

Meeting of the
Candia Municipal Budget Committee
January 14, 2015
Town Hall, Candia, NH

Minutes of the Public Session and Recommendations of Warrant Articles

Members Present: Chairman Matthew Broadhead, Vice-Chairman Allyn Chivers, Rebecca Cronk, Kevin Coughlin, Mark Laliberte, Paul LeBlond, Andrea Peach, Selectman's Rep. Carleton Robie, School Board Rep. Emily Roster.

Also Present: Selectman Richard Snow, Building Inspector David Murray, Fire Chief Dean Young, Road Agent Dennis Lewis, Police Chief Mike McGillen.
Chairman Broadhead called the meeting to order at 7:07 p.m.

Approval of Minutes

Motion: To approve minutes of Dec. 17, 2014 (1st – Chivers, 2nd – Laliberte) **Approved 7-0** (1 abstention – LeBlond was not at meeting; 1 absent)

Motion: To approve minutes of Dec. 18, 2014 (1st – Chivers, 2nd – LeBlond)

Additional discussion: Broadhead noted need to change language at end of Dec. 18 minutes. Meeting was not adjourned, merely recessed until Jan. 14, 2015. Chivers moved to amend.

Motion: Change language to say "Motion to Recess" from "Motion to Adjourn" at end of minutes.
Approved 8-0 (1 absent)

Coughlin noted that headers for both Dec. 17, 2014, and Dec. 18, 2014, minutes said "Oct. 8, 2014." Needed to reconsider approval of minutes to fix.

Motion: To reconsider approval of minutes of Dec. 17, 2014, and Dec. 18, 2014. (1st – Coughlin, 2nd – Chivers) **Approved 8-0** (1 absent)

Motion: To amend headers of Dec. 17, 2014, and Dec. 18, 2014, to reflect the proper date. (1st – Broadhead, 2nd – Coughlin) **Approved 8-0** (1 absent)

New Business

Public Input and Recommendation of Proposed 2015 School Warrant Article (open at 7:13 p.m.)

Richard Snow: Were there any changes to the school budget from Dec. 18, 2014, until tonight's meeting? Broadhead: No.

Fletcher Perkins: Why is there a difference between "Other" in revenue figures between 2014-15 and projected revenues for 2015-16. Roster: "Other" could mean other types of grants that are

not federally funded, such as private donations and grants. We will look more into that number and we will have a definitive number at the School Deliberative Session (Feb. 5, 2015).

Carleton Robie:

Motion: Close public hearing on school budget (1st – Roster, 2nd – LeBlond) Approved 8-0 (1 absent)

Motion: Recommend School Warrant ARTICLE 3. “Shall the Candia School District vote to raise and appropriate the sum of \$30,000, to be added to the Special Education Expendable Trust Fund previously established in March 2003. This sum to come from June 30 fund balance available for transfer on July 1. No amount raised from taxation.” (1st – Broadhead, 2nd – Roster)

Discussion: Robie noted that the year “2015” should be added to two sections of the warrant article, to avoid confusion.

Motion: To amend warrant article to say the following (changes in bold): “Shall the Candia School District vote to raise and appropriate the sum of \$30,000, to be added to the Special Education Expendable Trust Fund previously established in March 2003. This sum to come from June 30, **2015**, fund balance available for transfer on July 1, **2015**. No amount raised from taxation.” (1st – Robie, 2nd – Leblond) **Approved** 8-0 (1 absent)

Discussion on original motion: Chivers asked if the school could spend money from the fund balance from unspent revenues; both Robie and Roster states that current law does not allow it. There is question on whether a special meeting could be called at the school level, but there is no satisfactory answer as of yet.

Vote on original motion (as amended): Approved 8-0 (1 absent)

Public Input and Recommendation of Proposed 2015 School Warrant Article (closed at 7:29 p.m.)

Public Input and Recommendation of Proposed 2015 Town Warrant Article (open at 7:30 p.m.)

Note: Articles 23, 24, and 26 were not considered for recommendation by the Municipal Budget Committee, as they did not involve the budget.

Discussion on a request from Selectman Robie: He asked the budget committee to approve a reduction of the budget from \$2,528,189 to \$2,501,676, a reduction of \$27,513. This includes a \$27,999 reduction because the selectmen used 2014 funds to purchase police cruiser, an increase in the FICA and insurance line item of \$374 for the building inspector, and other minor adjustments, which amount to an increase of \$112. Broadhead stated that the committee would vote on this at the end of the meeting.

Discussion on Article 22: Dean Young: Speaking in favor of Article 22 (purchase of 6.8 acres and building in the center of town), but does so as a citizen, not as the Fire Chief. It’s a great location and would be part of the future of our town. If we don’t pass it now, we may never get

it. I'm conservative in my fire department budgets, but I think this is a good investment and would be a shame to lose the property.

