

Regular Meeting of the
Candia Budget Committee
April 9, 2014
Town Hall, Candia, NH
Approved Minutes of the Public Session

Present: Chairman Matthew Broadhead, Vice-Chair Allyn Chivers, Secretary Paul Leblond, Rebecca Cronk, Mark Laliberte, Selectman's Rep. Carleton Robie, School Board Alternate Rep. Kim Royer

Excused: Todd Allen, School Board Rep. Emily Roster

Absent: Carol Coppola

Also Present: Road Agent Dennis Lewis, Marlene Montminy

Call to Order

Chairman Broadhead called the meeting to order at 7:00 pm and led the attendees in the Pledge of Allegiance.

Administrative Business

Election of Officers

Motion: To elect Matthew Broadhead as Chairman. Motion by Paul Leblond, second by Allyn Chivers. All in favor, motion carried.

Motion: To elect Allyn Chivers as Vice-Chair. Motion by Paul Leblond, second by Rebecca Cronk. All in favor, motion carried.

Motion: To elect Carol Coppola as Secretary. Motion by Allyn Chivers, second by Selectman Robie. All in favor, motion carried.

Minutes

Motion: To approve the minutes of March 12, 2014 as written. Motion by Allyn Chivers, second by Selectman Robie. All in favor, motion carried with Paul Leblond, Rebecca Cronk, Mark Laliberte and Kim Royer abstaining.

Old/New Business

School Reports

Chairman Broadhead noted that the School Board Budget Reports are not available. The School Board is scheduled to meet the following day (April 10th) and the reports would not be approved for distribution until then.

Kim Royer explained that the meeting scheduled for the previous week had to be postponed until April 10th due to the absence of two members. The meeting is to be the first meeting since the town elections so it was important that all members be available to attend.

Chairman Broadhead asked if the School Board Representative for the Budget Committee will be elected at the April 10th meeting. Kim Royer confirmed that elections would be held.

Chairman Broadhead inquired as to why the reports could not be forwarded to the Budget Committee with the stipulation of being unapproved and subject to change when a School Board meeting may occur after a Budget Committee meeting. Kim Royer could not provide an answer, noting that the School Board members were sent an email asking for feedback regarding the matter but was not aware of the outcome. Chairman Broadhead stated that he understood that the information would be subject to change, however, if the reports are not going to be provided until they are approved he would appreciate having the reason as to why for the next meeting.

Town Reports

Chairman Broadhead explained to the new members of the committee what the reports are, how they are reviewed, and when they are available.

Mark Laliberte asked if the reports could be provided via email in a format that could be downloaded in some capacity. Chairman Broadhead explained that the school reports are provided via email and hard copy for the meetings but the town reports are only provided hard copy. Selectman Robie stated he would inquire with Donna in the Selectman's Office to see if the town reports could be emailed.

Kim Royer asked if the committee has considered moving to a paperless system adding that the School Board had converted to paperless a year ago. Kim stated that there has been a savings in the amount of paper used. Chairman Broadhead stated that it could be looked into but that not all members of the Budget Committee wish to receive the reports via email and would prefer to have them printed. Allyn Chivers asked how the reports would be reviewed during the meeting if there wasn't a paper copy to refer to. Kim explained that the School Board members have either an I-pad or laptop computer that they bring to each meeting. Chairman Broadhead said that perhaps an electronic as well as a paper copy could be provided to start with before completely transitioning to electronic copies and individual members can determine how they would prefer to receive the reports.

Road Agent Lewis spoke to the Winter Budget stating that it was a rough winter that was not necessarily over yet. The potential for an unseasonal April or Fall exists and there was only approximately \$27,000 left in the warrant article.

Allyn Chivers asked if the summer and winter budget lines that are identified in the expenditure report could be subtotaled rather than combined to get a more accurate account of those appropriations. Mark Laliberte asked when the winter budget appropriations start to be expended. Road Agent Lewis explained that the expenditures start with the first snow fall. Selectman Robie stated that the winter and summer budget lines could be subtotaled if it would make it easier to follow.

Chairman Broadhead congratulated Selectman Robie for being elected as Chairman of the Board of Selectman and as the Budget Committee representative. Chairman Broadhead went on to ask if Selectman Robie had any comment or input regarding the budget and expenditures. Selectman Robie stated that everyone was aware of the winter we have had and the resulting expenditures as explained by Road Agent Lewis. Paul Leblond asked how much interest there was for the Trustees for the Old Smyth Building. Selectman Robie stated there were some letters of interest received but they are hoping for a few more. A board of five trustees will be selected and some by-laws are being worked on.

Selectman Robie stated that new bailing equipment will be needed for the transfer station. The Board of Selectmen are looking into purchasing new equipment to replace the used equipment that was purchased when the transfer station opened. The purchase may be done through or warrant article or put in the budget. Hopefully it will make it through the season.

With regard to the Expense Comparison report, Allyn Chivers asked what the \$10,956 for miscellaneous income was for. Selectman Robie stated he would have to ask Donna what the amount was for. Mark Laliberte asked if the November date on the report for "Actual Revenue" was incorrect if the comparison was to be for March. Selectman Robie stated it would be fixed.

Selectman Robie noted that the winter highway budget comparison to last year during this reporting period there is only a \$30,000 difference.

Chairman Broadhead stated that the school reports will be tabled until next meeting. Mark Laliberte asked if there will be two months of school reports provided to the committee at the next meeting or just the most recent approved reports. Chairman Broadhead stated there would be two months of reports to review. Allyn Chivers stated that there was only one of two similar reports that the committee wanted to receive. The committee did not want to receive report #11991 but did want to receive #11990.

Adjourn

Lacking further business, Chairman Broadhead entertained a motion to adjourn.

Motion: To adjourn. Motion by Paul Leblond, second by Allyn Chivers. All in favor, motion carried.

The meeting adjourned at 7:35 pm.

Recorded by Marlene Montminy