

**Approved
Candia Budget Committee
Meeting Minutes
January 11, 2012**

Members Present: Lynn Chivers, Carla Penfield, Todd Allen, Kim Byrd, Judith Szot, Matt Broadhead, Carleton Robie, Selectmen's Representative, Ingrid Byrd, School Representative, and Cheryl Eastman, Secretary. Christine Watson arrived at 7:10.

The meeting was called to order at 7:00. Lynn led the Pledge of Allegiance.

Approve minutes of December 14, 2011 meeting

Carla Penfield made a motion to accept the minutes as presented. Seconded by Todd Allen. All voted in favor. Motion carried.

Answer questions from last meeting

Lynn Chivers reported that there were no questions from the last meeting.

Finalize town budget recommendation

Carleton Robie explained that the town budget had been updated by the Board of Selectmen at their last meeting. The cruiser amount was removed. \$1,325 was added for the dues for the Southern New Hampshire Planning Commission. The Deputy Treasurer wages was increased by \$100. The Treasurer mileage line was increased by \$300 due to more trips to the bank. That brings the new bottom line to \$2,313,861, which is a decrease of \$8,727 (or .38%) from the 2011 budget. Carla Penfield made a motion to approve the amended budget. Matt Broadhead seconded. Kim Byrd asked how the town will get along with the loss of revenue of \$46,000 that is shown on the revenue report. Judith Szot commented that it is less than the \$186,000 that was left over out of the 2011 budget. Kim Byrd asked where that money is. Carleton Robie reported that it is included in the fund balance. Judith Szot feels that they should commend the Board of Selectmen. Carla Penfield agreed, saying that the Board turned back funds and still gave a bonus to the employees and saved money to buy the cruiser. Todd Allen said that the Budget Committee is still waiting for a plan for the replacement of the cruisers from the Police Department. Carleton Robie replied that is something the Board of Selectmen will have to work on. A vote was called to send the figure of \$2,313,861 to the Deliberative Session. All in favor. Motion carried.

Review warrant articles

3. Town Operating Budget - The Budget Committee had already voted to recommend the Selectmen's budget by a vote of 9 to 0.
4. Health Agencies - Todd Allen made a motion to move and recommend articles 4 through 13 in a block. Christine Watson seconded. The only agency that requested an increase over last year is the American Red Cross. All others are remaining the same. Voted in favor by a vote of 9 to 0.
14. Town Office Building Maintenance Trust fund for \$5,000. Carla Penfield made a motion to recommend. Seconded by Todd Allen. Voted in favor by a vote of 9 to 0.
15. Revaluation Capital Reserve fund of \$20,000. Kim Byrd asked when the revaluation will take place. Carleton Robie reported that we will start the procedure in 2012 and go through 2014. Carla Penfield made a motion to recommend the article. Todd Allen seconded. Voted in favor by a vote of 9 to 0.
16. Patten Hill Road Reconstruction for \$150,000. Todd Allen asked what the length of the work on Patten Hill Road will be. Dennis Lewis reported that this is the last phase, except for the top