Broadhead asked if the piece has been appraised by the town? Robie: No. Broadhead: Are there plans to appraise? Robie: No. Broadhead: Any plans for its use? Robie: No, but it's for the future.

Broadhead: What is its zoning? Robie: Mixed commercial, could be most anything. Leblond: Who decides what to do with the building. Robie Under control of the selectmen. Could be future

community center. Roster: Asked if the town considered purchasing the funeral home (also on sale, also in the center of town). Robie: would be nice for it to be purchased by a private individual.

Fletcher Perkins: I support Article 22, we cannot afford to lose it.

Coughlin: Is there any other way to pay for this? Robie: We will appropriate \$229,000 and take \$130,000 from the undesignated fund balance. This will be a one-time appropriation. Laliberte: is there an estimate on annual maintenance costs on this property. Robie: Not right now. Important to get property purchased first. He then explained to the board how the undesignated fund balance works – selectmen were able to build it up to about \$1.2 million (11.5 percent of our budget), about half of which is cash and about half of which is unpaid property taxes. Coughlin is concerned about the condition of the building, and may be in such disrepair that it may be more important to tear down building.

Discussion on revenues: Richard Snow: What is the exact impact that the anticipated revenues and the current budget will have on the tax rate. Broadhead: We will not know the exact number until we have voted upon all the articles and we did not receive from the town an anticipated revenue report.

Discussion on Article 20: Dean Young (speaking as fire chief) asked to support Article 20 (Fire Apparatus Capital Reserve Fund). He explained that it is depleted because the department purchased a rescue vehicle and air packs (the latter of which was partially funded by a federal grant). The next big purchase will be in 2020 for a new Engine 1, not expecting any other expenditures.

Motion: Close public hearing on town budget (1st – Roster, 2nd – Chivers) **Approved 9-0**

ARTICLE 3. “To see if the Town will vote to raise and appropriate the sum of Six Thousand Eight Hundred and Seven Dollars (**\$6,807**) in support of the **Rockingham County Community Action.** (**Recommended by the Board of Selectman by a vote of 4 to 0**)

Motion: Recommend Town Warrant ARTICLE 3 (1st – Paul, 2nd – Robie) **Approved 8-1.**

ARTICLE 4. “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 Selectman by a vote of 4 to 0**)

Motion: Recommend Town Warrant ARTICLE 4 (1st – Cronk, 2nd – Broadhead) **Approved 8-1.**
ARTICLE 5. “To see if the Town will vote to raise and appropriate the sum of Three Thousand Two Hundred and Fifty Dollars (**\$3,250**) in continuation of its support of the **American Red Cross.**
(Recommended by the Board of Selectman by a vote of 4 to 0)

Motion: Recommend Town Warrant ARTICLE 5 (1st – Roster, 2nd – Robie) **Approved 7-2.**
ARTICLE 6. “To see if the Town will vote to raise and appropriate the sum of One Thousand Eight Hundred and Fifty-Four Dollars (**\$1,854**) in continuation of its support of the **Lamprey Health Care.** **(Recommended by the Board of Selectman by a vote of 4 to 0)**

Motion: Recommend Town Warrant ARTICLE 6 (1st – Robie, 2nd – Laliberte) **Approved 7-2.**
ARTICLE 7. “To see if the Town will vote to raise and appropriate the sum of One Thousand Two Hundred and Fifty Dollars (**\$1,250**) in continuation of its support of the **Child Advocacy Center.**
(Recommended by the Board of Selectman by a vote of 4 to 0)

Motion: Recommend Town Warrant ARTICLE 7 (1st – Robie, 2nd – Roster) **Approved 8-1.**
ARTICLE 8. “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 Selectman by a vote of 4 to 0)**

Motion: Recommend Town Warrant ARTICLE 8 (1st – Robie, 2nd – Broadhead) **Approved 8-1.**
ARTICLE 9. “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 **Child and Family Services.** **(Recommended by the Board of Selectman by a vote of 4 to 0)**

Motion: Recommend Town Warrant ARTICLE 9 (1st – Laliberte, 2nd – Broadhead) **Approved 8-1.**
ARTICLE 10. “To see if the Town will vote to raise and appropriate the sum of Seven Hundred and Two Dollars (**\$926**) in continuation of its support of the **Rockingham County Nutrition and Meals on Wheels Program.** **(Recommended by the Board of Selectman by a vote of 4 to 0)**

Motion: Recommend Town Warrant ARTICLE 10 (1st – Robie, 2nd – Broadhead).

