

Regular Meeting of the
Candia Budget Committee
August 13, 2014
Town Hall, Candia, NH
Minutes of the Public Session

Present: Vice-Chairman Allyn Chivers, Secretary Carol Coppola, Rebecca Cronk, Mark Laliberte, Paul Leblond, Selectmen's Rep. Carleton Robie

Excused: Chairman Matthew Broadhead, School Board Rep. Emily Roster

Also Present: Andrea Peach, Marlene Montminy

Call to Order

Vice-Chairman Chivers called the meeting to order at 7:01 pm and led the attendees in the Pledge of Allegiance

Administrative Business

Minutes:

Motion: To approve the June 11, 2014 meeting minutes as amended. Motion by Rebecca Cronk. Second by Selectman Robie. All in favor, motion carried with Paul Leblond abstaining.

Old/New Business

In follow up to the last meeting, Vice-Chairman Chivers referred to page 4 of the June 11, 2014 minutes and the open question presented by Rebecca Cronk regarding the significant increase in the "Communications" appropriation in the Solid Waste budget. Selectman Robie stated that the amount in the previous report was a misprint that has since been corrected.

With regard to the open position on the Budget Committee, Vice-Chairman Chivers stated there was one interested candidate that submitted a letter on interest, Andrea Peach, who was present at the meeting. Vice-Chairman Chivers asked Ms. Peach if she would like to address the committee. Ms. Peach stated her letter to Chairman Broadhead summarized her interest in becoming a member of the committee.

Motion: To nominate Andrea Peach as a member of the Budget Committee. Motion by Selectman Robie. Second by Mark Laliberte. All in favor, motion carried.

Vice-Chairman Chivers advised Ms. Peach that she would need to be sworn in by the Town Clerk so that she could participate in the meetings going forward.

School Reports

Vice-Chairman Chivers reminded the committee that the school reports were not going to be available until next meeting due to the School Board meeting schedule as discussed at last meeting.

Town Reports

Selectman Robie stated that there was an unanticipated expense for approximately \$6,000 for batteries for the server that is not included in the town report yet.

Paul Leblond inquired if new windows were going to be installed at the old library. Selectman Robie stated that it would be up to the trustees to decide.

Paul Leblond inquired if all of the funds in the warrant article for the Mosquito Control Program were going to be expended. Selectman Robie noted that \$21,250 of the \$37,000 has been spent so far and stated that he believed the program cost was \$30,000 to include testing. The remaining \$7,000 would be spent on spraying if needed.

Other

Selectman Robie addressed the committee regarding the closure of the old recycling center. A permit application is in place and a set of plans has been submitted to DES. Selectman Robie reminded the committee that at the deliberative session the budget was amended by \$50,000 to work on the closure plan. Selectman Robie felt the cost would be closer to \$100,000 and asked the committee, on behalf of the Board of Selectmen, for permission to overspend the budget if needed. The job has been put out to bid and is expected to be awarded at the next Selectmen's meeting scheduled for August 25th at 7:00 pm. Selectman Robie emphasized that it is unfair to the bidders to not know at that point if they can go forward without knowing if the town will have the money to spend. The actual amount needed will not be known until the bids are opened. Selectman Robie went on to say that the current budget would need to be completely expended, which has not happened in quite some time, before any money would be taken from the unreserved fund balance.

Mark Laliberte, for clarification, asked if Selectman Robie was requesting permission to use money from the unreserved fund balance for the project should the current budget be completely expended and additional funds are needed to complete the project. Selectman Robie confirmed that's what was being asked. Mark Laliberte asked if it was approved, could it be assumed that at next year's deliberative session there would not be any discussion of closure costs. Selectman Robie assured him there would not be.

Vice-Chairman Chivers stated that she would not be in favor of taking any money from the unreserved fund balance adding that in years past when similar issues came up department heads were advised to not purchase some items until the following year in order to ensure funding for the unanticipated expense and felt that it could be done again. Historically there has been money left over in the budget and if all the departments tighten their belts a little bit then the money could be found in the current operating budget.

Selectman Robie stated that the Selectmen are only asking to overspend exactly what is needed to finish the project should the cost exceed the amount available in the current operating budget.

Carol Coppola inquired if the town had a fund balance policy. Selectman Robie advised her that the policy was just instituted and is based upon a percentage recommended by the State of approximately 5% to 10% of your operating budget. The current balance of \$1.2 million falls within the recommended amount.

Carol Coppola also asked if revenues were expected to trend higher. Selectman Robie stated that with minor fluctuations revenues tend to stay about the same.

Selectman Robie stated there were three options available, all contingent upon the cost of the project. The first option would be to find the money in the current operating budget. The second would be to overspend the budget with the Budget Committee's approval and the third option would be to bring it up again at the next deliberative session. Selectman Robie further stated he felt he knew what a reasonable amount for the project would be and that if the bid proposals are too high, he would not approve the project to go forward and would go back to the drawing board.

Vice-Chairman Chivers stated that the Budget Committee could hold a special meeting to decide whether or not to give permission to overspend once the bids have been opened and an actual project amount is known.

After further discussion, it was determined that a decision would not be made until after the bids have been opened and an actual cost for the project is known but it is the consensus of the committee that the project needs to get done and that they are willing to work with the Selectmen in the best interest of the town.

Adjourn

Lacking further business, Vice-Chairman Chivers entertained a motion to adjourn.

Motion: To adjourn. Motion by Rebecca Cronk. Second by Mark Laliberte. All in favor, motion carried.

The meeting adjourned at 7:35 pm.

Recorded by Marlene Montminy