

Town of Candia Municipal Budget Committee

Approved Meeting Minutes

Meeting Date: April 10, 2019
Location: Town Office Building
Attendees: Lynn Chivers
Todd Keating
Jodi Hedstrom
Bob Stout
Katina Niles
Boyd Chivers (alternate for Sue Young)
Kaycee Vitale
Absent: Stephanie Helmig
Dick Snow
Sue Young
Susan Gill

Chairman Chivers opened the meeting at 7:00 PM
Pledge of Allegiance

Election of Officers

- Chairman
 - Lynn Chivers was nominated by Jodi Hedstrom
 - Todd Keating seconded the nomination
 - All in favor
- Vice Chairman
 - Bob Stout was nominated by Jodi Hedstrom
 - Todd Keating seconded the nomination
 - All in favor
- Secretary
 - Katrina Niles was nominated by Jodi Hedstrom
 - Todd Keating seconded the nomination
 - All in favor

Accepting of the Minutes from February 13, 2019

- Approval of minutes will move to the next meeting as there was no quorum of people that attended the February meeting.

Questions from Previous Meeting

- Revenue line that had wrong date has been corrected
- On the question of if the encumbrances were already subtracted out in the bottom line of the town budget; the reports show the remaining balance of \$154,000 and the encumbrances had not been subtracted. They have now been subtracted and the real remaining balance is \$102,000.
- On the question of the Total Winter Highway budget; Chairman Chivers asked if we were over \$137,000 or \$37,000; Donna supplied the answer which led to the conclusion that we are over \$137,000.
 - Chairman Chivers posed a suggestion to the Selectman to increase the Winter Highway warrant article since if the full amount is not used it goes back into the town budget.
- Questions for the School Board around Keno and legal fees will be addressed next meeting when Stephanie Helmig is present.

Town Budget Reports

- Chairman Chivers highlighted the highway budget as it is already in the red by \$14,900.
 - Jodi Hedstrom asked if the budget being over had to do with Currier Road?
 - Discussion ensued
- Jodi Hedstrom asked if the Moore Park softball field will be fixed this year?
 - Selectman Chivers said that it was in the budget for this year.
 - Jodi explained that it is costing money in bussing every game because it is unsafe to play on the home field. The field is a liability for anybody to play on.
 - Discussion ensued.

School Reports

- Proposed Budget Adjustments
 - Todd Keating asked what school events/extracurricular activities get funded by the school board and what events are funded out of pocket?
 - Bob Stout asked if there was a way to determine, for end of year, the actual amount spent before transfers are made in and out of a line item? This should allow for a better awareness for the budget committee when it comes to budget season in the fall.
 - Discussion ensued
- Revenue Report
 - No questions
- Enrollment Reports
 - Moore School enrollment down
 - High School enrollment up
 - Discussion ensued.
- Expenditure Report
 - No questions as the report is unreadable
 - Todd asked if we could color code green, red, yellow to indicate if the expenditures are on pace, over, or within a certain range.
 - Discussion ensued
 - Chairman Chivers asked if an administrative position was reduced and which position was it?
 - Jodi Hedstrom said that it was reduced and two teachers gave their notice as well.
 - Discussion ensued and more questions arose around change of titles and change of pay.

Other Business

- Bring suggestions for Sue Young's roundtable discussion around the budget process or things that might serve the town better from a budget perspective. It will be on the agenda for next meeting.

There being no further business, Katrina Niles made a motion to adjourn, was seconded by Selectman Chivers and the motion carried.

Meeting was adjourned at 7:52 pm

Submitted by: Kaycee Vitale, Administrative Assistant