

MOULTONBOROUGH ADVISORY BUDGET COMMITTEE
Meeting Minutes
Tuesday, April 12, 2011

Present: Jean Beadle, Barbara Sheppard, Russ Wakefield, Alan Ballard
Absent: Kathy Garry, Ed Marudzinski (both by prior notice)
Public: Jim Morrison

Chairperson Jean Beadle called the meeting to order at 8:33 A.M. in the Ernest Davis Room in the Moultonborough Town Hall.

The meeting began with a discussion of the March 28, 2011 minutes which Russ stated contained statements that he did not say. Both Jean and Alan were firm that the minutes were a true and accurate record of the meeting. A motion was made by Alan and seconded by Jean to approve the minutes as written. Barbara Sheppard indicated she had not reviewed the minutes prior to the meeting and therefore could not comment. After much discussion, it was agreed to delay approval of the minutes until the next meeting to allow all parties that were present at the March 28 meeting an opportunity to provide input. In the meantime, Russ will email the specific points that he would like changed.

Carter Terenzini joined the meeting and reviewed the ABC Report Card to the BOS which will be discussed more fully at the April 28 BOS work session at which the ABC will be in attendance. Carter will have a checklist of the projects that were completed and an update on those to be done.

He began by discussing the project for converting to a June 30 FYE. There has already been work done by both the ABC and Carter along with his staff. The advantages and disadvantages of a June fiscal date were reviewed along with various funding methodologies. A possible time line was discussed beginning with an initial presentation at the 2012 Town Meeting with projected implementation in 2013-2014. Russ stated that it was the BOS plan to not have any major funding requirements in the next several years but that something in 2014 should not be a problem.

The next topic Carter brought up was the planned work flow analysis studies previously approved by the BOS scheduled covering various town departments. This prompted a response from Russ who expressed a concern that there must be a definition of the evaluation and the process and was reminded that just such a preliminary outline was part of the program as originally proposed. Russ expressed his opinion that the department heads should undertake such a review on their own. There was agreement that any such analysis must not in any way disturb or interfere with the daily function of the department being reviewed.

The final subject Carter mentioned and related to the ABC recommendation for a comprehensive reserve analysis concerned an analysis of all the town capital and trust funds in order to recommend to the BOS what would be appropriate levels of annual appropriations. Included in the recommendations would be possible ceilings and floors for each account. There are various accounts, some of which do not appear in the list of funds managed by the Trustees of the Trust Funds, which it was felt should be reviewed to determine if they are being appropriately utilized. Carter suggested that there are probably six or so of these accounts that need to be examined. The committee agreed to move ahead on this project.

Final approval of the ABC's wrap up letter was given and Jean will distribute it to the various town entities, Town, Library, and School.

A date for the next meeting will be set after Jean canvasses all members for a time that will allow participation by all committee members.

A motion to adjourn was made by Alan, seconded by Jean, and approved unanimously at 10:10 A.M.

Respectively submitted,

Alan Ballard
ABC Member
April 18, 2011