

BUDGET COMMITTEE MEETING

Meeting Specifics

Date: 7/26/07
Time: 7:00-9:30 PM
Location: Londonderry, NH Town Hall, Moose Hill Conference Room
Purpose: Monthly Budget Committee Meeting
Minutes Recorder: T. Dolan
Draft
Final

1. Attendees

An 'x' indicates present.

x	Name	Role or Organization	Contact Information
x	T. Freda	Chair	bctf79@aol.com
x	S. O'Keefe	V. Chair	mokeefe12@verizon.net
x	T. Dolan	Secretary	katom@aol.com
x	M. Brown	Member	MikeBrown@Kronos.com
x	J. Hooley	Member	James.J.Hooley@usps.gov
x	J. Robinson	Member	John.Robinson.nh@verizon.net
x	M. Toth	Member	mtothnh@yahoo.com
x	K. Wagner	Town Council Liaison	kathy@imageability.com
x	B. Bever	School Board Liaison	dbever@londonderry.org

2. Minutes

- **Discussion with School Board Liaison regarding school enrollment, building space needs, facility utilization, redistricting options, and state ed funding with Dan Bever, Ron Campo, Nate Greenberg and Peter Curro.**
- **The Committee reviewed a table of tax rates and assessments. These are to be placed on the town website after review for spreadsheet integrity by town staff.**
- **The Committee reviewed a table of School emoyment and employee trends.**
- **CIP Projects update from M. Toth**
 - **The last meeting focused on a discussion of children per new home. A wide disparity was evident from .8 estimate to 1.8 actual in new home developments. Continued work needed in this area.**
- **A question from the Chair was asked about the Committee's appetite for a joint meeting to be held in August '07. While the Committee decided that another joint meeting was not necessary at this time they did recognize that it was their turn to host the next one.**
- **Volunteers are needed to work on projects to be discussed at the next meeting. The Chair would like the members to consider on what project(s) they would like to work.**
- **Dave Caron and Sue Hickey spoke to the issue of long term debt for the town. A presentation was made with several options going forward.**

BUDGET COMMITTEE MEETING

- ***A question was raised re: who had the authority to select the venue of the town meeting and school deliberative sessions.***
- ***Approved Budcom meeting minutes of 5/24/07.***
 - ***Discussion ensued on the committee's desire to record enhanced minutes that would include how each individual Committee member voted on each vote. T. Dolan stated he would prefer to participate in the meetings rather than spending more time on admin tasks. (provided minutes would be IAW RSA91A.) He offered to publish the recorded votes as part of the minutes if recorded by others and sent to him. M. Brown offered to collaborate with T. Dolan to accomplish the desired minutes. The committee chair indicated a preference for one person to handle all the admin tasks. Accordingly, T. Dolan offered his resignation as Secretary and J. Hooley was selected to assume the Secretarial role.***

Next mtg:

- ***8/23/07 Town Hall, Moose Hill Conference Room***

Reference

91-A:2 Meetings Open to Public. –

II. All public proceedings shall be open to the public, and all persons shall be permitted to attend any meetings of those bodies or agencies. Except for town meetings, school district meetings and elections, no vote while in open session may be taken by secret ballot. Any person shall be permitted to use recording devices, including, but not limited to, tape recorders, cameras and videotape equipment, at such meetings. Minutes of all such meetings, including names of members, persons appearing before the bodies or agencies, and a brief description of the subject matter discussed and final decisions, shall be promptly recorded and open to public inspection within 144 hours of the public meeting, except as provided in RSA 91-A:6, and shall be treated as permanent records of any body or agency, or any subordinate body thereof, without exception.

BUDGET COMMITTEE MEETING

LONDONDERRY BUDGET COMMITTEE Minutes of the Meeting of July 26, 2007

The regular meeting of the Budget Committee was held in the Moose Hill Council Chambers, Town Hall, 268B Mammoth Road, Londonderry.

Committee Members Present: Tom Freda, Chairman, Sean O'Keefe, Vice Chairman, Mike Brown, Mike Toth, John Robinson, Jay Hooley, (Elected Secretary during Meeting), Tom Dolan, Secretary (Resigned during Meeting).

Other Officials Present: Dan Bever, School Board Liaison, Ron Campo, School Board Chairman, David Caron, Town Manager, Sue Hickey, Finance, Asst. Town Manager for Finance, Nate Greenberg, Superintendent, Peter Curro, School Business Administrator and Kathy Wagner, Town Council Liaison.

I. CALL TO ORDER : The meeting was called to order by Tom Freda.

II. PUBLIC HEARING

A. No questions or comments from the Town Council Liaison.

B. Nate Greenberg began with a presentation concerning space needs and plans for removal and replacement of modular classrooms at South School and proposed \$5.5 million dollar CIP bond issue on upcoming March warrant. Discussion with Dan Bever, Ron Campo, Nate Greenberg and Peter Curro on enrollment estimates, alternative plans if voters to not pass \$5.5 million dollar renovations. Budget Committee members questions concerned cost of architect fees, future enrollment needs and whether alternatives other than either do no replacement or \$5.5 million dollar replacement. School officials stated that they did look into replacing the current classrooms with new modular rooms but that it was not financially feasible. Budget Committee members requested financial information related to use of modular classroom which the School Officials agreed they would provide. Public Comment then ended.

