

Town of Candia
Budget Committee Meeting
Supplemental Public Hearing on the Town and School Budgets
January 10, 2024
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: Lynn Chivers, Chair
Katrina Niles
Susan Young (Selectmen's Rep)
Bob Stout
Brenda Coughlin
William Saffie
Stephanie Helmig
Susan Gill
Josh Reap

Others: Andria Hanson, Dean Young – Fire Chief, Mike McGillen - Police Chief, Brian Brock – Chester Turnpike

OLD BUSINESS:

- **Minutes from December 13, 2023, meeting.**

Brenda Coughlin made a motion to accept the minutes of December 13, 2023.

Bill Saffie seconded the motion.

The motion passed. 9-0-0

- **REVIEW TOWN WARRANT ARTICLES AND MAKE RECOMMENDATIONS**

Josh Reap made a motion to lump Article 19 – 26 as one vote.

Bill Saffie seconded the motion.

Motion passed. 9-0-0

- **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 **\$3,967,677.00**. Should this article be defeated, the default budget shall be **\$3,637,656.00** 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 5-0-0)

(Recommended by the Budget Committee by a vote of 9-0-0)

- **ARTICLE 3.**

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).

(Recommended by the Board of Selectmen by a vote of 3-2-0)

(Not Recommended by the Budget Committee by a vote of 7-0-2)

- **ARTICLE 4.**

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 5-0-0)

(Recommended by the Budget Committee by a vote of 9-0-0)

- **ARTICLE 5.**

To see if the town will vote to raise and appropriate the sum of **\$25,000.00** 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 5-0-0)

(Recommended by the Budget Committee by a vote of 9-0-0)

- **ARTICLE 6.**

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 5-0-0)

(Recommended by the Budget Committee by a vote of 9-0-0)

- **ARTICLE 7.**

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 5-0-0)

(Recommended by the Budget Committee by a vote of 9-0-0)

- **ARTICLE 8.**

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 5-0-0)

(Recommended by the Budget Committee by a vote of 9-0-0)

- **ARTICLE 9.**

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 5-0-0)
(Recommended by the Budget Committee by a vote of 9-0-0)

- **ARTICLE 10.**

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.**

(Recommended by the Board of Selectmen by a vote of 5-0-0)

- **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 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 5-0-0)

(Recommended by the Budget Committee by a vote of 9-0-0)

- **ARTICLE 12.**

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 5-0-0)

(Recommended by the Budget Committee by a vote of 9-0-0)

- **ARTICLE 13.**

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 5-0-0)

(Recommended by the Budget Committee by a vote of 9-0-0)

- **ARTICLE 14.**

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 5-0-0)

(Recommended by the Budget Committee by a vote of 9-0-0)

- **ARTICLE 15.**

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 5-0-0)

(Recommended by the Budget Committee by a vote of 9-0-0)

- **ARTICLE 16.**

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 5-0-0)

(Recommended by the Budget Committee by a vote of 9-0-0)

- **ARTICLE 17.**

To see if the town will vote to dissolve the expendable trust fund established in 2008 known 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**.

(Recommended by the Board of Selectmen by a vote of 5-0-0)

- **ARTICLE 18.**

To see if the Town will vote to raise and appropriate the sum of Three Hundred Thirty-Five Thousand Dollars (**\$335,000**) 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 5-0-0)

(Recommended by the Budget Committee by a vote of 5-0-4)

- **ARTICLE 19.**

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 5-0-0)

(Not recommended by the Budget Committee by a vote of 8-0-1)

- **ARTICLE 20.**

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 5-0-0)

(Not recommended by the Budget Committee by a vote of 8-0-1)

- **ARTICLE 21.**

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 5-0-0)

(Not recommended by the Budget Committee by a vote of 8-0-1)

- **ARTICLE 22.**

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 5-0-0)
(Not recommended by the Budget Committee by a vote of 8-0-1)

- **ARTICLE 23.**

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 5-0-0)
(Not recommended by the Budget Committee by a vote of 8-0-1)

- **ARTICLE 24.**

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 5-0-0)
(Not recommended by the Budget Committee by a vote of 8-0-1)

- **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 **Big Brother/Big Sister**.
(Recommended by the Board of Selectmen by a vote of 5-0-0)
(Not recommended by the Budget Committee by a vote of 8-0-1)

- **ARTICLE 26.**

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 5-0-0)
(Not recommended by the Budget Committee by a vote 8-0-1)

