

TOWN OF DEERFIELD, NH
MUNICIPAL BUDGET COMMITTEE
George B. White Building
8 Raymond Road, Deerfield, NH 03037
6:30pm Tuesday, 29 March 2016
MINUTES

Call to Order 6:30pm

1. Pledge of Allegiance to the Flag

2. Moment of Silence/Prayer

3. Roll Call

Present: Kevin Verville, Chairman; James Spillane, Vice Chairman; Carol Levesque, Troi Hopkins, Bill von Hassel, Members; Andrew Robertson, Select Board Rep Member; Peter Menard, School Board Rep Member

Excused Absence: Steve Giovanelli, Member

Unexcused Absence: David Carbone, Karen Cote, Members

Also Present: Jan Foisy, Town Administrator

4. Election of Officers

Chairman Verville states that he would not be seeking nor would he accept a nomination of either Chair or Vice Chair of the MBC.

- a. Chairman Verville nominates Vice Chairman Spillane for the position of Chair of the MBC, seconded by Andrew Robertson. No further nominations seen.

Vote to elect James Spillane to Chair of MBC: Yay: 5, Nay: 1, Abstained: 1- Motion Carries

- b. Vice Chairman Spillane nominates Bill von Hassel for the position of Vice Chair of the MBC, seconded by Chairman Verville. No further nominations seen.

Vote to elect Bill von Hassel to Vice Chair of MBC: Yay: 5, Nay: 1, Abstained: 1- Motion Carries

These positions are effective immediately.

5. Appointment to the Vacant Seat

K. Verville states that Ian Scott expressed interest in the position via an email that was sent on to board members.

Ian Scott introduces himself to the Board as resident of Deerfield 9 years. He has a daughter in 2nd grade at DCS; stepson is an alumnus of DCS. His wife works for the Town Offices and is the Administrative Assistant at the Deerfield Community Church. A few years ago they had a house fire and the community helped a lot. He wants to volunteer his time on this committee as a way to give back.

Motion: K. Verville moves to accept Ian Scott to fill the one- year vacancy on the MBC
Vice Chairman von Hassel asks Mr. Scott if he foresees a problem with being able to attend MBC meetings. I. Scott responds that he does not foresee having a problem attending meetings.

Second: Andrew Robertson

Vote to accept Ian Scott to fill the one- year vacancy on the MBC: Yay: 7, Nay: 0, Abstained: 0- Motion Carries

A. Robertson points out that Mr. Scott will need to be sworn in.

Chairman Spillane states that Mr. Scott will need to go to the Town Clerk to be sworn. Until then he is welcome to stay for the meeting as a non-voting member.

J. Foisy confirms with Chairman Spillane that she can send out an email once the oath form is filled out for the Board to sign.

6. Email Policy Review

Motion: K. Verville moves to waive the reading of the email policy.

Second: P. Menard

Vote to waive the reading of the email policy: Yay: 7, Nay: 0, Abstained: 0- Motion Carries

K. Verville reminds the Board that last year it was decided that every MBC member would have an MBC email account to help in cases of Right to Know, etc. If you need an account, contact Steve Jamele web@townofdeerfieldnh.com and he will set up an account for you.

7. Legal Inquiries Policy

Motion: K. Verville moves to waive the reading of the legal inquiries policy.

Second: P. Menard

Vote to waive the reading of the email policy: Yay: 7, Nay: 0, Abstained: 0- Motion Carries

K. Verville encourages the continued practice that the Board has all inquiries pass through the Chair who in turn would pass them on verbatim to the NHLGC

Chairman Spillane agrees that he supports this practice.

P. Menard asks if it needs to be added to the policy that inquiries are submitted through the Chair. K. Verville notes that this is a policy written by the Select Board. Chairman Spillane explains that the policy as written by the Select Board states if any members contact the NHLGC they will say that they are not able to help by the direction of the Board of Selectmen. He also states that the MBC could modify the policy that they have adopted and edit the first bullet point to add "through the Chair or Vice Chair which will then be submitted to NHLGC verbatim.

J. Foisy points out that the NHLGC has changed its name and is now NHMA

K. Verville suggests the best course of action would be to request that A. Robertson bring it to the Select Board for updating.

A. Robertson agree to bring this policy back to the Select Board

8. Proposed 2016/2017 Meeting Dates

K. Verville points out that this schedule is based on previous meeting dates. SB2 deadlines still need to be confirmed.

Motion: K. Verville moves to accept the proposed meeting dates.

Second: P. Menard

Chairman Spillane points out that if these proposed dates pass, it is still a tentative schedule.

Vice Chair von Hassel asks if a meeting in mid-July for an update on the budget. A. Robertson responds that the Select Board provides a weekly manifest. K. Verville states that typically in September/October the MBC gets an idea of how the current budget is running and well as starting to look forward. November is when the proposed budgets start to come in.

Vote to accept: Yay: 7, Nay: 0, Abstained: 0- Motion Carries

9. Approval of Outstanding Minutes

Motion: K. Verville moves the approval of the minutes from the Tuesday January 12, 2016 public hearing.

Second: A. Robertson

Discussion: T. Hopkins asks about the asterisks next to her name as well as Chairman Spillane's name. K. Verville responds that the asterisks are pseudo-foot notes. They denote when a member arrives and when a member leaves a meeting and it happens chronologically in the minutes.

