

Meeting of the Candia Municipal Budget Committee
~~Unapproved~~ Approved Minutes
September 13th 2017
Town Office Building

Members Present:

Budget Committee Chair Allyn Chivers, Selectman's Rep. Susan Young, School Board Rep. Stephanie Helmig, Paul Leblond, Jodi Hedstrom, Bob Stout, Susan Gill

Chairman Chivers; opened the meeting at 7:00pm.

Pledge of Allegiance

Todd Keating and Katrina Niles were not in attendance.

Approve minutes from 08/09/17 meeting.

Bob Stout: Spelling of his name is incorrect in first paragraph.

Selectman Young: add Todd Keating to attendance list.

Chairman Chivers: add "asked if members" to Chairman Chivers on first page with regards to revenue reports.

Chairman Chivers: add all in favor to the end of the meeting.

Susan Gill: made motion to approve the minutes with changes.

Paul Leblond: seconded.

All in favor.

Chairman Chivers: not seeing any questions from last meeting moved on to town expense report.

Chairman Chivers: any questions?

Bob Stout: had a question with regards to the tax line on the revenue comparison?

Selectman Young: that's what they received for property tax, the first billing. I'll find out for sure though. Seems low. Some discussion.

Chairman Chivers: any other questions? Some discussion about the set up of the report.

Bob Stout: Chester turnpike came out nice, Dennis did a great job. Discussion with regards to road maintenance and field repair.

Chairman Chivers: any other questions? Next is School Reports.

This would be the end of the year report.

Paul Leblond: the one thing I was looking forward to seeing was the high school tuition; we were told it was going to be a lot closer to budget, for 2017 its \$27,000.00.

Chairman Chivers: this is something the school does and it's no sneaky. Keep this in mind. Look at regular in high school tuition other LEA's, it starts off at

\$1,500,000.00 but then the revised budget is \$1.3 million. \$200,000.00 was taken and transferred out of that account and used for something else and then we had \$27,000.00 left over. Its like we had \$227,000.00, we over budgeted.

Susan Gill: the next line tuition to the public academy goes up almost \$200,000.00.

Chairman Chivers: probably because maybe kids went to other schools, Pinkerton. We're still over budgeting high school.

Jodi Hedstrom: yes, that's the public academy.

Paul Leblond: I thought that last year if the freshman wanted to go and the town would pay for it. So that counts towards the first line not the second line. The town was paying for anyone that wanted to transfer could transfer and the town would pay for it.

Chairman Chivers: that's the second line.

Discussion ensued with regards to amounts on different lines, over budgeting and student numbers.

Chairman Chivers: any other questions with end of the year report. You'll notice that there's \$59,000.00 in encumbrances, so I asked Karen to break them down, that's one of the sheets I handed out to you.

Bob Stout: question on staff development? That's one that we went way over budget. Section 21:90. We budgeted, staff development but didn't spend any of that. We only used 50% of what we budgeted. Why?

Stephanie Helmig: I think the problem is we couldn't get substitutes so they used internal. Para professionals etc. We don't pay as well as other schools.

Chairman Chivers: we asked about staff development before, Kim told us that they wait til the grades come out and then everyone gets reimbursed. This years over.

Selectman Young: she believe it's contractual. They all get so much money for PD, the school doesn't know if the teachers are going to use it or not but they have to budget for it.

Stephanie Helmig: will ask.

Chairman Chivers: on that same page at the bottom, school board services, legal and consulting. Budgeted \$15,000.00 but we spent \$45,000.00? Do you want to explain what that was all about?

Stephanie Helmig: the only thing I know is Todd raised a question at one of the school board meeting and the superintendent said that it was a contract year so they had to consult legal more. I will clarify.

Chairman Chivers: we know when contract years are, why wouldn't we budget for that?

Stephanie Helmig: will find out.

Chairman Chivers: yeah 2016-2017 year.

Jodi Hedstrom: that was a very expensive night. If you go back to June if you look at the transgender meeting month, if you look at that meeting month, it was very high, I'm not sure if that's what it was for but if you look at that month it was very high. That was during that meeting month.

Chairman Chivers: we'll see.

Stephanie Helmig: there was also an HR issue, medical issue.

Selectman Young: who's the health teacher up there now?

Stephanie Helmig: shauna Isham does a portion of health and physical education.

Selectman Young: I thought there was a separate health salary or is that her salary? Under 21:30 for \$39,000.00 or is that both health. 51:12 Health Teachers salary.

Jodi Hedstrom: isn't health the nurse, isn't that how they label them, or am I wrong?

Some discussion ensued with regards to what line health and physical education fell under.