Discussion: Coughlin asked what the correct amount on the article was: \$702 (as written in words), or \$926 (as written in numerals). Broadhead said \$926. Candia Municipal Budget Committee January 14, 2015 5

Motion: Amend Article 10 to reflect \$926 throughout. (1st – Robie, 2nd – Coughlin) **Approved 8-1.**
Vote on original motion (as amended): Approved 8-1.

ARTICLE 11. “To see if the Town will vote to raise and appropriate the sum of Seven Hundred Dollars (**\$700**) in continuation of its support of the **AIDS Response Seacoast. (Recommended by the Board of Selectman by a vote of 4 to 0)**

Motion: Recommend Town Warrant ARTICLE 11 (1st – Robie, 2nd – Cronk) **Approved 8-1**

ARTICLE 12. “To see if the Town will vote to raise and appropriate the sum of Five Hundred Dollars (**\$500**) in continuation of its support of the **CASA (Court Appointed Special Advocates for Children). (Recommended by the Board of Selectman by a vote of 4 to 0)**

Motion: Recommend Town Warrant ARTICLE 12 (1st – Broadhead, 2nd – Robie) **Approved 7-2**

ARTICLE 13. “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 Selectman by a vote of 4 to 0)**

Motion: Recommend Town Warrant ARTICLE 13 (1st – Robie, 2nd – Cronk) **Approved 7-2**

ARTICLE 14. “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. **(Recommended by the Board of Selectman by a vote of 4 to 0)**

Discussion: Roster asked if there was a recent evaluation; Robie said yes, last year. He said this money is used as part of the revaluation that the state requires the town to do every five years, which costs about \$100,000.

Motion: Recommend Town Warrant ARTICLE 14 (1st – Roster, 2nd Robie) **Approved 9-0**

ARTICLE 15. “To see if the Town will vote to raise and appropriate the sum of Five Thousand Dollars (**\$5,000**) for the first phase of updating the **Candia Master Plan** per RSA 674:3. **(Recommended by the Board of Selectman by a vote of 3 to 1)**

Motion: Recommend Town Warrant ARTICLE 15. (1st – xxx, 2nd – xxx).

Discussion: Robie said the Master plan has not been updated since 2004, and the recommendation from the state is to do this every five years. A representative from Southern NH Planning Commission recommended hiring a part-time planner to get this off the ground and we should consider updating it regularly, so that the costs are lower. We should have a plan that we adjust as we go along. Laliberte asked why the selectmen did not ask for all the money now as opposed to asking for more money later. Robie said that this was a way to get the process off the ground. He also explained to Coughlin the role that SNHPC does for the town. Coughlin then mentioned he favored the article because he thinks this would help with the declining tax base. Chivers noted a couple of issues. A plan does not guarantee that we can address issues that are out of our control (i.e. I-93 expansion, lowering birth rate); also noted that the town opposed it during the 2014 elections. She also noted state studies saying that more residential development adversely affects the tax rate and expenditures on town services. Robie believed that the current master plan is too restrictive. Roster said she supports this because she is concerned about her property values and population of the schools. Laliberte said that its vital we have a master plan, and will support it, but that citizens need more answers in terms of what the process will be. Robie agreed and thinks the master plan should be an ongoing process.

Vote on original motion (as amended): Approved 8-1.

ARTICLE 16. “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. (**Recommended by the Board of Selectman by a vote of 4 to 0**)

Motion: Recommend Town Warrant ARTICLE 16. (1st – Robie, 2nd – Chivers) **Approved 9-0.**

ARTICLE 17. “To see if the Town will vote to raise and appropriate the sum of One Hundred Fifty Thousand Dollars (**\$150,000.00**) for the **first phase of Chester Turnpike reconstruction**, starting at the Hooksett town line and working southerly towards Tower Hill Road. Said funds to be expended under the direction of the Board of Selectmen. (Submitted by the Road agent) (**Recommended by the Board of Selectman by a vote of 4 to 0**)

Motion: Recommend Town Warrant ARTICLE 17. (1st – Robie, 2nd – Chivers) **Approved 9-0.**

ARTICLE 18. “To see if the Town will vote to raise and appropriate the sum of Seventy Five Thousand Dollars (**\$75,000.00**) for excess **winter road maintenance**, these funds will not be used unless the operating winter maintenance funds are exhausted. This will be non-transferable appropriation. Said funds to be expended under the direction of the Board of Selectmen. (**Recommended by the Board of Selectman by a vote of 4 to 0**)

Motion: Recommend Town Warrant ARTICLE 18. (1st – Robie, 2nd – Broadhead) **Approved 9-0.**

ARTICLE 19. “To see if the Town will vote to raise and appropriate the sum of Thirty Seven Thousand Dollars (**\$37,000**) for the implementation of a **mosquito control program** designed to reduce the risk of exposure to mosquito-borne diseases such as EEE and West Nile Virus. (**Recommended by the Board of Selectman by a vote of 2 to 1**)

