was totally against using the Fund Balance.

Councilor Weston asked to wait on a vote on this tonight and asked the City Manager to adjust the budget to fund the \$32,000 for police coverage.

City Manager Joyal he would come back to the Council with suggestions.

Mayor Trefethen said he felt it was up to the Council to find this money.

Councilor Weeden said after hearing this discussion and the concerns for Fund Balance he would withdraw his recommendation to use Fund Balance. He did agree with Councilor Weston to have the City Manager come up with suggestions.

Councilor Cheney asked for a list of subsidies the City provides and when they will expire and free up that money.



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Mayor Trefethen said they will schedule a workshop for Monday, June 4, 2012.

Councilor Garrison spoke about the tax cap, and how they haven't always overridden the tax cap, but just the last two years.

Councilor Weeden asked for a consensus vote on Item #4.

Mayor Trefethen asked how the Council would vote on Item #4.

Councilor Hooper said she did want to wait on this to allow discussion on funding.

7. CITIZEN'S FORUM

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

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

8. ADJOURNMENT

Deputy Mayor Carrier moved to adjourn; seconded by Councilor Weston.

Vote: 9/0.

All handouts have been archived with the Minutes.