Selectman Young: is there still a curriculum coordinator?

Stephanie Helmig: yes. It's a new title. Ill have to get her new title.

Selectman Young: is it administrative or in the class room?

Stephanie Helmig: administrative.

Chairman Chivers: is that the person that was the common core coordinator?

Bob Stout: yes they told us about that, they reclassified it.

Selectman Young: it was curriculum director last year, I don't know what it is this year.

Jodi Hedstrom: whatever the state mandated it, right? When he explained it he said the state changed all the rules, it order for us to stay current we had to have someone stay in that position.

Chairman Chivers: anything else?

Selectman Young: do we have a full time psychiatrist?

Stephanie Helmig: yes, we have a psychiatrist on staff I'm not sure if he's full time or part time. But that was in the budget, he's per diem.

Chairman Chivers: if you look at psych services. It started at \$33,900.00 and then they revised it to \$53,900.00. But there's no fica in there so I think its contracted.

Stephanie Helmig: he worked for a different company. For now for this school year 2017-2018 he's full time.

Chairman Chivers: he's an employee of ours, so we're paying fica and health insurance.

Selectman Young: I thought he or she was going to be fulltime.

Chairman Chivers: anymore questions on the June 30th expenditure report? Lets go to the revenue report.

Selectman Young: what is refund of PY expense?

Chairman Chivers: prior year expense, money we got back maybe.

Selectman Young: I can probably Google this but what's the difference between State Education Tax and State adequacy grant?

Stephanie Helmig: state education tax is the portion we get from our property tax.

Selectman Young: that's your current appropriation, right?

Stephanie Helmig: its both.

Selectman Young: so there both raised with Candia's property tax. So the state adequacy grant?

Stephanie Helmig: state funds, they contribute so much per student.

Selectman Young: is that like the Claremont thing, if you have a certain amount on free lunch, is that how they figure it out.

Stephanie Helmig: I can ask.

Bob Stout: is that where they federal money goes, I know its very small, we asked that question last year? It must be mixed in with something.

Chairman Chivers: yeah

Selectman Young: what's catastrophic aid? Is that the Medicaid, no and that's a lot higher than expected.

Chairman Chivers: was for something totally unexpected kid moves in and it cost \$100,000.00 for busing in the middle of the year and we never anticipated.

Selectman Young: we don't use that special education revolving fund?

Chairman Chivers: we can but we can also catastrophic aid. We have that special ed fund but we can apply to the state for the catastrophic aid.

Selectman Young: so they got this from that state, so say there's an extra 200,000 for cost did they take that out of that fund, because I didn't think they touched that sped fund.

Chairman Chivers: yeah

Selectman Young: didn't think so.

Bob Stout: if they didn't want to touch it they can get that money from the state.

Selectman Young: yeah but they've only got this and if the cost is 200,000 I thought that why we had that. No I'm saying if the cost was, because if you go back and look at the busing and different things, it appears like someone moved in at some point who had some needs that needed to be addressed and I didn't know why we didn't go to that fund?

Stephanie Helmig: we didn't need to.

Selectman Young: ok, you didn't need to because you weren't over drawn on the bottom line.

Chairman Chivers: if a kid moved in in March we would just have to pay whatever we haven't budgeted.

Stephanie Helmig: especially in special ed she said reappropriation of funds, a student may move out, a student may not need them and they redistribute funds.

Selectman Young: I have all the faith in the world in you guys as far as budgeting and like that, I just couldn't remember which went where.

Chairman Chivers: anymore question on either of the revenue reports?

Chairman Chivers: nothing. Ok, you can look at the encumbrances, \$76,000.00 left over in maintenance so I'm presuming some of that was encumbered for these things on this list. If you look at the second to the last page. There's \$79,000 left over. Building repairs there's \$45,000.00.

Stephanie Helmig: lift 36,000.00 grease trap 7,000.00, electricity. Left over building repair is left over from the summer.

Chairman Chivers: there was oil. Any questions on the encumbrances?

Chairman Chivers: August 30th expenditure report.

The last one is the student report for the Moore School. Any questions on this? Ok. Now the calendar for the budget season.

Discussion ensued with regards to scheduled meetings.

Selectman Young: asked school board rep, Stephanie Helmig, if there was any chance that the school board would have the deliberative session on a Saturday instead of Thursday night?

Chairman Chivers: last year it February 9th at 6:00. The snow date was February 11th at 9:00. We used the snow date and it still snowed.

Selectman Young: so is there anyway? Its just the older people don't like to drive after dark. It used to be on a Saturday; years and years it was always on a Saturday.
Stephanie Helmig: will check with the board on it.

Meeting adjourned

All in favor.