

Approved
Candia Budget Committee Meeting Minutes
June 11, 2008

Attendance: Chairman Carla Penfield, Ann Tierno, Kim Byrd, Judith Szot, Steve Higgins, Allyn Chivers, School Representative Karen Smith and Selectmen's Representative Tom Giffen.

7:00 pm Chairman Carla Penfield called the meeting to order.

First on the agenda was approval and signatures of the Board for Allyn Chivers Position.

Road Agent Dennis Lewis. Mr. Lewis spoke to Board regarding his budget. Due to the difficult winter, He is concerned of the lack of funds that will be available. The plowing has tapped into summer funds to cover winter costs. The warrant article has been depleted and the price of salt and sand has increased substantially as well. He was thinking of taking the asphalt maintenance line out of the budget and do it under a warrant article similar to what was done with Jane Drive. This option would not increase the bottom line of the budget. It would give more money for salt, sand, and plowing. He would take some of the money and put it towards the patching because the budget was already over due to the amount of patching that was done this winter. The major change in the budget would be there would be no line item for paving. It would be replaced rather in a warrant article. Also, Mr. Lewis addressed the Selectmen at the last meeting to inform them that it costs on an average \$12.00 more to operate the trucks. The Selectmen approved an increase in the hourly rate. However, that has an impact of \$24,000.00 against the road projects alone. Asphalt has increased as well. His concern was the effect it would have to his bottom line budget if he increased the necessary line items. This allows the taxpayers an option to vote on road projects with a warrant article. Tom Giffen mentioned that the Selectmen had discussed increasing the winter warrant article to \$75,000.00 and he agrees with Dennis on this. Due to the fact that the State rate has gone up, the cost of fuel has gone up, what we pay for the cost of sand, etc. The other option that Dennis had was to rewrite the winter warrant article to include salt and sand. Currently it is for plowing only. Mr. Lewis asked the Budget Committee how they would like to see the budget.

Ann would like to see the increase based on what he felt was a normal winter budget increase for the appropriate line items. Related to the winter road contingency she would like to see a 50% increase. Obviously, we do not know what kind of winter we would have but if we do have another severe winter we will be covered. Tom proposed one method to Dennis to look at the current winter warrant article and based on a standard winter number then based on that number come up with a percentage increase. Leave the asphalt maintenance alone and make the adjustments to the winter warrant article. Carla cautioned that if the winter warrants article was proposed too high and if it fails everything would come out of the operating budget. It is obvious that Mr. Lewis must increase his budget. The question is where does the Budget Committee want to see the increase. In the operating budget or the warrant article? Mr. Lewis was asked what his preference would be and he responded, "Normal budget increases and go with the increased warrant article." The overall consensus of the board was that it is obvious that there needs to be an increase. Mr. Byrd suggested that Mr. Lewis look into the possibility if there was any excess money left over from the warrant article to set up a fund rather than turning that money back. Mr. Lewis informed the Board that only money from the budget could be rolled into a fund. Not from a warrant article. Mr. Giffen commented that it wouldn't bother him to have Dennis look into the expendable trust. However, if nothing was done whatsoever related to the expendable trust under the existing arrangement the money simply goes back into the general fund to be used to offset taxes. He sees no reason to complicate the matter. Ann ended the discussion with Mr. Lewis extending a "thank you" to Dennis for bringing this to the boards attention rather than waiting.

Plan 2008-09 Calendar. There was discussion related to scheduling future meetings in October, November, December, and January 09. This includes meeting with the SAU and a possible meeting with the Selectmen.