III. ACTION ITEMS

A. Budget Committee then reviewed a spread sheet which will eventually be posted on the Budget Committee Website to assist taxpayers and voters in viewing real estate tax costs increases over the years. It was agreed to submit the spread sheet to Sue Hickey for review before posting.

B. Budget Committee then reviewed a spread sheet dealing with School Budget enrollment figures, budget amounts, employee counts and state aid figures from FY01 thru FY08. The School members present were asked to provide the Budget Committee with employee information and they agreed to do so.

IV. ACTION ITEMS

Tom Freda asked the members to volunteer to work on the various reports the Committee will prepare for this years budget. Reports include Budget Committee White Paper, and other spread sheets to aid taxpayers.

BUDGET COMMITTEE MEETING

Discussion on when to hold next joint Town Council, School Board and Budget Committee meeting. It is understood that it is Budget Committee's turn to host, but members agreed that August would not be advantageous as there has only been a short time since the last meeting in June. Agreed to discuss further at next meeting in August.

V. NEW BUSINESS

None.

VI. OTHER BUSINESS

Liaison Reports – School Board – Presented by Jay Hooley.

Briefly discussed matters that the School officials previously discussed.

Liaison Reports – Town Council – None .

Liaison Reports – CIP Board – Presented by Mike Toth

Briefly discussed CIP meeting dealing with open space bond. CIP discussion centered around multiplier to be utilized to factor school children per new home; current usage is .81 and proposals to use 1.8.

Other Reports:

Dave Caron and Sue Hickey presented a report on the long-term debt for the town and the various methods the Town may choose relative to bonding and repayments of debt.

VII. APPROVAL OF MINUTES

Motion by Sean O'Keefe to approve the Minutes of the Meeting of May 24, 2007, seconded by Jay Hooley. Tom Freda noted that the minutes did not reflect the record of the votes taken by member, as previously agreed to at the first meeting of the Budget Committee this year. A discussion followed in which it was agreed to accept the minutes as is and follow the procedure of recording individual votes going forward.

The vote on the motion was as follows:

Member	For	Against	Abstain	Absent
Tom Freda, Chairman	X			
Sean O'Keefe, Vice Chairman	X			
Mike Brown	X			
Tom Dolan, Secretary	X			
Mike Toth	X			
Jay Hooley	X			
John Robinson			X	
Totals	6	0	1	0

Tom Dolan, stated that he intentionally left out the individual record of how members voted because he did not believe the RSA's required it and that he has provided comprehensive information in the minutes that the RSA's required, further noting "I'm not going to become

BUDGET COMMITTEE MEETING

Margo”. Mike Toth questioned Tom Dolan on his stance indicating that he recalled Tom Dolan voted against the proposal to record individual votes at the beginning of the year. Tom Dolan then stated that if another individual would record the votes, he would include them on the minutes he prepared. A discussion on that possibility followed. John Robinson suggested taking a roll call vote on each Motion. Mike Brown indicated that the Charter allows the Committee to have votes to be individually recorded, despite the RSA. Mike Brown volunteered to take over as Secretary and/or agreed to record the individual votes and forward them to Tom Dolan. After further discussion, it was agreed that Tom Dolan would resign as Secretary. Jay Hooley was nominated by Mike Toth, for Secretary, seconded by Sean O’Keefe. The vote on the motion was as follows:

Member	For	Against	Abstain	Absent
Tom Freda, Chairman	X			
Sean O’Keefe, Vice Chairman	X			
Mike Brown	X			
Tom Dolan	X			
Mike Toth	X			
Jay Hooley			X	
John Robinson	X			
Totals	6	0	1	0

VIII. ADJOURNMENT

There being no other business, Mike Toth made a motion to adjourn, seconded by Sean O’Keefe. The vote on the motion was as follows:

Member	For	Against	Abstain	Absent
Tom Freda, Chairman	X			
Sean O’Keefe, Vice Chairman	X			
Mike Brown	X			
Tom Dolan	X			
Mike Toth	X			
Jay Hooley, Secretary	X			
John Robinson	X			
Totals	7	0	0	0

IX. UPCOMING MEETING SCHEDULE:

- A. Budget Committee Meeting **August 23, 2007 – 7:00 PM**
- B. Budget Committee Meeting **September 27, 2007 – 7:00 PM**
- C. Budget Committee Meeting **October 25, 2007 – 7:00 PM**

X. RECORD OF MEETINGS HELD:

- 1. Organizational Meeting **March 22, 2007 – 7:00 PM**
- 2. Second Meeting, **April 19, 2007 – 7:00 PM**
- 3. Third Meeting, **May 24, 2007 – 7:00 PM**
- 4. Fourth Meeting - Joint Meeting of the Town Council, School Board and BC, **June 12, 2007**
- 5. Fifth Meeting, **July 26, 2007 – 7:00 PM**

RSA: 91-A:2 Meetings Open to Public. –

II. All public proceedings shall be open to the public, and all persons shall be permitted to attend any meetings of those bodies or agencies. Except for town meetings, school district meetings and elections, no vote while in open session may be taken by secret ballot. Any person shall be permitted to use recording devices, including, but not limited to, tape recorders, cameras and videotape equipment, at such meetings. Minutes of all such meetings, including names of members, persons appearing before the bodies or agencies, and a brief description of the subject matter discussed and final decisions, shall be promptly recorded and open to public inspection within 144 hours of the public meeting, except as provided in RSA 91-A:6, and shall be treated as permanent records of any body or agency, or any subordinate body thereof, without exception.
