

2015 BUDGET COMMITTEE MEETING

January 15, 2015

At the Gorham Town Hall at 6:00 pm

Members Present: Mike Waddell, Glen Eastman, Robert Demers, Dan McCrum, Terry Oliver, Reuben Rajala, Patrick Lefebvre

Excused: Diane Bouthot

Others: Town Manager Frost, Denise Vallee

The Chair called the meeting to order at 6:00 pm.

Review and accept minutes from the Budget Committee Meeting held on January 13, 2015:

A Motion to Accept the meeting Minutes of January 13, 2015 was made by Glen with a second from Terry, all were in favor. Dan abstained as he was absent at the prior meeting.

Action items from previous meetings that still need to be provided:

- A. The Cascade playground town/mill agreement; no new information at this time; TM Frost to speak with Assessor Lutz to see if she has any information to provide
- B. EMS roster of personnel and how many hours each worked in 2014, hard copies
- C. Moose River information
- D. Outside Contracts: Still need information regarding Randolph and Shelburne.
- E. Capital Reserve Highway - long term solutions. Need to reevaluate the 10 year plan and add correct figures.

New Action items for next meeting that need to be provided:

- A. Updated review of values (Accountant's information) from Denise-hard copy
- B. Property Appeals spreadsheet from Assessor Lutz – hard copies

4th Quarter Budget Review:

The 4th Quarter Budget was presented by the Finance Director, Denise Vallee. The Fund Balance was discussed in detail as well as revenues, Capital Reserve funds, overlay account and tax abatements. Overall revenue is in good shape. Denise will confirm the total amount in the Fund Balance after she meets with the Auditor and will have a report of the exact figures for the next meeting scheduled for 1/22/15. Denise announced that the Town Hall Bond will be paid in full in April, 2015.

Town Clerk/Tax Collectors Budget Review:

The Town Clerk, Carol Porter, presented her budget and stated it was flat lined. She stated the taxes are in much better financial shape then they have been in the past years due to aggressive collections for unpaid taxes and liens being placed on outstanding and overdue properties.

Carol explained in detail the lien process to the Budget Committee members. The Committee commended her for the aggressive work that was being done regarding the collection of unpaid taxes and tax liens being handed down. The Chair asked if the Tax Collector had a current strategy for collecting the current Munce's debt. She answered not at this time.

Assessing Dept. Budget Review:

Assessor Lutz presented her budget review. She stated there were no major changes to report regarding her budget and that she was budgeting the said same amount as last year. She stated the Ratio Report had not been finalized by the DRA yet. She stated property sales have remained about the same. She had no new information to report from KRT as they will not have

any new information until spring. After presenting her budget she was asked to speak about the Planning Board and her job responsibilities as Planning Board Secretary. Michelle went on to give a very detailed breakdown of all that she does for the Planning Board.

General review:

A general discussion and review by the budget committee members of the budget that was presented tonight. Questions were raised regarding the Recreation Department and their "Revolving Fund." The Chair asked TM Frost if she could have the Parks Director provide a list of his employees and job titles at his budget presentation. Reuben asked why the quarterly Budget Committee reports never have any details on the Library budget. Mike then asked if there were any other details of any departments missing and the response was the Water and Sewer Department. Denise said that the lump sum showed up in the 2014 year-end tally, without any details. Denise can provide a printout of the Library budget at the Quarterly meetings.

The Chair made a request to have \$500.00 placed in the Conservation Line as it currently shows a zero (0) balance.

Old Business:

Continuation of 2014 Fourth Quarter Review on 1/22/15

New Business:

Adjustments to the current 2015 Budget Committee Schedule:

January 22, 2015: Denise will continue her review of the 2014 budget and the Recreation Budget will be presented.

January 27, 2015: EMS will be back to answer further questions.

January 29, 2015: The Chair is requesting a final budget review and consensus on the budget as presented to date. The Chair asked Robin to have the DRA budget form prepared for this night.

Adjourn:

Motion to adjourn was made by Pat with a second from Terry. All were in favor. The meeting adjourned at 9:00 pm.