

Budget Committee
Meeting Minutes
October 24, 2016

Present:

Chair- William Cote, Tom Keegan, Dave Carr, Bob Emerson, Kevin McCaffrie , Scott Sanschagrin, Betsy Schneider, JP Morrison, and John Sellers.

Absent: Ashley Dolloff, Don Milbrand, Wayne Anderson, and Rob Glassett.

Others Present: Les Dion and members of the non-profit agencies.

Call to Order:

Committee Chair William Cote called the meeting to order at 6:30pm.

Review of Minutes:

William Cote asked the committee to review the minutes from October 17, 2016. Kevin MacCaffrie made a motion to accept the minutes from October 17, 2016 as amended, seconded by Betsy Schneider. The Committee voted 6-0-2 in favor of the motion.

Correspondence:

Old Business:

John Sellers asked what was going on with the police detail fund. Bill Cote replied that he knows this is important but that work on revenues and the budget are the highest priority right now. JP Morrison commented that Cassandra and Wendy are focusing on working on the budget. Mr. Sellers commented that he wants a printout of the line item to see the ins and outs and that this is a Select Board and Town Administrator problem. Mr. Sellers commented that he wants the 2015 information to prove out the line item and that he should go to the state and involve them. Les Dion commented that Cassandra has said that all the revenues are not posted yet and she is uncomfortable giving a partial revenue report to the Committee. Ms. Dion commented that the Select Board is supporting staff so that the Committee can get the information. Betsy Schneider commented that perhaps the Select Board should consider no more outside details if the town doesn't know what the revenues are and that they won't know about paying people in the outside details. Mr. Morrison commented that the town is working on the budget and that the budget was pushed through in 2015 without knowing if the revenues or expenses were correct. Mr. Morrison commented that he is no more worried about the police detail than he is about the other parts of the budget. Kevin MacCaffrie commented that at this time last year no one was giving the Committee information on the budget from November through February and that the Committee voted on a budget with revenues last year. Mr. MacCaffrie commented that when the Committee comes to that police detail line item they can approve or disapprove based on the information given. Ms. Schneider asked how the Committee will know the numbers are accurate and asked if the Committee should have them audited. Bill Cote commented that he asked about 71 line items that have 100% funds available and was told that not all have been posted yet. Dave Carr asked when the Select Board meets do they approve bills. Ms. Dion replied that they do but that some bills are overdue and they are approving them now and that the Board was not getting bills to approve because they were never posted. Ms. Schneider commented that she looked at every manifest when she was on the Board. Ms. Dion commented that the town is going back and getting things caught up and that now is the time to move forward. Mr. Carr asked if the revenues are squared away yet. Ms. Dion replied that they are not finished yet. Mr. Sellers asked if the town is missing money from revenues this year. Mr. Morrison

replied that he has no knowledge of that and Ms. Dion replied that there is no indication of that and the Treasurer is comfortable with where the revenues are at.

New Business: Non-profit presentations:

Pemi River Local Advisory Committee: Max Stamp informed the Committee that PRLAC is requesting \$300 for 2017. Eight towns are served by the committee and all eight towns contributed to the budget in 2016. PRLAC does water testing on the Pemi River and tributaries and Northern Pass is another big project. The committee applied for intervenors status. Mr. Morrison asked where the milfoil in the brook came from. Mr. Stamp replied from Pemigewasset Lake.

Homeland Cemetery: Greg Bradley informed the Committee that they are requesting \$7,500 for 2017. The biggest expense is mowing the 19 acres at a cost of \$1,200 per mow. There are six mows per season. Municipalities need a place to bury their dead and this is the town's only option right now. Tom Keegan asked if other towns contribute and if other towns are allowed to use the cemetery. Mr. Bradley replied that Bristol is the only town that contributes and that a majority of the people buried there are from Bristol. Kevin MacCaffrie asked if Bristol is the only town that has rights to be buried there and if other towns have their own cemeteries. Mr. Bradley replied that other towns do have their own cemeteries they are just not as large. Kevin MacCaffrie asked if there is a standard charge. Mr. Bradley replied that there is a flat rate for everyone. Mr. MacCaffrie asked if there are any perpetual fees for care. Mr. Bradley replied that there are perpetual fees for planting and watering plants but not for mowing and snow removal. John Sellers asked if there are private donations. Mr. Bradley answered very rarely. JP Morrison asked if the cemetery charges more per spot if the person is not from Bristol. Mr. Bradley replied that he can bring this up with the Trustees. Tom Keegan asked if the cemetery has other sources of income. Mr. Bradley replied that they do have investments and the dividends are rolled over. John Sellers asked how much is in the reserved funds. Mr. Bradley replied that \$134,000 is in the reserved funds. Mr. MacCaffrie asked if mowing shouldn't be deducted from perpetual care. Mr. Bradley replied that mowing is not considered perpetual care and it's done for everyone. Betsy Schneider asked if the willow trees were taken down using the tree fund. Mr. Bradley replied that a Board member took the trees down. Dave Carr asked if all the lots sold include perpetual care. Mr. Bradley replied that not all lots sold include this. Betsy Schneider asked what the investment funds are used for. Mr. Bradley replied that the dividends have never been used and he will get back to the Committee regarding this. JP Morrison commented that the town never used to pay money to this cemetery. Mr. Bradley replied that all the town owned cemeteries may be full. Mr. Keegan commented that he is presently on the Board of the town cemeteries and that the town has not kept records of where people are buried in the town cemeteries. Ground penetrating radar would have to be used to find out where people are and are not buried.