Review Town Expense Sheets. Questions from the May 14th meeting were reviewed. Software Support & License Fees, Dues, Subscriptions & Seminars Fees were confirmed that they are yearly fees. There was the question as to why the mileage for the Selectmen's office increased substantially. Tom informed the board that Selectmen Kelly transported 53 chairs from Nashua (free of charge for his service). The mileage expenditure for this was \$93.20. Which is .45 per mile. There was the question related to the \$20,208.00 item in the Unemployment/Workmen's Comp line when the budget was \$250.00. Mr. Giffen explained that when they get the figure it gets dumped into that line initially. It is then analyzed then broken down by department and reallocated. This is normally done in May. The Police Department equipment expense line was questioned. There were multiple maintenance issues incurred on Cruisers. This line item was initially to be used for GPS's for the cruises. It will likely be expended on Cruiser maintenance. Ann asked why election materials, motor vehicle supplies, and dog license supplies seemed so high. Tom's response was regarding the dog license supplies very likely would be due to the purchase of tags and the increase in aluminum has gone up. He will check with Christine on these items. Also, the question related to the loss of interest income revenue was the decline in interest rates. Related expenses to the Fire Department was the website line. \$60.00 on quarterly payments for registration. EMS Maintenance line

had no explanation. Regarding the Communication Equipment line. The Communication Equipment line item would be the decision of the Board of Selectmen to whether or not spend \$2,900.00 per radio that was contracted for 2007. Based on the budget deficit it will unlikely happen. There was a question on what specifically was expended on the Forestry Fire line. The primary expenditure for this line item was the purchase of replacement portable water packs that became obsolete. This accounted for approximately \$1,700.00 which \$850.00 will be reimbursed by a grant from the State. The question of why the Tree Removal line item was over budget was due to storms.

School Expense Report. There was a question last month on bus transportation. Related to the 5 regular bus schedules from Goffstown. We had budgeted for a little over 60,000 total miles. We had budgeted \$3,000.00 for fuel. It will be closer to \$11,700.00. This results to an additional .19 cents per mile. For the Special Ed the total cost amounts to a little over \$4,500.00. The difference in the Special Ed verses the Goffstown busing is that we have to pay only 50% of the overage rather than the 100% to Goffstown. Karen also mentioned that Goffstown is still the lowest bidder with the other regular bus companies. The Unemployment Benefits for Maintenance was confirmed that the overage was because Peter was not budgeted for this line item. The telephone expense seemed high. The explanation for that was it does include cell phones, the C1 Line and Internet access. The question that Special Ed supplies seemed to be high was explained by Karen that it is difficult to budget how much for the Special Ed due to the fact there is no way of knowing when a child will be participating. Preschoolers and that we are responsible for Children that may not be from our school as well. There were questions related to the difference of the original budget and an adjusted budget. The original budget is from the Principal and the adjusted budget is from the SAU. Karen was asked why there are zero line items. The explanation is that it is a cleaner accounting practice to keep the lines in there even if they are zero line items for possible future use. The Board asked what Salaries and substitute Nurse was and Karen explained that when School Nurse Sandy Leavitt is out we contract an Agency. There was the question why a zero budgeted line could then become an expense. An example of this would be the Psychologist took an Autism Course and it was not fully subsidized by a grant so we had to pay the difference, which amounted to \$87.00. In a case like this, the amount had to be shifted from another line. Allyn asked why the Drivers Education Course would have an expense applied to it when we do not pay for this. The reason is that we initially incur the expense but then are reimbursed for it. The Board requested that they receive a School Revenue Report. Karen will ask for that report in the future. Karen updated the Board on the Collaborative Fuel Purchase. The Collaborative Buying Program is still recruiting towns and schools to join the program. With more school and towns, the better buying power. Last week the School Board approved spending \$1,800.00 to participate in the program. Karen also mentioned that the Selectmen in our town would be approached as well to have the Town participate also. It is currently limited to fuel only but expected in the future to have other utilities as well. She will inform the Board with more definite information when they know how many will participate.

The Board will Review minutes of May 14, 2008.

A correction under the School Expense Report was to add a question mark following “Was there a major renovation”. Also, add, “Because it is” to the line that followed showing as expended. Also, under New Business, remove “He would like to should address” and capitalize That He. There was a motion to accept minutes. All were in favor.

Other Business. There was discussion regarding canceling the July meeting. All were in favor to cancel July Budget Committee Meeting.

Motion to adjourn at 9:20 pm. All were in favor.

Respectfully Submitted,
Mary Phillips