

Town of Candia
Budget Committee Meeting
Public Hearing on the Town Budget
December 5, 2023
7:00 PM
Town Hall Meeting Room
and via Zoom

Lynn Chivers called the meeting to order at 7:00 pm and led the Pledge of Allegiance.

Attendees: Susan Young (Selectmen's Rep)

Katrina Niles

William Saffie

Lynn Chivers, Chair

Bob Stout

Stephanie Helmig

Susan Gill

Brenda Coughlin

Josh Reap (virtual)

Josh Reap left the meeting before voting on the warrant articles.

Others: Andria Hanson, Russell Dann, Jeff Wuebbolt - Road Agent, Mike McGillen - Police Chief, Carla Penfield – Trustee of the Trust Funds, Dean Young- Fire Chief, Chuck Whitcher – Recycling Center Facility Operator, Mike Kelly – Captain of Fire Dept., Isaiah Soucy – Fire Department.

Old Business:

- **Minutes from November 29, 2023, meeting.**

Bob Stout made a motion to accept the minutes of November 29, 2023.

Brenda Coughlin seconded the motion.

Katrina Niles abstained.

Josh Reap not yet in attendance.

The motion passed. 7-1-0

- **Public Input Hearing on Proposed Town Budget**

Public hearing was opened at 7:02 pm.

Mike Kelly, Fire Department Captain pointed out that the ambulance wages change is up by \$30,000 because it was cut last year, and he added it back. He also added a bit for week-end stipend.

Brenda asked the Police Chief if they got the cost for the new cruiser. The cost is \$48,000+.

Bob Stout asked the Department heads to speak about where they can cut 2% or 3%.

Fire Chief Young said he does not want to cut his budget.

Road Agent – Jeff Wuebbolt said there is nowhere for him to make a cut. Lynn asked if the money for the Block Grant can be used for anything they want. Jeff said it must be for Highway. She then asked if they get \$100,000 from the Block Grant, can they remove that amount from the budget. Jeff stated that if they get the revolving fund with the warrant article, it would work like the Highway Fund. He would have to bring a request to the Selectmen for a highway project. The warrant article will let them take on more projects or do projects that cost more than the average project. Money not spent will remain in the revolving fund and accrue from year to year.

Chief McGillen stated that they are giving out \$15,000 for new hires to try to entice people to come to Candia. Those funds were not budgeted this past year and they will need to come out of somewhere. There are some conditions. They are going to try to encumber some funds this year to help pay for the cruiser. He won't know until the Selectmen vote on it.

Brenda asked about the resource officer. The Chief said it comes out of the School Dept. budget.

Carla Penfield said the Police Dept. budget shows \$208,000 left in this year's budget. Does that mean there will be money to encumber for the cruiser?

Lynn said maybe but there is still more time in this fiscal year for expenses.

Chuck Whitcher said the recycling center budget will be down a little bit and they have one big project coming up but they may be able to take out a couple thousand.

Lynn said they have a capital reserve fund. Can they take some of the money for repairs on the equipment. Chuck said he is not sure what is in that fund or for what it can be used.

Susan Young spoke as a resident. She stated the Fire Department does not get paid; they get a stipend as a volunteer. They leave their jobs to go to calls. She wanted to let everyone know that they do not get paid.

Dean Young stated that is his complaint. He submitted a budget as low as he can make it. If the budget committee wants him to make a cut, they should tell him where to make a cut.

Bob Stout said the reason he is on the Budget Committee is to ask the questions. They are looking at an 11% or 12% increase so he asked the question of where money can be cut.

If a department head said he cannot make a cut, just tell him that as the answer to the question.

Article 2 is the default budget of \$3,637,656.00.

Article 5 - \$30,000 for the Recycle Center Equipment and Capital Improvement Capital Reserve Fund. Carla Penfield asked what this is for. Jeff stated it is towards a loader they need to replace at a cost of \$100,000.

