

Budget Committee
January 7, 2019
Meeting Minutes

Present:

Chair-Rob Glassett, Dave Carr, Selectmen's Representative-Les Dion, Janet Cavanagh, John Sellers, Betsy Schneider, Paul Simard, Shaun Lagueux. Scott Sanschagrin arrived at 6:53 PM.

Absent: Eric Rouille, Bob Emerson, and Joe Caristi

Others Present: Town Administrator, Nik Coates; Finance Director, Bob Blanchette; Raymah Simpson, Town Clerk/Tax Collector; Christina Goodwin, Land Use/Assessing; Don Milbrand, Selectman; Police Chief James McIntire

Call to Order:

Committee Chair Rob Glassett called the meeting to order at 6:30 PM.

Review and Approval of Minutes:

Mr. Glassett asked the committee to review the minutes from the December 10, 2018 meeting. Les Dion made a motion to accept the minutes of December 10, 2018 as written, seconded by Ms. Cavanagh. The committee voted **5 in favor – 3 abstained – 0 opposed, motion passed.**

Correspondence: None

Old Business:

It was brought up that member, Eric Rouille has not been attending meetings regularly. The By-Laws state that if a member misses three consecutive meetings the Board can vote to have the member contacted. Mr. Glassett said he will reach out to Mr. Rouille and ask him what his intentions are and if he is not intending to attend the next meeting, then Mr. Glassett will request Mr. Rouille's resignation.

New Business: Budget Sections

Group 4197, Regional Associations: Mr. Simard motioned to move Group 4197, Regional Association's bottom line of \$12,227. Mr. Legueux seconded. Mr. Simard motioned to decrease the 2019 Group 4197 budget of \$12,227 to \$10,227, reduction coming from line 4197-837 (Newfound Lake Region) to be reduced from \$4,000 to \$2,000. Discussion followed regarding this motion. The Committee voted **5 in favor – 1 abstained – 3 opposed, motion passed.**

Mr. Sellers motioned to reduce the line 4197-836 (Pasquaney Garden Club) from \$2,000 to \$1,620. Mr. Simard seconded. Discussion followed regarding this motion. The Committee voted **4 in favor – 5 opposed, motion failed.** Ms. Schneider motioned to reduce the line 4197-836 (Pasquaney Garden Club) from \$2,000 to \$1,820. Seconded by Paul Simard. Discussion followed regarding this motion. The Committee voted **5 in favor – 5 opposed, motion failed.**

Mr. Glassett asked that all in favor of decreasing the overall Group 4197 budget of \$12,227 to \$10,227 please signify by raising their hands. The Committee voted **5 in favor – 5 opposed, motion failed.** Mr.

Simard motioned to reconsider. Seconded by Mr. Sellers. The Committee voted **5 in favor – 5 opposed, motion failed.**

Group 4130, Executive: Mr. Legueux motioned to move Group 4130, Executive bottom line of \$189,129. Mr. Simard seconded. Mr. Sellers motioned to decrease the line 4130-130 (Selectmen) from \$16,000 to \$8,000. Mr. Simard seconded. Discussion regarding the motion ensued. The Committee voted **2 in favor – 2 abstained – 6 opposed, motion failed.**

Mr. Sellers motioned to decrease the line 4130-610 (Budget Committee Expenses) from \$250 to \$125. Mr. Lagueux seconded. Discussion regarding the motion ensued. The Committee voted **7 in favor – 1 abstained – 2 opposed, motion passed.**

Mr. Sellers motioned to decrease the line 4130-625 (Postage) from \$3,000 to \$2,500. Ms. Schneider seconded. Discussion regarding the motion ensued. The Committee voted **6 in favor – 7 opposed, motion failed.**

Mr. Sellers motioned to decrease the line 4130-690 (Selectmen's Expenses) from \$1,500 to \$500. Ms. Schneider seconded. Discussion regarding the motion ensued. The Committee voted **4 in favor – 6 opposed, motion failed.**

Mr. Simard asked Mr. Coates what line 4130-690 (New Equipment) includes. Mr. Coates replied six Surface Pro tablets for the Selectmen and the Town Administrator, in order to go paperless.

Mr. Sellers motioned to decrease the line 4130-690 (Selectmen's Expenses) from \$1,500 to \$600. Mr. Simard seconded. Discussion regarding the motion ensued. The Committee voted **4 in favor – 6 opposed, motion failed.** Further discussion followed.

Mr. Sellers motioned to decrease the line 4130-690 (Selectmen's Expenses) from \$1,500 to \$700. Mr. Simard seconded. The Committee voted **4 in favor – 6 opposed, motion failed.**

Mr. Sellers motioned to decrease the line 4130-690 (Selectmen's Expenses) from \$1,500 to \$750. Mr. Simard seconded. The Committee voted **4 in favor – 6 opposed, motion failed.**

Mr. Lagueux motioned to move Group 4130, Executive amended bottom line of \$189,104, reduction of \$125 coming from line 4130-610 (Budget Committee Expenses) being reduced from \$250 to \$125. Seconded by Ms. Dion. **6 in favor – 3 opposed, motion passed.**

Mr. Sellers left the meeting before voting, Mr. Simard left after voting, and Ms. Schneider resigned and left after voting.

