

Budget Committee Meeting Minutes of October 17, 2012

Members Present: David Graham, Terry Rhoderick, Jeff Schall, Lisa Kardell, Bob Demers, Glen Eastman
Excused Absent: Michael Waddell **Absent:** Rueben Rajala **Other:** Robin Frost, Denise Vallee

Call to order by Jeff Schall at 6:30 pm

Approve Minutes of July 31, 2012 –Mike Waddell noted a misspelled word on page 2: TANIF should be TAN. With the correction, he then made a motion to accept the minutes as written, second by David Graham. All were in favor.

Review of Third Quarter Budget- Denise Vallee distributed the report to all members and reported that all major revenues are slightly ahead of last year. She then reviewed the report line by line answering questions as they presented themselves. The state has yet to begin setting tax rates and this has her concerned. The State has a new system in place and is way behind. This has Denise concerned since tax bills need to be sent out soon. There was a general discussion concerning how this will affect the town if the tax bills are late going out. Denise stated it takes the Tax Collector 10 days at the most, to print and send out the bills. She is confident the bills will be sent in a timely manner. The target mail out date is November 1, with due date 30 days from the date posted.

There is a soft budget freeze in place, meaning the department heads must get pre-approval from Robin or Denise to spend anything over \$100. \$300,000 in credit remains available in the TAN, the original amount was \$450,000.

Recreation Department is in good shape, there was an expense to cover the tennis court/improvement. A Cruiser was purchased by the Police Department.

Rooms & Meals Tax is usually received in late November or early December. Glen Eastman asked if this is a fixed amount. Denise stated the figures have not yet been released; there is a complex formula used to calculate the revenue to be paid to the town and it is posted on the DRA website.

Ambulance is doing well and the department is on course. They have been added to the Preferred Provider list for Anthem/Blue Shield and this has helped to increase the number of runs.

Expenses:

Town Clerk - Conferences and Meetings is over due to training for Sue and Elaine. Jeff asked about the upcoming elections and how the budget stood. Denise feels it will be fine, though it will be close. There is a \$750 charge, making the audit line over, to do an audit of Grace's books as of her retirement on June 30, 2012. This is to give a good accounting starting point for Carol and ending for Grace. Two reports will appear in the Town Report for 2012, one for the first half of the year and one for the second.

Property Assessing- is way over. Not certain if there will be enough in the capital reserve to cover it. There are five cases in BTLA and 1 in Superior Court. When the final tax bill comes out, Abatement Forms will be available and due March 1, 2013. Robin explained that the assessing company will continue to handle the abatement work for the assessments they have done, then she went on to describe some of Michelle's duties.

Legal: balance \$4,665.56.

Fire Alarm Testing- scheduled and will cost approximately \$700.

Police Department- Part-time – short one officer, Brian Larmarre is working 30 hours per week; Medicare and social security taken from pay.

Training & Development: Mark Santos has been reimbursed for expenses for Child Advocacy training.

Fire Department: One large vehicle was sent out for a brake job and the building repairs line item is over just a little.

Dispatch Services: short one part-time position, this has caused some overtime. The job is posted.

Street Lighting: May have to turn some lights back on (lower Main Street) too dark making it a safety issue. PSNH has not processed the paperwork yet. There should be a credit in October for September's billing. There will be more information available at the next meeting.

Welfare: Robin handles the Welfare Administration and determines how they assist and educate the clients about the other agencies available to them.

Moose Tours: Bob Demers asked if this bus could be used for Oxford Casino trips; it will be considered.

Buildings: Fur, Feather and Fin building- removal of asbestos was extremely expensive. A controlled burn, for training purposes will be done October 20, 2012.

Other Improvements: Community Action requested \$5,000 for the Juvenile Diversion program that is no longer in existence. The town will not be paying said amount.

Home Health: keeps people in homes and out of Nursing Homes.

Dave Graham asked about the monies allotted to agencies that have not requested yet. Denise stated they pay out in June and December, after taxes have been collected. Jeff asked about the possibility of tax bills going out late, does this mean they could possibly be sent out into the new year. Denise stated that she hoped the latest will be the second week of November.

Lisa Kardell asked about the dredging and homes affected. Robin stated one property has a tax lien; this expedites payment to the town. The other properties involved are fine. River bank stabilization was done. Denise stated they have signed agreements and the Town will be reimbursed 75% by the Feds and 25% by the individual property owners.

Old Business: Committee Vacancies – There was a general discussion and it was determined historically there have been eleven members on the board. There weren't any inquiries from the newspaper ad; Terry asked if they could review votes, from Town Meeting, to determine who to approach. Jeff suggested another ad.

- a.) Update on town wide revaluation – Glen asked if the assessment values will be accepted by the Selectmen and Robin stated they have already been presented by KRT and accepted by the Board.
- b.) Electric Street Lighting – see above
- c.) Uncollected Taxes- there is a \$35 million shortfall in the assessed value of property; due to a drop in valuations. A general discussion followed.

New Business – Sharon Amero submitted her letter of resignation, effective November 1, 2012. There was a general discussion concerning filling the position. Robin thinks she may have a part-time clerk who might be interested.

Meeting Dates: December 11, 18, 2012 and January 15, 17, 22 and 24, 2013. The Public Hearing for the Budget will be on Tuesday, February 12, 2013 (February 15 is the last legal day). Town Meeting is scheduled for Tuesday, March 12, 2013. A schedule will be sent along with a draft of this meeting's minutes.

Adjournment: Motion made by Bob Demers, second by Terry Rhoderick; all were in favor. Meeting adjourned at 7:46 pm.

Respectfully submitted,
Sharon Amero