Voices Against Violence: Rosemary D'Arcy informed the Committee that Voices Against Violence is a free service for victims of assault and domestic violence. The town of Bristol is one of the biggest beneficiaries of their services. Last year there were 107 contacts and this year there are already 200. Meg Kennedy Dugan commented that Bristol is only second to Plymouth in service hours. William Cote asked what a contact was. Ms. Dugan replied that a contact is the number of times they meet with a person. Tom Keegan asked if other towns are asked for funding. Ms. Dugan replied that almost all towns do give funding. Dave Carr asked if all of the town's contribution stays with the organization. Ms. Dugan

replied that it does and only 14% of the expense is for administrative and the rest of the funding goes to programs.

CADY: Deb Naro informed the Committee that the money last year helped fund the Restorative Justice program. The main objective of CADY is the prevention of drug use. CADY works closely with Newfound Area youth and works closely with the high school. The area Restorative Justice program has the highest success rate in NH. 100% of the town's contribution went to the Restorative Justice program. William Cote asked what happens to repeat offenders. Ms. Naro replied that they go to court and are not taken back into the program. Kevin MacCaffrie asked how many youth were served in the program. Ms. Naro replied that four Bristol youths were in the Restorative Justice Program. Betsy Schneider asked if area towns contribute. Ms. Naro replied that of the 17 towns asked for funding, 11 towns contributed including Alexandria, Hebron, and Bristol in the Newfound area.

Bridgehouse Shelter: Terri Potter handed out a list of donors to the Committee. Bristol residents served by the shelter include 1 couple with a daughter for 273 days and \$178 given for rental assistance, a male for 105 days and rental assistance, a veteran for 35 days, and a male was given \$750 in prevention funding. If a town does not support Bridgehouse shelter on their warrant, the town welfare office is sent an invoice for \$25 per day for residents who use their services. The actual value of the services is \$75 per day. The value of services to Bristol is approximately \$12,000. Bridgehouse is requesting \$1,500 from Bristol for 2017. John Sellers asked how the services are different from what town welfare offices do. Ms. Potter replied that town welfare offices make referrals to the Bridgehouse when it gets too taxing on the town to supply services. Betsy Schneider asked what the process is for referring to Bridgehouse. Ms. Potter replied that people do meet with a case advocate to go over available sources. It is an obligation of towns to supply welfare. John Sellers asked how many spaces does the Bridgehouse have. Ms. Potter replied that they can house up to 20-22 people comfortably and in winter they do set up cots.

Newfound Lakes Region Association: Boyd Smith informed the Committee that NLRA is involved with stewardship of the land and water in the Newfound watershed. NLRA has a lot of their goals in alignment with the Bristol Master Plan goals. The Lake Host program was allocated money from the 2016 Bristol funding. Mr. Smith informed the Committee that a new part of the 2017 request of \$4,000 includes a program to hire local youth to do projects around the watershed. Betsy Schneider asked what the projects included. Mr. Smith replied that the projects are with private owners who live within 250 feet of water who responded to the request of potential projects. Kevin MacCaffrie asked how storm water projects are prioritized for funding. Mr. Smith replied that there are more projects than can be done and that the projects are a first come first serve. Scott Sanschagrin asked if the land owners pay for materials for the projects. Mr. Smith replied that a written agreement is created that states that the owners supply the materials. Ms. Schneider asked if the \$1,000 for the Lake Host program is to pay for people or are they volunteers. Mr. Smith replied that lake hosts are not purely volunteers and that the project is run at the state level. The money goes back to the state and then people are hired at \$10 per hour. The costs are matched with state funds. NLRA spent \$4,000-\$5,000 last year on salaries for lake hosts. JP Morrison asked to see, in writing, what other towns contribute. Mr. Smith replied that the five towns in the watershed were sent funding requests. Last year Bristol contributed \$1,500, Bridgewater contributed \$1,400, Alexandria contributed \$1,000, Hebron contributed \$2,000, and Groton contributed \$500. JP Morrison asked what it costs to produce the NLRA newsletter. Mr. Smith replied

that it cost about \$2.50 for each print. The newsletter is sent twice a year to 600 members and extras are printed also.

Member Comments:

Bill Cote informed the Committee that he started working on an Excel spreadsheet that shows expenses from 2013-2016 with a line that includes a 2017 budget line for the Select Board and the Budget Committee. The Committee is scheduled to have the 2017 budget by November 21st. The next meeting is November 14th with the CIP presentation. Mr. Cote proposed adding two meetings in November on the 21st and 28th before the December 3rd department heads meeting. Kevin MacCaffrie commented that they will have questions ready to go for the department heads with the document Bill Cote is preparing. Mr. Cote replied that he needs accurate 2016 expenses. JP Morrison replied that the revenues are needed also.

Kevin MacCaffrie made a motion to add two more meetings on November 21, 2016 and November 28, 2016, seconded by John Sellers. The Committee voted 9-0 in favor of the motion.

Select Board Comments:

Administrator's Report:

Adjournment:

John Sellers made a motion to adjourn, seconded by Bob Emerson. The motion passed with all in favor.

Respectfully submitted,
Wendy Costigan, Secretary