Motion: Recommend Town Warrant ARTICLE 19. (1st – Robie, 2nd – Roster) **Approved 5-3 (1 abstention).**

ARTICLE 20. “To see if the Town will vote to raise and appropriate the sum of Fifty Thousand Dollars (**\$50,000**) to be deposited into 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 Selectman by a vote of 5 to 0**)

Motion: Recommend Town Warrant ARTICLE 20. (1st – Broadhead, 2nd – Coughlin) **Approved 9-0.**

ARTICLE 21. “To see if the Town will vote to raise and appropriate the sum of One Hundred Twenty Three Thousand Six Hundred Ninety Five Dollars (**\$123,695**) for the operating expenses of the **Smyth Public Library**. Funds are to be expended under the direction of the Smyth Public Library Association. (Submitted by the Smyth Public Library Trustees) (**Recommended by the Board of Selectman by a vote of 5 to 0**)

Motion: Recommend Town Warrant ARTICLE 21. (1st – Cronk, 2nd – Laliberte) **Approved 9-0.**

ARTICLE 22. “To see if the Town will vote to raise and appropriate the sum of Three Hundred Fifty Nine Thousand Dollars (**\$359,000**) for the purpose of purchasing the property of Lorna Fitts, describes in deed recorded in Rockingham County Registry of Deeds at Book 5211 Page 1143, and identified in the Town of Candia tax records as Map 409 Lot 091, using \$130,000 from the Dec. 31, 2014, undesignated fund balance, and \$229,000, raised in taxes. (**Recommended by the Board of Selectman by a vote of 3 to 2**)

Motion: Recommend Town Warrant ARTICLE 22. (1st – Robie, 2nd – LeBlond)

Discussion: Chivers expressed numerous concerns with the article:

- Property recently assessed \$204,000 and while tax assessment while not an appraisal, we are proposing to pay 175 percent of value.
- Concerns about the wording (owners on tax bill are deceased, only lists registry book and page number, not property).
- Concerned about the condition and functionality of the house (feels like we would have similar issue to it with Smyth Building).
- Takes property off the tax rolls.
- Believes this circumvent the budget committee by using fund balance (of which 21.6 percent of available cash would be used for this property)
- This is not recommended by the planning board

Chivers also believes opportunity to purchase at lower price may exist. Robie expressed a concern that our town is stagnant, and thinks we are missing an opportunity to grow our town if we don't support this. Robie also believes the warrant article is written properly, because it is written by the town attorney. They will create a flyer to go into details about this article. This will be a serious issue during election time. Leblond and Broadhead thinks this will be a tough sell, and Broadhead wants more information. Cronk expressed concern about the maintenance and upkeep. Roster says this is a hard sell, we don't have an up-to-date master plan but want to buy property. Coughlin supports a town center, but is concerned we do not have a plan for this and believes government does not do as well as the private sector regarding development. Broadhead expressed concern this could go to a private buyer. Robie stated that other options included putting this out to bond.

Motion: Move the question **Approved 9-0.**

Vote on original motion: Failed 2-7.

Motion: Not recommend Town Warrant ARTICLE 22. (1st – Laliberte, 2nd – Chivers) **Approved 7-2.**

ARTICLE 25. “To see if the Town will vote to raise and appropriate the sum of **\$17,500.00** 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 by CYAA)

Motion: Recommend Town Warrant ARTICLE 25. (1st – Roster, 2nd – Cronk) **Approved 9-0.**

Discussion: LeBlond, who is on the board of CYAA, says this reduces the operating cost of the organization by 15 percent. Many towns have similar organizations as part of its budget. Roster said that they provide a facility for the school as the school’s facilities (i.e. gym) are not adequate. Laliberte asked why this does not come up on the school warrant. Roster said there is a line item within the school budget to address these costs.

Vote on Motion: Approved 9-0.

Motion: Approve selectmen’s revised 2015 budget number (as discussed at beginning of public hearing on the town budget). (1st – Robie, 2nd – LeBlond) **Approved 9-0.**

New Business

Chivers reminded members of the board and the public that the sign-up period for public office was from Wednesday, Jan. 21, to Friday, Jan. 30, 2015. There will be four positions for the budget committee on the ballot – two for three-year terms, one for a two-year term, and one for a one-year term.

Laliberte requested to the chairman to ask the webmaster to remove the notice on the town website saying there is a vacancy on the Municipal Budget Committee (which was filled by Coughlin in November 2014).

Motion: To adjourn (1st – Laliberte, 2nd – Cronk) **Approved 9-0.**

Chairman Broadhead called the meeting adjourned at 9:25 p.m.