

Draft

Londonderry Budget Committee (draft) Minutes April 22, 2010

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

Committee Members present: Mark Oswald, Donald Jorgensen, Richard Dillon, and John Curran, Lisa Whittemore, Dan Lekas.

Members absent: Todd Joncas,

7:00 PM I. Call to Order

The meeting was called to order by Chairman Donald Jorgenson at 7:04pm

Pledge of Allegiance was led by Rich Dillon

II. Public Comment

None

III. Committee Business

A. Approval of March 9, 2010 minutes

Minutes of the Meeting for March 9, 2010, were reviewed by the Committee. Don Jorgensen called for a motion to approve the minutes. Mark Oswald made the motion, seconded by Richard Dillon. The vote on the motion was as follows:

Member	For	Against	Abstain	Absent
Mark Oswald	X			
Don Jorgensen	X			
Todd Joncas				X
Richard Dillon	X			
John Curran				X
Lisa Whittemore			X	
Dan Lekas			X	

Motion passed 3-0-2

B. Budget Committee Liason positions

1. Chairman Don Jorgensen announced that the Town Council Liason for 2012 Budget Season would be Tom Dolan.

2. Chairman Don Jorgensen also announced that the Town Manager's office Liason for the 2012 Budget Season will be Sue Hickey.

C. Selection of Budget Committee members to Other Boards

1. Selection of CIP Delegate

Marc Oswald gave a brief overview of the CIP and the reason for creation. He explained to the committee that it was a committee created years back to control capital investment planning where the town could plan out 6-7 years ahead and is comprised of members from the School Board, Town Council, Budget Committee, Planning Board, and Finance Department. The CIP Committee starts their planning in May and continues through October, with a formal presentation in September.

Some of the major issues that would need to be addressed are:

Town - Roads and Sewer (over 180 miles of roads in the town covering 42 square miles)

Mark Oswald suggested we receive a review of the road plans due to its expense and complexity with Janusz Czyzowski, Director of Public Works, before the CIP meeting. School - School Admin offices for the SAU will eventually be replaced

A motion was made by Mark Oswald and 2nd by Rich Dillon to nominate John Curran as delegate to CIP and Lisa Whitemore as alternate. The vote to motion was as follows:

Member	For	Against	Abstain	Absent
Mark Oswald	X			
Don Jorgensen	X			
Todd Joncas				X
Richard Dillon	X			
John Curran			X	
Lisa Whitemore			X	

Motion passed 3-0-2-1

2. Selection of School Board Delegate

Although Todd Joncas was unable to attend the BUDCOM meeting, he expressed interest in continuing to represent the Budget Committee at the School Board Meetings.

A motion was made by Rich Dillon and second by Don Jorgensen to nominate Todd Joncas as Delegate of Budget Committee to School Board and Dan Lekas and Lisa Whittemore as alternates. The vote to motion was as follows:

Members	For	Against	Abstain	Absent
Mark Oswald	X			
Don Jorgensen	X			
Todd Joncas				X
Richard Dillon	X			
John Curran	X			
Lisa Whittemore			X	
Dan Lekas			X	

Motion passed 4-0-2

3. Selection of Town Council Delegate

A motion was made by Mark Oswald and second by Lisa Whittemore to nominate Don Jorgensen as BUDCOM representative to the Town Council and Richard Dillon as alternate. The vote to motion was as follows:

Members	For	Against	Abstain	Absent
Mark Oswald	X			
Don Jorgensen			X	
Todd Joncas				X
Richard Dillon			X	
John Curran	X			
Lisa Whittemore	X			
Dan Lekas	X			

Motion Passed 4-0-2

IV. NEW BUSINESS

Discussion of the Budget schedule for 2012 Season – May 27th
Development of the budget begins heavily in August. Todd brought up requesting a budget summary from both the school and town sides using a top down approach as last year. Interest could be concentrated on the most expensive pieces to the budget and worked down.

Dave Caron will be giving a presentation to the Town Council on the 17th.
There is no schedule for the School Board at this point. Mark Oswald stated that there is talk of a flat budget for the School Board this year.
Rich Dillon suggested we give a full explanation of a default budget for the new members of the committee.
Don Jorgensen and Mark Oswald explained that a default budget is what we are spending now, plus any unavoidable contractual increases.

A. Discussion on the Budget Review Plan.

Committee discussed getting ongoing updates of spending from the Town, using a Pareto chart approach.

Request was made to have Peter Curro give the same updates on spending from the School side.

Request was made by Rich Dillon for a detailed update on the spending of the maintenance trust funds that were voted in under both town and school sides.

Request was made for more information on the competitive bid process.

B. Goals for 2012 Budget Season

Mark Oswald stated he would like to see us pursue part time jobs / job sharing approach to staffing positions in the town. Mr. Oswald stated that the Londonderry School district has approximately 1000 employees, of which half are part time employees. This helps with costs due to savings from not paying out benefits. A consensus of the members would like to see a review the job necessity of Full Time employment in other departments

Mark Oswald also requested that we take a look at the feasibility of reduced days at both the library and Town Hall to see what kind of cost savings that may bring to the town's budget. Don Jorgensen suggested that a traffic study of the library be done to see its' activity.

John Curran requested that we learn more about Grants and to find out if there is someone directly responsible for the research of available grants. In the same regard, we would like to see what the town/school has applied for and the success rate of what they have applied for.

V. OLD BUSINESS

None

VI. ADJOURNMENT

A. A motion was made by Lisa Whittemore at 20:40 PM to adjourn the meeting, second by Richard Dillon. The vote on the motion was as follows.

Members	For	Against	Abstain	Absent
Mark Oswald	X			
Don Jorgensen	X			
Todd Joncas				X
Richard Dillon	X			
John Curran	X			
Lisa Whittemore	X			
Dan Lekas	X			

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.