Vote to approve the minutes from the Public Hearing on January 12, 2016 as written - Yay: 4, Nay: 0, Abstained: 3- Motion Carries

Motion: K. Verville moves the approval of the minutes from the Tuesday January 12, 2016 meeting.

Second: A. Robertson

Discussion: Chairman Spillane points out that these minutes also contain the asterisks. T. Hopkins states that she is uncomfortable with the asterisks. It makes it appear as though she arrived very late which isn't the case.

Chairman Spillane agrees that it is unusual that this appears in the minutes.

K. Verville responds that to the best of his knowledge it appears because it changes the vote counts. He suggests that if someone would like to table the minutes and would like to add exact times of arrivals and departures, this could be done by going back and reviewing the video. K. Verville further explains that the vote count was down until the member arrived at which point the arrival is noted and from there forward the vote count changes.

A. Robertson states that it is standard practice to note when a member arrives. He doesn't have a problem with the asterisk but if it would be preferred to have a time listed, that would be fine too.

Chairman Spillane suggests that the Chair announce the time when a member arrives or leaves after roll call. T. Hopkins asks to make a motion stating that a time be noted when a member arrives or leaves.

Chairman Spillane points out that there is a motion already on the floor.

K. Verville calls for a vote of the motion that is on the floor.

Vote to approve the minutes from the MBC meeting on January 12, 2016 as written- Yay: 5, Nay: 1, Abstained: 1- Motion Carries

Motion: T. Hopkins moves that going forward, a time will be recorded when a member arrives or leaves a meeting after roll call.

Second:

Discussion: K. Verville asks how this will be noted.

Chairman Spillane responds that the Chair of the meeting will state that the member has arrived or left and the approximate time for the Recording Secretary.

Vote to have the Chair state that a member arrives or leaves after roll call along with an approximate time- Yay: 7, Nay: 0, Abstained: 0- Motion Carries

Motion: K. Verville moves the approval of the minutes from the Thursday January 21, 2016 Supplemental Meeting.

Second: A. Robertson

Discussion: A. Robertson notes that there are not any asterisks in the minutes

Vote to approve the minutes from the Supplemental Meeting on January 21, 2016 as written - Yay: 4, Nay: 0, Abstained: 3- Motion Carries

7. Old Business

None seen

8. New Business

A. Robertson notes that as you look through the expenditure reports for the Highway Department that this was a very mild winter with little spent for snow removal.

Chairman Spillane asks if there are plans to use any of that leftover money for other summer projects.

A. Robertson responds that there are no new projects proposed. They may do some more trenching.

C. Levesque asks that since the budget went to default, what line items are being reduced.

A. Robertson responds that he does not have that information with him but he recalls that some money was moved from one line item to another. He offers to provide a revised copy of the budget.

K. Verville asks that since the budget went to default, does the Select Board plan to still go forward or not with the proposed salary adjustments.

A. Robertson responds that because those salary adjustments were done during the course of the regular budget cycle they will go into the default budget.

9. Citizen Comments

Harriet Cady notes that in the minutes from the Public Hearing on January 12, 2016 she had several questions and comments. She has not received answers to them.

H. Cady states that she was at the Select Board meeting Monday night and she did not hear any changes from the default budget adjustments. She would like to see where that happened.

H. Cady states that last year, the MBC did not look at the budget approved the year before and see how it was being spent this year. H. Cady comments that by not doing that with the school budget, the MBC missed the fact that no revenue had been put in. At the Public Hearing the apology was made that the revenue had not been carried into the budget and therefore it was much higher than what had been put out to the people at the Public Hearing. H. Cady asks how many people voted for a budget they thought was lower than the Public Hearing that was actually lower than the default budget.

H. Cady states that the Union Leader had an article in which it stated that Candia had a budget of \$2,500,000 with 4600 people. Deerfield's is \$3,700,000 with under 4500 people. She thinks that the MBC should start looking at the expenditures in Deerfield.

Chairman Spillane invites P. Menard to respond to the school portion.

P. Menard responds that the DRA changed from its initial response. Amber Wheeler, the Business Manager submitted to them how the revenue would be treated. They gave direction and then later changed their response about how the revenue needed to be treated.

K. Verville states that the MBC was advised of a bottom line number that was passed at the MBC meeting. At the Public Hearing it was modified to how we have done it in the past. K. Verville states that the Business Manager was advised that that was the correct number. That is the number that the MBC was asked to more through and it is the number that was moved. When the Business Manager spoke with DRA again and was given the new information, the first order of business at the Public Hearing for the School Board was to correct that error along with full disclosure of what had happened

Chairman Spillane asks A. Robertson if he is able to provide any input to any of Ms. Cady's questions from the January 12th Public Hearing.

A. Robertson states that he is not able to at this time. He doesn't have a record of what has been provided and what hasn't.

Chairman Spillane asks that A. Robertson take these questions as an action item.

10. Adjournment

K. Verville welcomes Mr. Scott to the MBC.

Motion: K. Verville moves to adjourn

Second: Chairman Spillane

Vote to adjourn: Yay: 7 Nay: 0, Abstained: 0- Motion Carries