- **ARTICLE 27.**

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.
(Recommended by the Board of Selectmen by vote of 5-0-0)

- **ARTICLE 28.**

To see if the Town will vote to authorize the Selectmen to formally transfer the management and responsibility for the following town-owned properties to the Candia Conservation Commission, to be held forever in trust for the benefit and enjoyment of the citizens:

1. High Street (Map 404, Lot 118) 10.30 acres off Donovan Road
2. High Street (Map 405, Lot 042-1) 2.38 acres off Donovan Road
3. High Street (Map 405, Lot 042-2) 5.10 acres off Donovan Road
4. High Street (Map 411, Lot 038) 35 acres off Donovan Road

Further, to designate these properties, in accordance with RSA 31:110, as a part of the Candia Town Forest System. (Submitted by Petition)

- **Take final vote on Town Budget**

Brenda Coughlin came up with cuts that she would like to see made in the amount of \$297,770.00, without any cuts to the Highway Department which she thinks should be looked at. If we take something from the Highway Department, we could get it to the default budget.

Brenda Coughlin made a motion to set the operating budget with the default budget of \$3,637,656.00. Motion failed due to no second motion.

Bob Stout made a motion to set the operating budget at \$3,967,677.00 pending vote to change warrant article #7.

Stephanie Helmig seconded the motion.

Lynn Chivers - Yes

Katrina Niles – Yes

Susan Young (Selectmen’s Rep) - Yes

Bob Stout - Yes

Brenda Coughlin - Yes

William Saffie - Yes

Stephanie Helmig - Yes

Susan Gill - Yes

Josh Reap – Yes

Motion passed. 9-0-0

- **Review School Warrant Articles and make recommendations**

- **Article 01 Election of Officers**

To choose the following school district officers:

- a) Two School Board Members 3-year term

- **Article 02 Operating Budget**

Shall the Candia School District raise and appropriate as an operating budget, not including appropriations by special warrant articles and other appropriations voted separately, the amounts set forth on the budget posted with the warrant or as amended by vote of the first session, for purposes set forth therein, totaling \$10,404,612? Should this article be defeated, the default budget shall be \$10,404,612, which is the same as last year, with certain adjustments required by previous action of the Candia School District or by law; or the 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.

Estimated Tax Rate Impact: (\$3.78)

(Recommended by the Budget Committee by a vote of 8-0-1)

- **Article 03 CESPAs Collective Bargaining Agreement**

Shall the Candia School District vote to approve the cost items included in an agreement to modify the 2022-2025 collective bargaining agreement reached between the Candia School Board and the Candia Education Support Professionals Association which calls for an increase in salaries and benefits of \$38,524 at current staffing levels over the amount that would be paid under the existing contract in the 2024-2025 fiscal year; and to raise and appropriate \$38,524 such sum representing the additional costs attributable to the increase in salaries and benefits to the current contract that will be paid at current staffing levels?

Estimated Tax Rate Impact: \$0.05

(Recommended by the Budget Committee by a vote of 9-0-0)

- **Article 04 CEA Collective Bargaining Agreement**

Shall the Candia School District vote to approve the cost items included in an agreement to modify the 2023-2026 collective bargaining agreement reached between the Candia School Board and the Candia Education Association, which calls for the following increases in salaries and benefits at the current staffing levels over the amount that would be paid under the existing contract:

2024-2025 \$46,043

2025-2026 \$51,168

and further to raise and appropriate \$46,043 for the 2024-2025 fiscal year, such sum representing the additional costs attributable to the increase in salaries and benefits to the current contract that will be paid at current staffing levels?

Estimated Tax Rate Impact: \$0.06

(Recommended by the Budget Committee by a vote of 9-0-0)

OTHER BUSINESS

Boy Scout Packet

Brenda Coughlin made a motion to put the tax impact sheet into the boy scout packet.

Bill Saffie seconded the motion.

Motion passed. 9-0-0

The next meeting will be the Town Deliberative Session 9:00 am at the Moore School on February 3, 2024.

The School Deliberative Session will be held February 8, 2024 at 6:00 pm at the Moore School.

Lynn stated she would like to vote to give the administrative assistant a raise to \$20 per hour.

Susan Young made a motion to give the administrative assistant a raise to \$20 per hour.

Katrina Niles seconded the motion.

Motion passed. 9-0-0.

Stephanie Helmig made a motion to adjourn the meeting at 8:37 pm.

Josh Reap seconded the motion.

Motion passed.