

Meeting of the Candia Municipal Budget Committee
~~Unapproved~~ Approved Minutes
November, 8th 2017

Town Office Building

Members Present:

Budget Committee Chair Allyn Chivers, Selectman's Rep. Susan Young, Jodi Hedstrom, Todd Keating, School Board Rep, Stephanie Helmig.

Absent members; Bob Stout, Paul Leblond, Katrina Niles.

Chairman Chivers opened the meeting at 7:00pm.

Pledge of Allegiance

Minutes from 10/11/17 approval.

Changes/Corrections

List absent members.

Correct typos

Selectman Young; Motion to accent the minutes with changes.

Jodi Hedstrom; Seconded.

All in favor.

A matrix was provided to each Budget Committee member with regards to the town employee's budget.

Discussion ensued with regards to town employees merit raises.

Audio available for all meetings on the towns' web site.

Chairman Chivers; Cemetery; On the contract services line we budgeted \$2,400.00 for last year and it wasn't used, why are we budgeting for the same amount of money this year and what's the anticipated use?

Holly Haas (chairman of the cemetery committee); Holly explained that they have a lot of anticipated man hours to record records and a new software program to organize the cemetery lots.

Chairman Chivers; Why has the SE watershed been moved to the budget instead of continuing to be a warrant article?

Selectman Young; The voters voted to put it into the budget, 65% to 35% so it was put into the budget.

Selectman Young; The community member that usually represents Candia has not been involved so much anymore and that's why the money hasn't been taken yet this year.

Donna Becker; Will reach out to the SE Watershed Committee and see what they would like to do.

Chairman Chivers; Parks and Recreation; The park supply and repair line has been increased to \$14,000.00 will some of that be used to repair the softball fields?

Scott Komisarek; Yes, we allocated \$4,900.00 to do some paving and \$2,500.00 for the bathroom doors and some other continued maintenance.

Chairman Chivers; Planning Board; Why are we budgeting another \$10,000.00 for the Master Plan? What do you plan to do with these additional funds?

Thomas Giffin, Chairman of the Planning Board; ongoing effort to implement the master plan.

Chairman Robbie; He explained that we need someone to do some planning.

Chairman Chivers; Property Appraisal; this line has increased; we were previously told that the appraiser would be working on elderly current use and veterans exemption to be sure they were accurate?

Selectman Young; Our appraiser has been working on the current use files, she was not asked to work on the elderly or veterans. Some of the files have been reviewed but there are still more to do.

Discussion Ensued.

Chairman Chivers; Solid Waste; we budgeted \$1,000.00 for recycling supplies and so far none of its been used? This has increased to \$1,100.00 for next year? What are these supplies and will we be using the funds this year?

Selectman Young; It's for bailing wire, they had two bundles left and he'll be ordering soon. They will be expending that line before it's over. It was increased because 1,000.00 dollars wasn't enough. As I explained a lot of these department heads wait till the very end so not to go over.

Chairman Chivers; Town Building Expenses; How do the trustees of the Smyth building plan to use \$15,740.00 that was budgeted for this year? Will there also be a warrant article for additional funds, if so how much will the warrant article be for? What is the plan use for the money in the Smyth Memorial Building Trust and what's the current balance?

Selectman Young; Passed out a down of expenses.

Carla Pennfield; Explained that there will be a warrant article for \$3500.00. The current balance in Trust is \$7,000.00, which will be used in the case of needing a new roof or whatever may come up.

Chairman Chivers; Town Office Expense; Employee merit pool was budgeted for \$10,000.00 this year and then reduced to \$5,000.00 for next year; none of these funds have been spent yet this year. Does the selectman plan to use the \$10,000.00 for this year and what's the plan for \$5,000.00 for next year?

Selectman Young; Believed that that was answered already.

Chairman Robbie; The selectman in 2016 budget \$2,500 for a municipal resource person to come in and do our study for us. Remainder of the money will be moved to cover contract expenses.

Chairman Chivers; We got an email from Donna that said that on this budget there were some changes because she got some insurance figures and then there was going to be a \$65,000.00 line in the solid waste for a loader.

Selectman Young; It needs to be replaced. He thought he was going to get by with it, and it needs to be replaced. So we put it in the budget. It's not going to make it.
Discussion ensued.

Closed to public comments.

Reviewed dates for joint meeting with the School Board. Waiting for an answer as to whether the dates work for them, School Board Rep, Stephanie Helmig will find out.
Discussion ensued.

Chairman Chivers, New Business;

Animal Control

Auditing Services

Budget Committee

Building Inspection

Cemetery

Conservation Commission

Chairman Chivers; If the SE Watershed doesn't get their money by the end of the year, I'd like to take it out. If they can't be bothered to get the money out, I know it's only \$200, it's just seems crazy to me to have it there.

Thomas Giffin; It's my understand that Mr. Snow is no longer involved with the Lamprey River Watershed. I'm not sure that SE Watershed even knows that Candia is involved.

Chairman Chivers; I just hate to put in for someone that doesn't even want it.

Discussion Ensued.

Chairman Chivers;

Direct Assistance

Chairman Chivers; they only spent \$1,400.00 and they've asked for \$20,000.00?

Discussion Ensued.

Election Voter Registration

Election Administration

Emergency Management

Fire and forestry

Health officer

Heritage Commission

Highway Department

Highway Winter Fund

Insurances

Legal Expenses

Other Culture and Recreation

Parks and Recreation

Planning Board

Police

Long Term Bonds

Property Appraisal

Solid Waste
Street Lighting
Tax Collector
Town Building Expenses

Jodi Hedstrom; The Smyth Library; Asked what the ultimate plan for the building.

Chairman Chivers; Explained that there is no definite plan.

Susan Gill; Explained that there was a concern that the work done on the building may have to be changed based on what the building is going to be used for, for instance maybe needing a handicap ramp for accessibility.

Discussion Ensued.

Town Clerk
Town Offices Expenses
Treasurer
Welfare
Zoning

Susan Gill made a motion to accept the 2018 Budget as proposed at \$2,714,389.00

Stephanie Helmig seconded.

Chairman Chivers; This is just preliminary, were still going to have a public hearing.

Stephanie Helmig; Asked what \$200,000.00 look like on some ones tax bill?

Discussion Ensued.

Chairman Chivers; Town Report/Expenditure Report

No questions.

Stephanie Helmig; Asked if departments often spend in November and December.

Discussion Ensued.

Chairman Chivers; School Reports/Expenditure Report

Chairman Chivers; Budget adjustment

Chairman Chivers; Questioned bi-out being cheaper than the health insurance.

Discussion Ensued with regards to insurance bi-out and high school enrollment.

Chairman Chivers; Any other business that anyone wants to bring up?

Selectman Young; May I just make a comment, I just would like to thank this committee for listening to our explanations and showing support for the town. We have a great group of employees and department heads and everything else and they really will appreciate your support, at this point I know we're waiting for the insurance but it's really appreciated, it takes a lot of time to learn all this stuff, you guys are all volunteers so thank you very much.

Chairman Chivers; the meeting for tomorrow is cancelled, because we already voted on the budget. Our next meeting is the November 29th when we're going to review the school budget and come up with our questions.

Chairman Chivers; Explained that as soon as she knows the date that the Budget Committee is meeting with the school board she will let everyone know. Stephanie Helmig will find out and get back with Chairman Chivers

Motion to adjourn

Jodi Hedstrom

Susan Gill seconded.

All in favor.

8:03 PM