

Budget Committee
Meeting Minutes
January 19, 2016

Present:

Chair- Kerrin Rounds, Tom Keegan, William Cote, John Sellers, Ron Preble, Carol Huber, Bob Emerson, Don Milbrand, Ashley Dolloff, and Shaun Lagueux.

Absent: Dave Carr, Ernie Richards, and Kevin McCaffrie.

Others Present: Town Administrator Nik Coates, Town Clerk Raymah Simpson, and Les Dion from the TTCC.

Call to Order:

Committee Chair Kerrin Rounds called the meeting to order at 7:03pm.

Review of Minutes:

Kerrin Rounds asked the committee to review the minutes from January 11, 2016. Carol Huber made a motion to accept the minutes as written, seconded by Ron Preble. Shaun Lagueux made a motion to amend the date of the minutes to January 11th, seconded by Carol Huber. The Committee voted 9-0 in favor of the motion. The Committee voted 8-0-1 in favor of the approving the minutes as amended.

Correspondence:

Kerrin Rounds read an email from Welfare Director Kelly Lacasse. A copy of the email will be filed with the minutes.

Old Business:

New Business:

Recreation:

- Shaun Lagueux made a motion to remove the Recreation budget from the table, seconded by Don Milbrand.
- William Cote distributed a handout he created showing how he calculated the cost per child per town. Les Dion commented that the TTCC does not calculate fair share this way. A discussion regarding the formula that the TTCC uses to calculate the towns' percentage of cost continued.
- William Cote made a motion to reduce Line 890 to \$99,703, seconded by John Sellers.

Vote: 1 In Favor, 8 Opposed, 1 Abstention. The motion fails.

Vote: Recreation at \$103,803: 8 In Favor, 1 Opposed, and 1 Abstention. The budget passes.

Kelley Park:

- Shaun Lagueux made a motion to remove the Kelley Park budget from the table, seconded by Bob Emerson.
- John Sellers asked if there was ice rink money set aside. Mr. Lagueux replied that there is no money in the 2016 budget for the ice rink.
- John Sellers made a motion to add a line item for the maintenance of the ice at the ice rink for \$500, seconded by Shaun Lagueux.

Vote: 9 In Favor, 0 Opposed, and 1 Abstention. The motion passes.

- Don Milbrand asked if the park capital reserve funds could be used for the park expenses. Les

Dion replied that the trust funds historically have not been used for this and saved for emergency expenses.

- William Cote asked about the condition of the fences. Les Dion replied that the fence is rusted and the tops are pointed and are a hazard. John Sellers asked if there are any quotes. Les Dion replied that there are two estimated that are between \$14,000 and \$18,000.
- Les Dion commented that the tiered seating is not a safety issue and does not have to be done right away. The skirting along the concession stand and pavilion is a hazard because of the broken cement.

Vote: Kelley Park at \$50,800: 8 In Favor, 0 Opposed, and 2 Abstentions. The budget passes.

ERV:

- Shaun Lagueux moved the ERV budget at \$87,209, seconded by Carol Huber.
- John Sellers asked for clarification on postage, advertising, and office supplies. Raymah Simpson replied that postage is up due to sending registration renewal letter. Office supplies include more paper for the renewal letters. Advertising is used for job openings and to advertise the town filing period in the local papers.
- John Sellers asked about the printing and membership lines. Raymah Simpson commented that the printing line is used for printing the town ballots and the membership line is used for two conferences that the town clerk attends each year.
- John Sellers asked what the new equipment included. Raymah Simpson replied that a new computer is needed as the computer is ten years old. Shaun Lagueux commented that not all the money in the new equipment line is for the computer. There is money there for installation and software.

Vote: ERV at \$87,209: 9 In Favor, 0 Opposed, and 1 Abstention. The motion passes.

Financial Administration/Tax Collector:

- Shaun Lagueux moved the Financial Administration/Tax Collector budget at \$177,048, seconded by Don Milbrand.
- John Sellers asked for clarification on the Postage line. Raymah Simpson replied that the postage is for the tax bills that are mailed out twice a year. There are also around 100 certified letters that are sent each year also.

Vote: Financial Administration/Tax Collector at \$177,048: 9 In Favor, 0 Opposed, and 1 Abstention. The motion passes.

Property Reappraisal:

- Shaun Lagueux moved the Property Reappraisal budget at \$105,773, seconded by Don Milbrand.
- John Sellers asked for clarification regarding the split cost of computer support. Shaun Lagueux replied that this contract is not a static price. John Sellers asked if the number is correct. Shaun Lagueux replied that further clarification can be supplied.
- John Sellers made a motion to table the Property Reappraisal budget, seconded by Carol Huber.

