

APPROVED

Budget Committee
Meeting Minutes
December 9, 2013

Present:

Kerrin Rounds-Chair, Ron Preble, Dave Carr, Paul Manganiello, Tom Keegan, Ernie Richards, Carol Huber, Betsy Schneider, Mark Chevalier, Kevin MacCaffrie, and William Cote.

Absent:

Ashley Dolloff and Barbara Greenwood

Others Present:

Michael Capone- Town Administrator

Call to Order:

Committee Chair Kerrin Rounds called the meeting to order at 7:01pm.

Review of Minutes:

Kerrin Rounds asked the members to review the minutes from December 2, 2013. Carol Huber made a motion to accept the minutes as written, seconded by Paul Manganiello. Motion passed with two abstentions by Mark Chevalier and Kevin MacCaffrie.

Correspondence:

Old Business:

New Business:

Non-Profit agencies have been scheduled to attend the meeting. Those agencies that were scheduled but did not attend are American Red Cross, Voices Against Violence, CADY, and Homeland Cemetery. The agencies that were scheduled and did attend the meeting are Tri-County CAP, Grafton County Senior Services, Genesis, PRLAC, and Bridge House.

Roberta Benner and Mike McKinney from Grafton County Senior Services, Gail Shaw-Director of Newfound Area Senior Services:

- Funding request is \$8,000, the same as 2013.
- Services that are provided to Bristol residents include Meals on Wheels, Community meals, and transportation.
- Substantial funding comes from the state and a lesser amount from Federal funding. There have been funding cuts for several years. Fundraising and Town contributions are critical.
- Mark Chevalier asked how many people attend the Tuesday lunch. On average, 45 people attend the lunch.
- Kevin MacCaffrie asked how many Bristol residents receive services. 227 Bristol residents receive services through Senior Services and 59 Bristol residents received services through Service Link. Meals on Wheels deliver to 17-20 Bristol residents.

Carly Rhodes from Tri-County CAP:

- Funding request is \$6,880, the same as 2013. This money helps pay for staff and office expenses. This amount is 3% of the funds that are output to Bristol.
- Services provided by the agency include Fuel and electric assistance, weatherization, Neighbor Helping Neighbor program, and USDA program which provides food to local pantries.
- The assistance offsets expenses from town Welfare Departments.
- Bristol residents received \$221,000 in support.

Kim Bruno from Genesis:

- Funding request is \$4,050. This amount is based on a formula using % of municipality population.
- Genesis is the only community mental health program in the Lakes Region. Emergency services are provided 24 hours a day to treat people in crisis.
- 125 Bristol residents received services and 27 residents received emergency services.
- Charity care to Bristol residents is just over \$18,500.
- Paul Manganiello asked what the correct amount of funding is in the 2013 budget. The agency did not receive their requested amounts from 2012 and 2013. The Budget Committee set the \$1,000 funding amount.

Max Stamp from Pemi River Local Advisory Committee (PRLAC):

- Funding request is \$250.
- The committee operates out of a master plan for river water quality monitoring.
- Long range plans include an update to the management plan and storm water runoff.
- Ongoing activities include a water testing schedule that takes place 9 times a year at 10 sites and permit applications for development along the river.
- Ernie Richards asked if the PRLAC is active with the wind turbine project. The PRLAC is more active in the Northern Pass project as it crosses the Pemi River 6 times on the way to Franklin. The PRLAC does not want to see the wind project expanded due to impacts on the local watershed.

Cathy Bentwood for Bridge House:

- The Bridge House is located at Whole Village in Plymouth. There are 20 beds to help individuals and families who are homeless. Veterans are a priority. The Bridge House also assists people with getting jobs and help with transportation to individuals who have relocated and need to get back to their hometowns.
- There were 19 admissions from Bristol for 532 nights which cost a total of \$7,980.
- The total budget is \$300,000 of which \$100,000 is from state and federal funds and \$200,000 comes from fundraising, grants, and some rental income.
- Carol Huber asked if the Bridge House was always full. It depends upon the season. Many of the homeless camp in the summer.

Kerrin Rounds stated that the Budget Committee would welcome a written submission from CADY in regards to a funding request. CADY is the only agency, so far, who has contacted the committee asking for another date to appear.

- Mark Chevalier moved to accept written submissions from any agency that did not attend the two scheduled meetings who show an interest in presenting information to the budget committee, seconded by Kevin MacCaffrie. Motion passed with all in favor.

Member Comments:

Ernie Richards asked how the deliberative sessions are handled. Kerrin Rounds informed the committee that the deliberations will follow the department budgets sequentially. Motions can be made to an individual line item or a department as a whole. Department heads can be called back to answer questions that the committee may have. Advance notice will be given to department heads informing them when their budgets will be deliberated.

Kerrin Rounds will start this year's deliberations discussion the salary increase for 2014.

Kevin MacCaffrie for clarification on some salary increases from the past few years, as there appears to be positions that have received higher percent increases than other positions. Mark Chevalier commented that reclassification of some positions is the reason for some of the adjustments. Town Administrator Capone informed the committee that reclassifications were done by department. An example would be a reduction in hours to the Land Use Officer's position in 2011. Extra compensation was given to the existing employees who picked up the extra responsibilities due to the reduction.

Tom Keegan expressed the need for committee members to be recognized by the Chair before they talk. Kerrin Rounds will follow Robert's Rules during the deliberative sessions. A list will be kept of committee members who wish to speak and members will be called upon in order of request.

Tom Keegan commented that the Budget Committee should not be discussing policy issues, such as the Wind Project. The Budget Committee should stick with discussion money items and the Select Board delivers policy.

Administrator's Report:

An updated budget schedule was emailed to committee members. February 4, 2014 is the correct date for the last day to receive petitioned warrant articles. Melanie created a worksheet supplying intermediate numbers regarding salaries. A copy will be emailed to the committee.

Adjournment:

Mark Chevalier made a motion to adjourn, seconded by Tom Keegan, passed with all in favor. The meeting was adjourned at 8:16 pm.

Respectfully submitted,
Wendy Costigan, Secretary