Article 16 for \$2,998,000 for a new Police Department Facility. We do not know the amount of interest. This number is the principle only. Carla Penfield said she did some numbers. In 2023, we added money for the ambulance. If the bond passes, we will add an average of \$300,000 more to the budget. In 2023/2024 we will have increased the budget by \$600,000. The school will add another line that will add more than several hundred thousand a year for a lease. Lynn stated the school has had the lease in the budget for the past two years, and they have made three payments to date.

Lynn said it requires a 3/5 ballot vote to pass.

Carla asked how they explain the warrant article to the public so they understand the true cost.

Russ Dann, said the construction would not start until the latter part of 2024 so there will be no utility costs etc. They will not be in the building until the spring of 2025. It will cost another \$300,000 each year it is put off.

Brenda asked how much has been spent to date for the land and the architect, etc.

Susan Young said it was paid from the Capital Improvement Fund.

Chief McGillen said they brought the total cost down as much as they could.

Their question was raised as to how they can educate the residents, so they understand the warrant articles they are voting on. It's the same 40 people who show up at the deliberative session.

- **Vote on recommended Town Budget**

Stephanie asked for the last three years of budget vs actual expense with the encumbrances kept separate. No vote was taken on the Town Budget.

New Business

- **Review non-petition articles.**

Warrant Articles: See below for full warrant articles.

#2 – No vote article.

#3 - Susan Young made a motion to recommend article 3.
Brenda Coughlin seconded the motion.
The motion passed 8-0-0

#4 - Susan Young made a motion to recommend article 4.
Stephanie Helmig seconded the motion.
Motion passed. 8-0-0

#5 - Katrina Niles made a motion to recommend Article 5.
Bob Stout seconded the motion.
Motion passed. 7-0-1

Roll call.

Lynn Chivers – yes

Susan Young – yes

Brenda Coughlin – yes

Susan Gill – yes

Stephanie Helmig – yes

Katrina Niles – yes

Bill Saffie - no

Bob Stout – yes

#6 – Susan Gill made a motion to recommend Article 6.
Stephanie Helmig seconded the motion.
Motion passed. 8-0-0

#7 – Brenda Coughlin made a motion to recommend Article 7.
Katrina Niles seconded the motion.
Motion passed. 8-0-0

#8 – Susan Gill made a motion to recommend Article 8.
Bill Saffie seconded the motion.
Motion passed. 8-0-0

#9 – No vote article.

#10 – Katrina Niles made a motion to recommend Article 10.
Brenda Coughlin seconded the motion.
Motion passed. 8-0-0

#11 – Brenda Coughlin made a motion to recommend Article 11.
Bob Stout seconded the motion.
Motion passed. 8-0-0.

#12 – Susan Young made a motion to recommend Article 12.
Susan Gill seconded the motion.
Motion passed 7-0-1

Roll call
Susan Young – yes
Brenda Coughlin – yes
Susan Gill – yes
Lynn Chivers – yes
Stephanie Helmig – yes
Katrina Niles – yes
Bill Saffie – no
Bob Stout – yes

#13 – Susan Young made a motion to recommend Article 13.
Brenda Coughlin seconded the motion.
Motion passed. 8-0-0

#14 – Bob Stout made a motion to recommend Article 14.
Katrina Niles seconded the motion.
Motion passed. 8-0-0

#15 – Susan Young made a motion to recommend Article 15.
Brenda Coughlin seconded the motion.
Motion passed. 8-0-0

#16 – Lynn stated they will ask the Selectmen to clarify how the Article is written.
Susan Young stated that she will vote as the Selectmen Representative.
Brenda Coughlin made a motion to NOT recommend article 16.
Motion passed 6-1-1

Roll call
Susan Young – yes
Brenda Coughlin – no
Susan Gill – no
Lynn Chivers – no
Stephanie Helmig – no
Katrina Niles – no
Bill Saffie – no
Bob Stout - abstained

#18 – No vote needed.