- coating. Ingrid Byrd made a motion to recommend. Seconded by Todd Allen. Voted in favor by a vote of 9 to 0.
17. Smyth Public Library for \$125,955. Christine Watson made a motion to recommend. Seconded by Todd Allen. Carla Penfield commented that the library has not raised their budget in several years and last year they raised their own funds to purchase 4 new computers. Voted in favor by a vote of 8 to 0 with 1 abstaining.
 18. Excess winter road maintenance for \$75,000. Carla Penfield made a motion to recommend. Seconded by Ingrid Byrd. Kim Byrd asked why the wording in the article is "non-transferable". He was told this article is always worded like that so that the funds cannot be used for any other road or project. Judith Szot asked the amount that was left in this article the past year. Carleton Robie said there was only about \$6,000 at the end of this past year. Dennis Lewis explained that this article is only used for the payroll for plowing. There was a brief discussion of the recent history of the fund balance amount in Candia, brought on by Kim Byrd asking where the remaining funds go if they are not spent. Voted in favor by a vote of 9 to 0.
 19. Police Special Details for \$55,000. Todd Allen made a motion to recommend. Seconded by Ingrid Byrd. Kim Byrd asked where the surplus goes. Carleton Robie stated that it goes back into the general fund balance, along with any other surpluses. Voted in favor by a vote of 9 to 0.
 20. Fire Apparatus Capital Reserve Fund for \$50,000. Todd Allen made a motion to recommend. Seconded by Christine Watson. Judith Szot asked how much is in the fund now. Carleton Robie reported approximately \$225,000 was left after they replaced the forestry truck this past year. Voted in favor by a vote of 9 to 0.
 21. Household Hazardous Waste Day for \$15,000. Christine Watson made a motion to recommend. Seconded by Matt Broadhead. Todd Allen asked why this isn't included in the regular operating budget since it is a warrant article every year and it always passes. Carleton Robie did not know. Judith Szot made that as a suggestion for Carleton to go back to the Board of Selectmen with that idea. Carleton Robie feels that it is a separate article to ensure that the funds are only used of the Household Hazardous Waste Day, and not something else at the Recycling Center. Voted in favor by a vote of 9 to 0.
 22. Fitts Museum funding for \$4,000. Judith Szot made a motion to recommend. Seconded by Ingrid Byrd. Carla Penfield asked if the Fitts Museum Trustees had any projects going on. Carleton Robie explained that this amount is just for general maintenance items. Voted in favor by a vote of 9 to 0.
 23. Playground Maintenance Trust Fund for \$1,000. Christine Watson made a motion to recommend. Ingrid Byrd seconded. Kim Byrd asked for clarification if this is for the Moore Park playground, or the school. It was confirmed it is for the Moore Park playground only. Voted in favor by a vote of 9 to 0.
 25. Fire Department Volunteer Compensation plan for \$40,000. Carleton Robie made a motion to recommend. Seconded by Christine Watson. Carleton Robie explained that the compensation plan will be based on attendance at calls and training. Kim Byrd asked if they will still be known as "volunteer". Todd Allen mentioned that about half the towns that have a so-called

“volunteer” fire department have some kind of compensation plan for mileage, costs, and out of pocket expenses. Voted in favor by a vote of 6 to 2 with 1 abstaining.

26. CYAA funding for \$12,700. Christine Watson made a motion to recommend. There was no second. Carla Penfield made a motion to not recommend. Seconded by Kim Byrd. Todd Allen questioned if this article is for the benefit of the whole populace, or just a select group. Judith Szot feels that since the CYAA charges the school to use the facilities, they shouldn't also ask for funding. Ingrid Byrd commented that the fees charged to the school for the use of the fields has increased as well. Carleton Robie stated that if the warrant article fails, the CYAA will pass the costs along to the school, so we will pay anyway. Carla Penfield also stated that the Budget Committee never sees a budget from the CYAA to see how the money is spent. Voted in favor to not recommend by a vote of 8 to 0 with 1 abstaining.
27. High School tuition petition article. Judith Szot explained that the petition should have been delivered to the SAU, not the town. She will be asking at the Deliberative Session to decrease the amount to “0”. Judith Szot made a motion to not recommend. Seconded by Christine Watson. Voted to not recommend by a vote of 9 to 0.

Review town budget expenses and revenues

There were no further questions or comments about the town expenditures or revenues.

Review school budget expenses and revenues

No school reports were submitted for review.

Other Business

Handout for 1/12/12 hearing

Lynn Chivers had prepared a handout sheet for the public hearing showing the proposed budget amounts and the Budget Committee's recommended budget. Todd Allen asked how the school's default number was calculated. Ingrid Byrd will ask Karen Lessard at the SAU to provide the Committee with the form used to calculate the default budget. Carleton Robie asked if the 2010-2011 Approved Budget could be added to the top of the handout also. Lynn Chivers clarified with all the Committee members that the number that is going to the public hearing is \$7,535,070. After the public hearing, the Committee can vote to change that number if they want to.

Lynn Chivers also announced that the public hearing on the town budget will be on Tuesday, January 17, 2012 at the Smyth Library Reference Room. After that public hearing, the Committee will be looking at the School Warrant Articles.

Suggestion for next year

Todd Allen suggested that next year, the Committee might want to frame their questions from a monetary basis. For example, the Committee never asked the school what the cost difference between trapezoidal tables vs regular desks would be. Todd feels that Committee needs to look at the impact of the expenses in the future, not just the amount of the expenses.

At 8:20, Christine Watson made a motion to adjourn. Seconded by Matt Broadhead. All voted in favor.

Minutes respectfully submitted by,
Cheryl Eastman