

Budget Committee Meeting Minutes
August 9, 2023
7:00 PM
Town Hall Meeting Room
and via Zoom

Meeting Date: August 9, 2023
Location: Town Office Meeting Room

Lynn Chivers called the meeting to order at 7:00 pm and led the Pledge of Allegiance.

Attendees: Susan Young (Selectmen's Rep)
Susan Gill
Brenda Coughlin
Katrina Niles
William Saffie
Lynn Chivers, Chair
Josh Reap
Stephanie Helmig

Absent: Dick Snow

Guest: Andria Hanson

Old Business:

Minutes from June 14, 2023 meeting.
Josh made a motion to accept the minutes as corrected.
Brenda seconded the minutes.
Susan Gill and Katrina Niles abstained.
The motion passed. 6-0-2

Answer Questions from last Meeting

Town - none
School - none

New Business

Review of Town Reports

Town Revenue Report

Brenda asked what is "unanticipated miscellaneous revenue".
Andria said it was grant money that came in.

Brenda asked if we have to use Comcast as our internet/cable provider.

Susan Young stated if enough people want to change, it could happen after they honor their contract with Comcast. At present they are the only ones to service Candia. The contract has two years left.

Brenda asked what is “the sale of municipal property” for \$135,000. Andria stated it was the sale of the ambulance.

Josh asked where on the report the income from billing for ambulance services appears. Andria said we have a 3rd party billing company and Lynn said the funds go into the revolving fund.

Town Expenditure Report

Lynn asked why is the COLA adjustment still there?

Andria said it will soon be reflected in each payroll.

Brenda asked about page 2 town election ballot/material expended year to date. We are over \$900. What is this for?

Andria said it was to rent a generator for election day.

Brenda then asked what the election furniture purchase.

Andria said it was for stanches to rope off the area.

Brenda asked why the budget committee secretary is under financial administrator? Why not under budget committee. Andria said it is from the DRA. It is just a different format.

Lynn said it goes by the account number and ours goes alphabetical.

Brenda asked what happened to the sprinklers.

Andria said they had some eroded sprinkler heads that were replaced.

Brenda asked what the cemetery cost for installation of corner markers. This was not budgeted. Are the gravesite corner markers different?

Andria said the gravesite corner markers are the actual markers they purchase. The installation is the cost for the labor.

Brenda asked what the expense for medical equipment maintenance is under ambulance. Budget of \$2500 with hit of \$4800. Andria said she will check with the fire department.

Brenda asked about the Fire Department building maintenance. What is the additional expense for?

Susan Young said it was the bathrooms. The labor was all voluntary.

Andria said there was a septic issue there as well that cost around \$2500.

Brenda asked what the EOC operations cost under emergency management is.

Andria said it is to pay for the generator and the gas that is used.

Bill asked how the highway department works? What is the road agent paid for?

Andria said the budgeted item shows his stipend. He also bills the town for his equipment and time.

Bill asked if the road agent contracts everything out. Lynn said he does most of the work and has his own equipment. If it is too much for him, he will contract it out.

Lynn stated that the recycling income has increased substantially.

Review of School Reports

Lynn asked what they are going to do with the million-dollar balance?
Stephanie said she will get them the incumbrance list.

Brenda asked about the purchase of the cafeteria tables.
Stephanie said they needed to replace the tables as they were falling apart.
There is an official encumbrance list but they have not had their meeting yet so she does not have it.
The encumbrances come out of the million and the town should be getting just over \$600,000 back.

Susan Young asked how the attendance for the coming year looks.
Stephanie said it is doing great and they have 40 kindergardeners. She stated there is a new assistant superintendent who will be more focused on curriculum. They didn't spend as much as expected on special ed.
Brenda asked about the money going towards the buses and into the building.
Stephanie said the SAU is negotiating with Hooksett planning board about putting it in front of Granite Estates.
Brenda asked if they will be in budget? Stephanie said she has not heard that it would not be. It is for a modular building.
Stephanie will bring the incumbrances to the next meeting.
Brenda asked if there is any research done for grants.
Stephanie said the Superintendent and the SAU will be looking in to that.

Report from Dick Snow on Planning Board and CIP

Dick said there is nothing to report.
Lynn asked if anyone else wants to be the budget committee representative to these two boards now that Dick is no longer on the committee.
Brenda asked what they would like the representative to do or why someone needs to be there.
No one from the current board is interested in stepping in as the representative to the Planning Board or CIP.

Committee Member

Lynn let the board know that Dick Snow has resigned from the Budget Committee. The Board can appoint someone to fill the position until March 2024.
Brenda asked about Todd Keating and Lynn mentioned Bob Stout as a possible member.
Lynn put a notice on the website and community page. She would like someone sworn in by the next meeting.
They need to submit a letter of interest to the Board of Selectmen. Then the committee can discuss the candidates.

Other Business

Brenda asked why one of the budget committee members does not sit on the school board committee?

Lynn stated that the school committee is elected to represent the people of the town so we cannot tell them what to do with their funds. We tell Stephanie how we feel and what questions we have, and she brings that back to the School Committee for us.

Brenda feels that we give them \$500,000 or more over what they need and maybe we should change how much we give them in the budget.

Josh suggested making a note to remember next year to ask why they don't pay down the interest.

Susan Young stated the NH Municipal Association Annual Budget Conference is November 12th. Brenda and Josh said they would be interested in going.

Andria will send the full committee the notice for the conference. It can be done in person or virtually.

Lynn said committee members can attend, and if she goes over budget on that line item, it can be taken from another line item.

Brenda asked if it is a state statute that on all of the warrant articles it says Board of Selectmen 5-0 budget committee? She feels it falsely leads people. Who would make the decision to have it removed. Josh said it is a confirmation bias to the town.

A town resident can send a letter to the Board of Selectmen.

If it comes from the committee, a vote of the board is required.

Katrina made a motion to adjourn at 8:05 pm.

Bill seconded the motion.

Motion passed.

The next meeting will be September 13, 2023.

Respectfully submitted,

Joan Monaco

Administrative Assistant