

Town of Candia

Budget Committee

Unapproved Meeting Minutes

August 13, 2025

Town Hall Meeting Room

Meeting called to order at 7:00 pm by Chair Lynn Chivers, the Pledge of Allegiance was then recited.

Board Members Present: Lynn Chivers, Katrina Niles, William Saffie, Ryan Young, Susan Gill, Susan Young, Joshua Reap, Admin. Assist. Janet Lewis

Absent: Steve Tremblay, Stephanie Helmig

Old Business: Approval of minutes from 6-11-2025 meeting. Susan G. made a motion to accept the minutes as presented. Bill seconded. All in favor. Motion passed. The questions from the last meeting were answered as follows; The line 3502 on the revenue report- bank interest, which accounts are included in that interest figure? Tamera responded that the bank interest comes from the general fund and interest gained from CDs. Escrow interest is not reflected in that interest line and remains in their respective escrow accounts. The other question was; what is the process for the ambulance revolving fund to pay for the ambulance shown on the report? When the money is moved from the revolving fund to the general fund it is not shown on those specific lines. It is still not clear where that money is shown to exist in the general fund. More information is needed to clarify the process.

New Business:

Town Revenue Report: Bill questioned the period that the town was without a town Building Inspector. Suesan Y. answered that the salary does reflect the shortened pay period, although people could still receive their building permits during that time.

Town Expenditure report: Looking at the ambulance fund and the negative amounts shown, that adds up to the ambulance revolving fund. Bill questioned if the police chief is salary? Answer in the affirmative. Bill questioned the amount left being enough to finish the year, with only 21% left?

School Encumbrances Report: The open purchase orders (PO's) are dated to June 30th of this year. Discussion about why some of the encumbrances are still open. Susan Y. questioned the First Student bus services still being open since 9/19/24. Lynn said it was attributed to the buses service is still in law court. Katrina questioned the length of the encumbrances being carried? Lynn said the school year is from June 30th to July 1st of the following year, so some of them shown are not actually passed due. Bill questioned the interest on debt and it was recalled that it is debt interest from a bond that was issued in the past. Lynn is going to send the any other questions to Stephanie to answer for the school. The final encumbrances of \$472,003.18 is shown reserved on the Fund Balance sheet and \$235,000. returned to the tax payers.

School Revenue Report: The report shows the school has more revenue than they budgeted. The extra money went back to the taxpayers.

School Expenditure Report: Is it possible to put all the high school costs together? Also, the transportation line is shown as combined , how much for the Moore School transportation per student? How much for the high school? Lynn will ask Stephanie to explain.

Budget Committee Budget for next year: Suesan Y. asked about using AI and how much it would cost. The amount is \$180.00. Ryan suggested adding a line item to the budget. The board decided to add a line and take the amount from other accounts. It will be categorized as Software Support. This is the only time of year that this can be done in the budget process. It was decided to take \$49 out of legal notices and \$49 out of supplies and leave \$1.00 in each of those line accounts. Total is \$98.00 and the Budget Committee budget will be increased by \$102.00. Susan G. made a motion to increase the budget \$102. and use the two-line items to pay for the use of the AI software. Total budgeted, \$200.00. for the AI software. Katrina seconded. All in favor, motion passed. The Selectmen will be holding a meeting for submission of budgets and will be voted on to be accepted. (Sept. 6)

Other :

The NHMA Conference in September for any budget committee members that want to attend. Susan Y. will ask Amy to sign up whomever is interested. It is on **Tuesday September 11, 2025 9:00 To 4:30**. Zoom is also available.

The NH Municipal Association was contacted by Bill to inquire about a recent court case. An issue was brought before the Town of Hudson and their town budget committee. Questioning the representatives for the budget committee from the selectmen's office and the school. Should they have voting rights on the committee, as they are not elected? NHMA did not have an answer. Amy consulted Candia's lawyer who said, " My research shows that the Superior Court granted the Town's and School District's declaratory judgment allowing certain members to vote who had been denied by a recent bylaw." Sue suggested also asking that question at the conference in September.

Bill made a motion to adjourn. Katrina seconded. Motion passed. Meeting adjourned @ 7:52pm.

Respectfully submitted,

Janet Lewis
Admin. Assist.