Vote: 5 In Favor and 5 Opposed. The motion fails.

- John Sellers made a motion to reduce Line 342 Computer Support by \$2,736, seconded by Carol Huber. After some discussion John Sellers withdrew his motion and Carol Huber withdrew her second.

Vote: Property Reappraisal at \$105,773: 7 In Favor, 2 Opposed, and 1 Abstention. The motion passes.

Legal:

- Bob Emerson moved the Legal budget at \$66,000, seconded by Don Milbrand.
 - John Sellers asked why the cost is so high. Shaun Lagueux replied that there are a lot of legal items for the town this year. Included in the cost is \$15,000 for general legal, \$10,000 for Public Service, \$7,500 for Fairpoint, \$7,500 for NH Electric Co-op, and money for Northern Pass.
- Vote: Legal at \$66,000: 9 In Favor, 0 Opposed, and 1 Abstention. The motion passes.**

Personnel Administration:

- Shaun Lagueux moved the Personnel Administration budget at \$135,126, seconded by Bob Emerson.
 - William Cote asked if the Library is included in Line 192 Merit Raises. Shaun Lagueux replied that the Library is not as it makes its own determination.
 - John Sellers asked if it is expected that all of the merit raise money will be spent. Shaun Lagueux replied that it is not expected to be completely spent and the money left over will go to the Accrued Wages line.
- Vote: Personnel Administration at \$135,126: 9 In Favor, 0 Opposed, and 1 Abstention. The motion passes.**

Planning Board:

- Bob Emerson moved the Planning Board budget at \$11,884, seconded by Don Milbrand.
 - John Sellers asked for clarification regarding the line item for engineering studies. Kerrin Rounds replied that the expense needs to be budgeted for as there needs to be a line to charge the expense too. The revenue from this is reported also.
 - John Sellers asked what was included in New Equipment. Steve Favorite answered that the Planning Board needed to buy maps and new easels.
 - John Sellers asked what Line 812 CIP Committee was used for. Don Milbrand replied that the money was used for CIP booklets in the past but this has not been done in a few years.
 - John Sellers made a motion to reduce Line 812 CIP Committee to \$100, seconded by Don Milbrand.
- Vote: 7 In Favor, 1 Opposed, and 1 Abstention. The motion passes.**
Vote: Planning Board at \$11,784: 9 In Favor, 0 Opposed, 1 Abstention. The budget passes.

Zoning Board:

- Shaun Lagueux moved the Zoning Board budget at \$5,956, seconded by Bob Emerson.
 - John Sellers made a motion to reduce Line 812 Meeting/Memberships to \$100, seconded by Carol Huber. Ashley Dolloff commented that there are no alternates for the Zoning Board and the money is used for training new members. Members have been hard to find. Don Milbrand made a motion to amend Line 812 to \$250, seconded by William Cote.
- Vote on amendment: 8 In Favor, 0 Opposed, and 2 Abstentions. The motion passes.**
Vote on reducing line 812 to \$250: 8 In Favor, 0 Opposed, and 2 Abstentions. The motion passes.
- John Sellers made a motion to level fund the Zoning Board budget. There was no second.
 - Don Milbrand made a motion to reduce Lines 550, 620, and 625 for a \$25 reduction in total, seconded by Shaun Lagueux.
- Vote: 8 In Favor, 0 Opposed, and 2 Abstentions. The motion passes.**
Vote: Zoning Board at \$5,671: 8 In Favor, 0 Opposed, and 2 Abstentions. The budget passes.

Tax Map:

- Shaun Lagueux moved the Tax Map budget at \$6,050, seconded by Bob Emerson.
Vote: 9 In Favor, 0 Opposed, and 1 Abstention. The motion passes.

General Government Buildings:

- Shaun Lagueux moved the General Government Buildings budget at \$85,216, seconded by Bob Emerson.
- John Sellers asked for the difference between Line 111 Maintenance Custodian and Line 640 Custodial Service. Nik Coates replied that Line 111 is a town employee who does shoveling and maintenance upkeep on town buildings. The Custodial service is the cleaning contracted service for the town offices.
- John Sellers made a motion to reduce Line 111 Maintenance Custodian to \$8,000, seconded by Carol Huber.
Vote: 2 In Favor, 6 Opposed, and 2 Abstentions. The motion fails.
- Carol Huber made a motion to reduce Line 635 Gas/Oil to zero, seconded by Shaun Lagueux.
Vote: 8 In Favor, 0 Opposed, and 2 Abstentions. The motion passes.
- William Cote asked if Line 660 Town Car is listed twice in the budget. Shaun Lagueux replied that the cost is shared with the Police Department and the numbers are broken out between the two budgets.
- John Sellers asked for clarification on Line 432 Safety Committee Repairs. Nik Coates replied that the safety committee discusses ways to reduce risks and losses and the recommendations from the committee are covered by this expense.
Vote: General Government Buildings at \$84,716: 9 In Favor, 0 Opposed, and 1 Abstention. The budget passes.