#19 & #20 – Susan Young made a motion to recommend and vote for both articles as one.
Bob Stout seconded the motion.
Motion passed. 7-0-1

Roll call
Susan Young – yes
Brenda Coughlin – no
Susan Gill – yes

Lynn Chivers – yes
Stephanie Helmig – yes
Katrina Niles – yes
Bill Saffie – yes
Bob Stout - yes

#21 - #28 Susan Young made a motion to NOT recommend and vote for Articles 21 – 28 together.
Katrina Niles seconded the motion.
Motion passed 7-0-1

Roll call.
Susan Young – yes
Brenda Coughlin – no
Susan Gill – no
Lynn Chivers – no
Stephanie Helmig – no
Katrina Niles - no
Bill Saffie – no
Bob Stout – no

#29 No vote needed.

Susan Gill made a motion to suspend the public hearing at 8:30 pm and will reconvene on January 10, 2024 at 7:00 pm.
Bill Saffie seconded the motion.
Motion passed.

The next meeting will be December 13, 2023.

Respectfully submitted,

Joan Monaco
Administrative Assistant

WARRANT ARTICLES

ARTICLE 2.

To see if the Town will vote to raise and appropriate as an **Operating Budget**, this operating budget warrant article does not include appropriations by special warrant articles and other appropriations vote separately, the amounts set forth on the budget posted with the warrant or as amended by vote of the first session, for the purposes set forth therein, totaling **\$4,028,677**. Should this article be defeated, the default budget shall be **\$0,000,000** which is the same as last year, with certain adjustments required by previous action of the Town of Candia or by law; or the governing body may hold one special meeting, in accordance with RSA 40:13, X and XVI, to take up the issue of a revised operating budget only.
(Recommended by the Board of Selectmen by a vote of)
(Recommended by the Budget Committee by a vote of)

ARTICLE 3.

To see if the Town will vote to raise and appropriate the sum of One Hundred Sixty Thousand dollars (**\$160,000**) for the operating expenses of the **Smyth Public Library**. Funds are to be expended under the direction of the Smyth Public Library Association.

(Recommended by the Board of Selectmen by a vote of)

(Recommended by the Budget Committee by a vote of)

ARTICLE 4.

To see if the town will vote to raise and appropriate the sum of **\$20,000.00** to the Candia Youth Athletic Association for the specific expenses of providing youth recreation programs to the children of Candia. Said expenses to be expended under the direction of the Candia Youth Athletic Association Board of Directors in accordance with the approved budgets. (Submitted by petition)

(Recommended by the Board of Selectmen by a vote of)

(Recommended by the Budget Committee by a vote of)

ARTICLE 5.

To see if the Town will vote to raise and appropriate the sum of Thirty Thousand Dollars (**\$30,000**) to be deposited into the existing **Recycle Center Equipment and Capital Improvement Capital Reserve Fund** under the provisions of RSA 35:1 adopted at the March 2017 Town Meeting, for the purpose of funding major capital improvements in the Recycling Center and the replacement of equipment used at the Center with the Selectmen appointed as agents.

(Recommended by the Board of Selectmen by a vote of)

(Not recommended by the Budget Committee by a vote of)

ARTICLE 6.

To see if the town will vote to raise and appropriate the sum of One Hundred Fifty Thousand Dollars (**\$150,000**) for **Excess Winter Road Maintenance**, these funds will not be used unless the operating winter maintenance funds are exhausted. This will be a non-transferable appropriation. Said funds to be expended under the direction of the Board of Selectmen.

(Recommended by the Board of Selectmen by a vote of)

(Recommended by the Budget Committee by a vote of)

ARTICLE 7.

To see if the town will vote to raise and appropriate the sum of Two Hundred Thousand Dollars (**\$200,000**) for the reconstruction of the Northern portion of **Tower Hill Road**. Said funds to be expended under the direction of the Board of Selectmen.

(Recommended by the Board of Selectmen by a vote of)

(Recommended by the Budget Committee by a vote of)

ARTICLE 8.

To see if the town will raise and appropriate the sum of One Hundred Fifty Thousand Dollars (**\$150,000**) for resurfacing of the southern portion of **South Road**. Said funds to be expended under the direction of the Board of Selectmen

(Recommended by the Board of Selectmen by a vote of)

(Recommended by the Budget Committee by a vote of)

ARTICLE 9.

