

Town of Candia
Budget Committee Meeting
Approved Minutes
April 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)
Ryan Young
Brenda Coughlin
William Saffie
Susan Gill
Josh Reap

Absent: Stephanie Helmig

Others: Andria Hanson

Introductions

Election of officers
Susan Gill nominated Lynn Chivers as Chair.
Susan Young seconded the motion.

Lynn Chivers – aye
Katarina Niles – aye
Susan Young – aye
Ryan Young -aye
Brenda Coughlin – aye
William Saffie – aye
Susan Gill – aye
Josh Reap - aye
Motion passed. 8-0

Susan Young nominated Susan Gill as Vice Chair.
Katrina Niles seconded the motion.

Lynn Chivers – aye
Katarina Niles – aye
Susan Young – aye
Ryan Young -aye
Brenda Coughlin – aye
William Saffie – aye
Susan Gill – aye
Josh Reap – aye

Motion passed. 8-0

Brenda Coughlin nominated herself as Secretary.
Josh Reap seconded the motion.

Lynn Chivers – aye
Katarina Niles – aye
Susan Young – aye
Ryan Young -aye
Brenda Coughlin – aye
William Saffie – aye
Susan Gill – aye
Josh Reap – aye
Motion passed. 8-0

Old Business

Approve minutes from previous meetings.

January 10, 2024, Minutes

Lynn stated that on the last page the words “minute taker” should be changed to administrative assistant.
Katrina Niles made a motion to approve the minutes of January 10, 2024, as corrected.
Bill Saffie seconded the motion.

Lynn Chivers – aye
Katarina Niles – aye
Susan Young – aye
Ryan Young -abstained.
Brenda Coughlin – aye
William Saffie – aye
Susan Gill – aye
Josh Reap - aye
Motion passed. 7-1-0

February 3, 2024

Susan Young made a motion to approve the minutes of February 3, 2024.
Brenda Coughlin seconded the motion.

Lynn Chivers – aye
Katarina Niles – aye
Susan Young – aye
Ryan Young -abstained
Brenda Coughlin – aye
William Saffie – aye
Susan Gill – aye
Josh Reap - aye
Motion passed. 7-1-0

February 8, 2024

Susan Young made a motion to approve the minutes of February 8, 2024.
Katrina Niles seconded the motion.

Lynn Chivers – aye
Katarina Niles – aye
Susan Young – aye
Ryan Young - abstained
Brenda Coughlin – abstained
William Saffie – aye
Susan Gill – aye
Josh Reap - abstained
Motion passed. 5-3-0

Answer questions from last meeting.

None

New Business

Review town budget expenses and revenues.

Year to Year Expenditure Comparison:

Brenda Coughlin asked about the deficit that already exists for Animal Control
Andria Hanson said there was an abandoned dog that had to be housed at the vet.

Brenda Coughlin had a question on the computers that are being purchased for the next two years.

Brenda Coughlin asked about patching budget in the Highway Department.
Andria Hanson said she thinks he is done patching for the year.

Brenda Coughlin asked about the culverts. There was \$8000 budgeted, and he has spent \$1800 to date.
Susan Young said there is a big culvert that needs to be done but the funds are coming from the Capital Reserves.

Brenda Coughlin asked about the winter payroll through March for the Highway Department. There is only 38% left.
Andria Hanson said the cost was for the last two storms.

Brenda Coughlin asked about the computer expenses for the Police Department. A large amount of the budget has been spent already. She asked if they are for the cars. Andria Hanson said she believes they are for the cars.

Brenda Coughlin asked about the solid waste disposal communications line. There is only 50% left on this line item.
Andria Hanson said she will have to check what this expense was as they do not have phones.

Brenda Coughlin asked what happened to the sprinklers in the Town Building budget/
Andria Hanson said it was for the sprinklers that had to be replaced as they were corroded.

Brenda Coughlin asked about the Town Officers line item for Dues, Subscriptions and Seminars.
Is this spent once a year to cover for the year?
She also asked about the copier toner and maintenance.
Andria Hanson said they should be ok.

Brenda Coughlin asked what legal notices are?

Andria Hanson said the ZBA cases must be listed in the newspaper. It is very expensive. She also said any public hearing the Board of Selectmen have also must be listed in the newspaper.

Revenue Report:

Brenda Coughlin asked about the penalties and interest line item is.

Lynn Chivers said it is income generated when people pay their taxes late.

Josh Reap had previously asked for a report on the capital expenditures which they committee received and went over.

Bill Saffie asked if the Police Department will be renovating the existing building.

Brenda Coughlin asked why the town would approve to spend \$80,000 before the Town voted to build a new Police Station.

Susan Young said it was because they didn't know it would not be voted in. She said the costs started to snowball once they engaged with an architect.

Brenda Coughlin asked if they spend the same money to renovate the existing building after they have already spent \$121,910.

Susan Young stated she does not believe it will cost as much. She said there is an architect who volunteered to do plans for free.

Andria Hanson asked if a budget committee member wants to be a representative to the Safety Committee she would recommend it.

Lynn Chivers said she would support anyone who wants to be on the Safety Committee.

Josh Reap said he will check and let Lynn know at the next meeting.

There were no questions on the report from the Trust Fund.

Review school budget expenses and revenues

School District expenditure report.

Brenda Coughlin asked about the deficits and what the available balance is.

Lynn Chivers said they have \$180,000 until the end of the year. Salaries etc. have already been encumbered. The \$180,000 is what they feel will remain at the end of the year.

There were no questions to send to Stephanie.

Other

Brenda Coughlin made a motion to adjourn the meeting.

Josh Reap seconded the motion.

Lynn Chivers – aye

Katarina Niles – aye

Susan Young – aye

Ryan Young -aye

Brenda Coughlin – aye

William Saffie – aye

Susan Gill – aye
Josh Reap – aye
Motion passed 8-0

Respectfully submitted,

Joan Monaco
Administrative Assistant