Cemeteries:

- Shaun Lagueux moved the Cemeteries budget at \$11,500, seconded by Carol Huber.
Vote: 6 In Favor, 0 Opposed, and 4 Abstentions. The motion passes.

Insurance:

- Shaun Lagueux moved the Insurance budget at \$37,845, seconded by Carol Huber.
- John Sellers asked for clarification on Line 485 Historical Society. Shaun Lagueux replied that this is to pay for the insurance policy on the Old Fire Station which is under the town umbrella. Tom Keegan commented that this cost is split 50/50 with the Historical Society. Paul Manganiello commented that Lucille Keegan may have asked for an increased amount. Tom Keegan will check on the amount requested.
Vote: Insurance at \$37,845: 9 In Favor, 0 Opposed, and 1 Abstention. The motion passes.

Regional Associations:

- Shaun Lagueux moved the Regional Associations budget at \$4,760, seconded by Bob Emerson.
- John Sellers asked if there was money anywhere else for Line 836 Garden Club. Shaun Lagueux commented that the Decorating Committee has money for beautification projects but that the Garden Club was strictly for plants.
- John Sellers made a motion to level fund Line 837 Newfound Lakes Region Association at \$1,500, seconded by Carol Huber. Kerrin Rounds commented that the NLRA asked for \$1,500 for the Lake Host Program and \$1,500 for general activities. Shaun Lagueux commented that it was reduced by the Budget Committee last year and the \$1,500 was put back in at Town Meeting.

Vote: 7 In Favor, 1 Opposed, and 2 Abstentions. The motion passes.

- Tom Keegan made a motion to reduce line 830 Chamber of Commerce to zero, seconded by Don Milbrand. Shaun Lagueux commented that the Select Board decided to fund this line as the Chamber is a contributor to the Economic Development Task Force. Tom Keegan commented that he feels that the town does not get its money worth from the Chamber.

Vote: 8 In Favor, 1 Opposed, and 1 Abstention. The motion passes.

Vote: Regional Associations at \$3,080: 9 In Favor, 0 Opposed, and 1 Abstention. The budget passes.

Contingency Fund:

- Shaun Lagueux made a motion to remove Line 890 Contingency Fund from the budget, seconded by Carol Huber. Shaun Lagueux commented that the contingency fund is no longer a part of the budgetary process and done by warrant article.

Vote: 10 In Favor and 0 Opposed. The motion passes.

Revisited Items:

- William Cote asked if the Prosecutor line item was renamed yet. Nik Coates replied that he received some language from the Police Chief and will send the information to the Committee.
- Tom Keegan made a motion to restore \$1,800 to Line 410 Electricity and \$2,000 to Line 411 Fuel (both in the Welfare Services budget), seconded by Don Milbrand.

Vote: 6 In Favor, 3 Opposed, and 1 Abstention. The motion passes.

- Shaun Lagueux moved the Welfare Services budget at \$42,850, seconded by Bob Emerson.
- John Sellers made a motion to reduce Line 440 Rent to \$22,500, seconded by Carol Huber.

Vote: 2 In Favor, 6 Opposed, and 2 Abstentions. The motion fails.

Vote: Welfare Services at \$42,850: 9 In Favor, 0 Opposed, and 1 Abstention. The motion passes.

Member Comments:

Kerrin Rounds commented that the numbers in the budget for debt service are not updated by the Select Board. Ms. Rounds asked the Town Administrator to make the adjustments and to update the numbers in the Budget Committee column of the budget.

Select Board Comments:

Shaun Lagueux informed the Committee that the Select Board will be meeting on Thursday to hold a final vote on warrant articles.

Administrator's Report:

Nik Coates informed the Committee that there are some typos in some police line items. Ms. Rounds requested that the adjustments be made and for an email to be sent to the Committee to be read into the record. Mr. Coates replied that the budget is being carefully looked at for errors and any errors will be reported.

Adjournment:

Shaun Lagueux made a motion to adjourn, seconded by Bob Emerson, passed with all in favor. The meeting was adjourned at 9:27 pm.

Respectfully submitted,
Wendy Costigan, Secretary