To see if the Town will vote to establish a Revolving Fund pursuant to RSA 31:95-h for the purpose of funding Highway Department projects. All monies received from the Highway Block Grant will be deposited into this fund, and the money in the fund shall be allowed to accumulate from year to year and

shall not be considered part of the town's general surplus. The Town Treasurer shall have custody of all moneys in the fund and shall pay out the same only upon the order of the governing body and no further approval is required by the legislative body to expend. Such funds may be expended only for the purpose for this the fund was created. **This article would result in no increase in the amount to be raised by taxes.**

ARTICLE 10.

To see if the Town will vote to raise and appropriate the sum of Seventy-Five Thousand Dollars (**\$75,000**) to be deposited in the **Fire Apparatus Capital Reserve Fund**, established under RSA 35:1 at the March 1991 Town Meeting, for the future purchase of the fire apparatus and equipment with the Selectmen appointed as agents.

(Recommended by the Board of Selectmen by a vote of)

(Recommended by the Budget Committee by a vote of)

ARTICLE 11.

To see if the Town will vote to raise and appropriate the sum of Seventy-Five Thousand Dollars (**\$75,000**) to be deposited in the **Fire Station Infrastructure and Grounds Capital Reserve Fund** under the provisions of RSA 35:1 at the March 2017 Town Meeting, for the purpose of providing for major capital investments in the fire station building infrastructure and grounds to keep the building and property sound, functional and safe well into the future with the Selectmen appointed as agents.

(Recommended by the Board of Selectmen by a vote of)

(Recommended by the Budget Committee by a vote of)

ARTICLE 12.

To see if the Town will vote to raise and appropriate the sum of Twenty Thousand Dollars (**\$20,000**) to be placed in the existing **Revaluation Capital Reserve Fund** for the Future Revaluation of the municipality. Said funds to be expended under the direction of the Board of Selectmen.

(Recommended by the Board of Selectmen by a vote of)

(Recommended by the Budget Committee by a vote of)

ARTICLE 13.

To see if the Town will vote to raise and appropriate the sum of Four Thousand Dollars (**\$4,000**) for the operation and maintenance of the **Fitts Museum**. Said funds to be expended under the direction of the Trustees of the Fitts Museum. (By request of the Trustees of the Fitts Museum).

(Recommended by the Board of Selectmen by a vote of

(Recommended by the Budget Committee by a vote of)

ARTICLE 14.

To see if the town will vote to raise and appropriate the sum of Two Thousand Five Hundred Dollars (**\$2,500**) to be placed in the existing **Town Office Building Maintenance Fund**. Said funds to be expended under the direction of the Board of Selectmen.

(Recommended by the Board of Selectmen by a vote of)

(Recommended by the Budget Committee by a vote of)

ARTICLE 15.

To see if the town will vote to raise and appropriate the sum of Four Thousand Five Hundred Dollars (**\$4,500**) to be placed in the existing **Smyth Memorial Building Fund**. Said funds to be expended under the direction of the Board of Selectmen.

(Recommended by the Board of Selectmen by a vote of)

(Recommended by the Budget Committee by a vote of)

ARTICLE 16.

To see if the Town will vote to raise and appropriate the sum of Two Million Nine Hundred and Ninety-Eight Thousand Dollars (\$2,998,000) for the construction of a new Police Department Facility, and to authorize the issuance of not more than Two Million Nine Hundred and Ninety-Eight Thousand Dollars (\$2,998,000) of bonds or notes in accordance with the provisions of the Municipal Finance Act (RSA 33) and to authorize the selectmen to issue and negotiate such bonds or notes and to determine the rate of interest thereon and the maturity and other terms thereof and to apply for, obtain and accept federal, state or other aid, if any, which may be available for said project and to take such other actions or to pass any other votes relative thereto as shall be in the best interest of the Town of Candia. (Recommendations required) (3/5 ballot vote required).

ARTICLE 18.

