

<p>Londonderry Budget Committee Minutes April 28, 2011</p>

The Budget Committee meeting was held in the Moose Hill Conference Room, Town Hall, 268 Mammoth Road, Londonderry, NH 03053.

Committee Members present: Todd Joncas (Chair), Rich Dillon (vice-chair), Lisa Whittemore (secretary), John Curran, Dan Lekas, Chris Melcher and Tom Dalton.

7:00 PM **I. Call to Order**

Meeting called to order by Chair Todd Joncas.

II. Public Comment

None

III. Committee Business

A. Approval of Minutes for the March 12, 2011 meeting

Amendments: Lisa Whittemore noted that the March 12 meeting was called to order at 12:35pm.

On a motion by Whittemore, second by Dillon, committee voted 7-0 to accept the minutes as amended.

Member	For	Against	Abstain	Absent
Todd Joncas	X			
Rich Dillon	X			
Lisa Whittemore	X			
John Curran	X			
Dan Lekas	X			
Chris Melcher	X			
Tom Dalton	X			

Motion passed 7-0-0

B. Liaison Reports

Open Space Task Force: Lisa Whittemore reported that the results of the Open Space Task Force town survey are now available online. The task force will hold a meeting on Wednesday, May 25, 7pm at Moose Hill Conference Room, Town Hall.

Fire Dispatch Center, Town Council: Rich Dillon noted that on Monday, May 2, the town council will be discussing the future dispatch service for the Londonderry fire department and encouraged the committee to become informed on this critical issue

School District: Todd Joncas reported on the April 19 meeting of the school district, noting that income is tracking to the positive around \$90,000 above projections. Savings are approximately \$80,000 and expenditures are running about \$10,000 below expected. Special education and health/dental costs are running a bit higher than anticipated while significant gains were realized due to energy savings.

Over the summer months, the district will utilize the Maintenance Trust Fund to install the sprinkler system at Matthew Thornton Elementary School. Todd noted that the trust fund allows the maintenance schedule to move forward without undue pressure placed on local taxpayers.

C. Determine date of next meeting

Todd noted that the summer months provide the committee with a light schedule and recommended that we schedule the next meeting on the fourth Thursday of August.

The Budget Committee will meet on August 25, 7pm at MHCR.

If additional meetings are deemed to be necessary in the interim, they will be scheduled with attention to timely public notice.

IV. Old Business

None

V. New Business

A. Strategic Plan for Budget Process

Todd initiated discussion of the committee's strategy for the upcoming budget process. He reviewed the basic calendar for new members, stating that the initial proposed budgets from both school district and the town become available to the committee during November.

At that time, budget committee attends all budget workshops and has the opportunity to question and recommend changes to both town council and school board.

Public hearings are held November through January; department heads and program directors come before the community to present their budgets for both school and town. Budget committee will attend and have the opportunity to question the proposals.

Rich commented that the Pareto approach of paying close attention to large money items is effective, but noted that often the community will focus on smaller dollar items that have significance, ie the cable studio and fire safety equipment.

The chair reviewed the charter of the budget committee for new members.

Public Involvement: Todd emphasized that early in the process – during the workshops and public hearings -- is when taxpayers have the best chance to affect change.

The committee suggested the Chairman appear on local cable television to inform the public and encourage early participation in the formation of the operating budget for town and school district.

Todd noted that the school district and the town worked assiduously this past year to ensure a level tax rate; it was a difficult process. There was an interest in having the budget committee offer recommendations (such as the funding for local services that was agreed to by the town council this past year).

August agenda: After discussion of the complexity of the budget documents, Lisa suggested that we utilize part of the August meeting to review the current budget documents as an overview for new members. Todd noted that this will allow us to isolate the areas of the budget that are available for change, and understand what areas are legal obligations.

B. Condensed Schedule

Todd and Rich discussed the schedule for budget review process in place, and compared it to prior years. Concern was expressed that these complex budget documents are delivered very shortly before the committee is expected to participate. Members may have difficulty feeling fully prepared due to late delivery of the initial proposed budget documents.

It was the consensus of the committee that Chairman Todd Joncas address the issue of timely delivery of initial budget documents in letters to the school district and the town.

C. Liaison Assignments

Todd reviewed liaison assignments and confirmed the following:

Town Council: John Curran – Todd Joncas, Alt.

School Board: Todd Joncas – Lisa Whittemore, Alt.

CIP: Chris Melcher – Lisa Whittemore, Alt.

On a motion by Joncas/Dillon, the committee voted Lisa Whittemore as liaison to the Master Plan Study Committee.

Member	For	Against	Abstain	Absent
Todd Joncas	X			
Rich Dillon	X			
Lisa Whittemore			X	
John Curran	X			
Dan Lekas	X			
Chris Melcher	X			
Tom Dalton	X			

Motion passed 6-0-1.

On a motion by Whittemore/Dillon, committee voted Dan Lekas as Alternate to the Master Plan Study Committee.

Member	For	Against	Abstain	Absent
Todd Joncas	X			
Rich Dillon	X			
Lisa Whittemore	X			
John Curran	X			
Dan Lekas			X	
Chris Melcher	X			
Tom Dalton	X			

Motion passed 6-0-1.

With a motion by Whittemore/Melcher, committee approved Tom Dalton as liaison to the Planning Board and Rich Dillon as Alternate.

VI: Adjournment

On a motion by Dalton/Dillon the committee voted to adjourn.

Member	For	Against	Abstain	Absent
Todd Joncas	X			
Rich Dillon	X			
Lisa Whittemore	X			
John Curran	X			
Dan Lekas	X			
Chris Melcher	X			
Tom Dalton	X			

Motion to adjourn passed 7-0-0.

The committee adjourned at 8:18pm.

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.