

**Meeting of the  
Candia Municipal Budget Committee  
August 12, 2015  
Town Hall, Candia, NH**

**Members Present:** Chair Allyn Chivers, Kevin Coughlin, Mark Laliberte, Andrea Peach, Robert Stout, School Board Rep. Rebecca Cronk, Selectman's Rep. Carleton Robie

**Absent:** Matthew Broadhead

*Chairman Chivers opened the meeting at 7:00 p.m.*

**Approval of Minutes**

**Motion:** Approval of June 10 Municipal Budget Committee minutes as corrected (1st – Robie, 2nd – Laliberte). There was a correction in the set of minutes, which accidently stated that Paul LeBlond was in attendance. **Approved 7-0** (abstaining Leblond)

**Answer questions from the last meeting**

Chivers asked Cronk on the status of repairs to the Moore School and the \$150k the school used in surplus to make those repairs. Cronk said the reapears were in regard to security, intercom system, 8th grade bathrooms, kindergaten and science room doors (also ramp at science room). Also new floors in Mr. Prichard's (social studies and Ms. Lavalee's rooms (assistant prinicipal. Also purchased new walkie-talkines and lockers. They also worked with a consultant for improving paved playground area - address old well, wetlands and drainage (multiphase project) - \$225k was originally left over. \$75k surplus remained afterward.

Coughlin asked if there was a list of the encumbrances. Cronk said she will ask for it from the SAU. Stout asked about how the encumbrances and how it works.

Laliberte asked if the security repairs are based upon Homeland Security report mentioned by School Board member Kim Royer in May. Cronk said she was unaware of a formal report and will look into it. However, she believes the repairs are all-encompasing and as recommended by Homeland Security.

Robie is concerned that funds may have been encumbered in the past for bathroom and other doors in past years. Cronk said this is a multi-year project and is done in phases.

Laliberte asked Robie about the baler for the recycling center. Robie said is will be delivered approximately August 25.

**Opening on Budget Committee**

Two letters of interest arrived to fill the unexpired term of Andrea Peach, who moved out of the town in June. They were Dana Buckley and Richard Snow. Buckley was in attendance in the audience.

All members of the committee received the two letters. There were no questions from the committee. **Motion:** Approval of Dana Buckley for the unexpired term on the Municipal Budget Committee. (1st – Leblond, 2nd – Stout). **Approved 8-0**

### **Town Report**

Cronk asked about \$12,000 in legal fees and wondered if there was a need for legal services this year. Robie said that's is part of the monthly retainer and there will be an adjustment to the budget as requested by the auditors (move money from 2015 to 2014 budget).

Leblond asked about a recent release of potential traffic pattern changes that involved Route 43 (Old Candia Road), Main Street, and Route 27 (High Street and Raymond Road). Robie said this is something that the Selectmen plan to look at dealing with in the future.

Laliberte asked about the bathrooms at Moore Park, as there had been no money expended in that line item. Robie said they are being addressed to the Board of Selectmen's satisfaction.

Chivers wondered if we will have enough money in the town budget to make it into the end of year. Robie stated that we are receiving \$22k from FEMA for the excess snow in 2014. Also getting \$16,564 charged to the town in 2015 and should have been charged in 2014. He believes the budget is tight, but that the town should have enough money to make it to the end of the year, barring any majore unexpected costs.

### **School Report**

Robie asked about salary of maintenance director. Why was there money being moved around? Robie stated that there should have been \$1 in the line item instead of \$0 - Cronk will ask Karen Lessard at the SAU about this. Money from the director's previous position was moved to the new line item.

Robie would like to see a contract for the encumbrances stated earlier – Cronk said she would get them. Robie also asked when the district hired the engineer to look at the playground and drainage issues. Cronk said there is a 15-page invoice and Turner is already did a site visit. Leblond asked Robie about his concerns about the process. Robie believes that there should have a request for proposal with a scope of work. Cronk said she can ask School Board Chair Nicole LaFlamme to explain the process – she is in charge of facilities. Coughlin asked if there were requirements regarding procurement. That exists on the town side; Cronk was not sure if it exists on the school side.

Leblond stated that the Budget Committee had a right to ask about the district's procurement process. It was recommended by members of the committee that either a member of the school board, such as LaFlamme, to come in and provide an explanation on how the purchasing process works or have them send to the board a written explanation of said process. Cronk said she would work on it.

**New Business**

Robie announced that the selectmen to meet on Saturday, Sept. 19, 2015 at 8:30 a.m. to discuss budget for 2016-17. The meeting will be at the Town Offices.

There was a question about if minutes are updated. Laliberte, as board secretary and in the absense of a recording secretary, has worked on minutes for past two months. Chivers recommended that Laliberte send final minutes directly to the webmaster.

**Adjournment**

**Motion:** To adjourn (1st – Laliberte, 2nd – Coughlin) **Approved 8-0.**

*Meeting adjourned at 7:52 p.m.*