To see if the town will vote to dissolve the expendable trust fund established in 2008 know as the **“Incinerator Decommissioning and Site Closure Expendable Trust Fund”**. Said funds and accumulated interest to date of withdrawal, are to be transferred to the **Recycle Center Equipment and Capital Improvement Capital Reserve Fund** .

ARTICLE 19.

To see if the Town will vote to raise and appropriate the sum of One Hundred Thirty-Five Thousand Dollars (**\$135,000**) to be added to the **Future Capital Improvements Capital Reserve Fund** previously established. This sum to come from the undesignated fund balance. No amount to be raised from taxation. (Recommended by the Board of Selectmen by a vote of) (Recommended by the Budget Committee by a vote of)

ARTICLE 20.

To see if the Town will vote to raise and appropriate the sum of **\$200,000** to be added to the **Future Capital Improvements Capital Reserve Fund** previously established. This sum to come from the undesignated balance. No amount to be raised from taxation. (Recommended by the Board of Selectmen by a vote of 5-0-0) (Recommended by the Budget Committee by a vote of)

ARTICLE 21.

To see if the Town will vote to raise and appropriate the sum of Six Thousand Eight Hundred Seven Dollars (**\$6,807**) in support of the **Rockingham County Community Action**. (Recommended by the Board of Selectmen by a vote of) (Not recommended by the Budget Committee by a vote of)

ARTICLE 22.

To see if the Town will vote to raise and appropriate the sum of Four Thousand Dollars (**\$4,000**) in continuation of its support of the **Visiting Nurse Association of Manchester and Southern New Hampshire**. (Recommended by the Board of Selectmen by a vote of) (Not recommended by the Budget Committee by a vote of)

ARTICLE 23.

To see if the Town will vote to raise and appropriate the sum of Two Thousand One Hundred Dollars (**\$2,100**) in continuation of its support of the **Rockingham County Nutrition and Meals on Wheels Program**. (Recommended by the Board of Selectmen by a vote of) (Not recommended by the Budget Committee by a vote of)

ARTICLE 24.

To see if the Town will vote to raise and appropriate the sum of One Thousand Four Hundred Dollars (**\$1,400**) in continuation of its support of **Waypoint (formally Child and Family Services)**.

(Recommended by the Board of Selectmen by a vote of)

(Not recommended by the Budget Committee by a vote of)

ARTICLE 25.

To see if the Town will vote to raise and appropriate the sum of One Thousand Dollars (**\$1,000**) in continuation of its support of the **CASA (Court Appointed Special Advocates for Children)**.

(Recommended by the Board of Selectmen by a vote of)

(Not recommended by the Budget Committee by a vote of)

ARTICLE 26.

To see if the Town will vote to raise and appropriate the sum of One Thousand Dollars (**\$1,000**) in support of the **Home Health and Hospice Care**.

(Recommended by the Board of Selectmen by a vote of)

(Not recommended by the Budget Committee by a vote of)

ARTICLE 27.

To see if the Town will vote to raise and appropriate the sum of One Thousand Dollars (**\$1,000**) in continuation of its support of **Big Brother/Big Sister**.

(Recommended by the Board of Selectmen by a vote of)

(Not recommended by the Budget Committee by a vote of)

ARTICLE 28.

To see if the Town will vote to raise and appropriate the sum of Two Hundred Twenty-Five Dollars (**\$225**) in continuation of its support of the **Retired and Senior Volunteer Program**.

(Recommended by the Board of Selectmen by a vote of)

(Not recommended by the Budget Committee by a vote)

ARTICLE 29.

To see if the Town will vote to allow the Candia Conservation Commission to expand the existing Dennis Lewis Town Forest and permanently protect it by combining the Town Properties currently under the management and responsibility of the Conservation Commission in the New Boston Road area and putting a Conservation Easement on them

at no additional expense to the Town. Said properties are shown on the 2022 Schedule of Town Property as Map/Lots 406-081-I, 406-082, 406-083, 406-100-1 and 406-103-1, an area consisting of 78.6 +/- Acres.