

Town of Candia Municipal Budget Committee
Supplemental Public Hearing on Town & School Budgets
Approved Meeting Minutes

Meeting Date: May 13, 2020
Location: Town Office Building
GoToMeeting ID# 504-011-829
Attendees: Lynn Chivers
Bob Stout
Sue Young
Todd Keating
Dick Snow (attending via GoToMeeting)
Jodi Hedstrom
Susan Gill
Stephanie Helmig
Kaycee Vitale
Absent: Katrina Niles

Chairman Chivers opened the meeting at 7:00 PM

Pledge of Allegiance

Election of Officers

- Chairman
 - Lynn Chivers was nominated by Jodi Hedstrom
 - Todd Keating seconded the nomination
 - All in favor
 - Motion passes 8-0
- Vice Chairman
 - Bob Stout was nominated by Jodi Hedstrom
 - Susan Young seconded the nomination
 - All in favor
 - Motion passes 8-0
- Secretary
 - Jodi Hedstrom was nominated by Todd Keating
 - Susan Young seconded the nomination
 - 7 in favor, 1 opposed (Jodi Hedstrom)
 - Motion passes 7-1

Approval of Minutes from 1/21, 2/1, and 2/5

- 1/21 Meeting Minutes
 - Change Sue Young *motions to discuss* to *motions to recommend*
 - Todd Keating motioned to approve with corrections
 - Susan Young seconds
 - 7 in favor, 1 abstains (Bob Stout)
 - Motion Passed 7-0-1
- 2/1 Meeting Minutes
 - No Changes
 - Bob Stout motioned to approve
 - Todd Keating Seconds
 - 7 in favor, 1 abstains (Dick Snow)
 - Motion Passed 7-0-1

- 2/5 Meeting Minutes
 - Change to show Jodi Hedstrom and Susan Young arrived later
 - Bob Stout motioned to approve with changes
 - Susan Young seconds
 - All in favor
 - Motion Passed 8-0

Town Budget Reports

Expense and Revenue Report

- Jodi Hedstrom asked how active is Animal Control?
 - Susan Young answered that she usually goes out if there is a problem. She does quite a bit with late licensing.
- Bob Stout noted that we have been fortunate with our motor vehicle registrations while other towns have been struggling.
 - Susan Young commented that our remote capabilities have really saved our town. Donna Hetzel has continued to do great work and has shown up everyday to ensure smooth operations.
 - Bob asked if the Selectman have done anything in the way of hazard pay or thank you notes for the town employees?
 - Susan Young said that they have only had one meeting so far which focused on business that had to be done and not a lot of anything extra until Zoom has been figured out for the town. She said it is a great idea though.
 - Bob stout asked if we could send something from the budget committee like a thank you note or a gift card?
 - Discussion ensued around what we can do, if we can spend the budget committee budget to do so, and what the best thing to do for the town employees.
- Bob Stout motions that the Budget Committee sends a thank you note and buys lunch for the town staff in the building on Friday May 22nd
 - Susan Young seconds
 - All in favor
 - Motion passes 8-0
- Susan Gill asked why the insurance had jumped up so much?
 - Susan Young had the same question and noted that the books are being audited right now. She will ask and provide for next meeting.
- Susan Young noted that she is a little worried about our welfare line as we have 300 people in Candia that are on unemployment and our tax bills will be coming out soon.
 - Discussion ensued around how the welfare and unemployment affect the welfare line and how the line item could be used. Refer to audio for details.
- Susan Young brought to the Budget Committee the amount received in Candia in reference to the CARES Act.
 - Candia received \$93,339 to be used for COVID-19 related expenses for example increased welfare costs, interest on tax anticipation notes, or telemarketing costs.
 - Money was dispersed based on population.
 - Separately, Bob Panit, the Candia Emergency Management Director, will reimburse 75% of costs related to COVID-19
 - Jodi Hedstrom asked what happens to the money if we do not use it?
 - Susan Young said that we return any unused funds.
 - Discussion ensued on possible uses for the money. Refer to audio for details.

School Reports

Revenue Report

- Chairman Chivers asked why some of the state education taxes and Kindergarten aid revenue was down?
 - Stephanie Helmig answered that Kindergarten aid had zero budgeted.
 - Chairman Chivers asked if we should still get Kindergarten aid?
 - Stephanie Helmig said she would ask for the next meeting.

Expenditure Report

- Todd Keating and Chairman Chivers asked how and who is getting paid (referencing lunch ladies and substitutes)
 - Stephanie Helmig answered that everyone is still getting paid and will ask about lunch ladies. Stephanie Helmig will also ask about how free lunch is getting distributed.
 - Discussion ensued around the free breakfast and lunch program and who is working that and who is getting paid.
- Bob Stout asked about the Special Ed section, tuition to private schools, we budgeted \$154,000 and we have already spent \$262,000.
 - Stephanie Helmig answered that people move in or require different services throughout the year. Since we are no longer moving money around in the budget you will now see actual spent versus years past money was just moved to a different line item.
- Susan Young asked about the Special Education Emergency Fund and has that ever been used for the Special Education if we go to the negative? Do we need to get rid of that fund if we never use it?
 - Stephanie Helmig answered that since it is a bottom-line budget, we only use that fund if we go over budget, otherwise we will move money from other places to cover the cost.
- Bob Stout asked on the transportation line, the school has encumbered over \$100,000 for transportation, he assumes that will not be used?
 - Stephanie Helmig answered that she assumes that to be true but is not sure because they are under contract. She will ask for next meeting.
 - Discussion ensued around transportation funding during COVID-19.
- Todd Keating noted that we have not spent any money on advanced learners.
 - Discussion ensued around how we can better support our advanced learners in the future.

Other Business

- Chairman Chivers is unsure of when our next meeting date will be but asked the committee what they suggest.
 - Susan Young said that we should only meet if it is necessary and we will be getting things to make sure that meetings are easier and more comfortable.

With there being no more business to discuss, Bob Stout makes a motion to adjourn meeting

Susan Gill Seconds the Motion

All in favor

Meeting adjourned 8:02 p.m.

Respectfully Submitted by: Kaycee Vitale, Administrative Assistant