Group 4140, ERV (Election, Registration, Voting): Mr. Lagueux motioned to move Group 4140, ERV bottom line of \$75,282. Ms. Dion seconded. Raymah Simpson, Town Clerk requested that \$135 be added to line 4140-550 (Advertising) to convey information she recently received. Mr. Lagueux motioned to increase the line 4140-550 from \$325 to \$460. Ms. Dion seconded. The Committee voted **6 in favor – 1 opposed, motion passed.**

Mr. Lagueux motioned to move Group 4140, ERV amended bottom line of \$75,415, addition of \$135 to line 4150-550 (Advertising) being increased from \$325 to \$460. Seconded by Ms. Dion. **6 in favor – 1 opposed, motion passed.** Discussion regarding the motion followed.

Group 4150, Financial Admin./Tax Collector: Mr. Lagueux motioned to move Group 4150, Financial Admin./Tax Collector bottom line of \$175,699. Seconded by Mr. Sanschagrín. No discussion took place. **6 in favor – 1 opposed, motion passed.**

Group 4152, Property Reappraisal: Mr. Sanschagrín motioned to move Group 4152, Property Reappraisal bottom line of \$104,474. Seconded by Ms. Dion. Discussion ensued. **5 in favor – 2 abstained – 0 opposed, motion passed.**

Group 4153, Legal: Ms. Dion motioned to move Group 4153, Legal bottom line of \$104,474. Seconded by Ms. Cavanagh. Discussion ensued. **6 in favor – 1 opposed, motion passed.**

Group 4155, Personnel Administration: Ms. Dion motioned to move Group 4155, Personnel Administration bottom line of \$570,663. Seconded by Ms. Cavanagh. Discussion ensued. Mr. Lagueux motioned to reduce line 4155-210, Health Insurance by \$16,693 from \$444,987 to \$428,294 per Mr. Blanchette, Finance Director. The Committee voted **7 in favor – 0 opposed, motion passed.**

Motion on the floor to move Group 4155, Personnel Administration amended bottom line of \$553,969. Reduction of \$16,693 coming from line 4155-210 (Health Insurance) being reduced from \$444,987 to \$428,294. No further discussion. The Committee voted **7 in favor – 0 opposed, motion passed.**

Group 4191, Planning Board: Mr. Lagueux motioned to move Group 4191, Planning Board bottom line of \$14,684. Seconded by Ms. Cavanagh. Discussion on the Master Plan ensued. Mr. Lagueux motioned to reduce line 4191-730 (Master Plan) by \$2,500 from \$3,500 to \$1,000. Seconded by Ms. Cavanagh. Discussion followed regarding the CIP Committee budget. Mr. Lagueux motioned to reduce line 4191-812 (CIP Committee) by \$99 from \$100 to \$1. Seconded by Ms. Cavanagh. The Committee voted **6 in favor – 1 abstained – 0 opposed, motion passed.**

Motion on the floor to move Group 4191, Planning Board amended bottom line of \$12,085. Reduction of \$2,500 coming from line 4191-730 (Master Plan) being reduced from \$3,500 to \$1,000 and reduction of \$99 coming from line 4191-812 (CIP Committee) being reduced from \$100 to \$1. No further discussion. The Committee voted **7 in favor – 0 opposed, motion passed.**

Group 4197, Regional Associations: Mr. Sanschagrín motioned to reconsider Group 4197, Regional Associations. Ms. Cavanagh seconded. Discussion ensued. Mr. Lagueux motioned to reduce line 4197-837 (Newfound Lake Region) by \$2,000 from \$4,000 to \$2,000. Ms. Cavanagh seconded. Further discussion ensued. **4 in favor – 1 abstained – 1 opposed, motion passed.**

Motion on the floor to move Group 4197, Regional Associations amended bottom line of \$10,227, reduction of \$2,000 coming from line 4197-837 (Newfound Lake Region) being reduced from \$12,227 to \$10,227. No further discussion. The Committee voted **7 in favor – 0 opposed, motion passed.**

Group 4192, Zoning Board: Mr. Lagueux motioned to move Group 4192, Zoning Board bottom line of \$5,523. Seconded by Ms. Dion. Discussion with Christina Goodwin, Land Use/Assessing ensued. The Committee voted **7 in favor – 0 opposed, motion passed.**

Group 4193, Tax Map Update Fee: Mr. Sanschagrín motioned to move Group 4193, Tax Map Update Fee bottom line of \$10,550. Seconded by Ms. Cavanagh. Discussion with Christina Goodwin, Land Use/Assessing and Nik Coates, Town Administrator ensued. The Committee voted **5 in favor – 2 abstained - 0 opposed, motion passed.**

Group 4210, Police Department: Mr. Lagueux motioned to move Group 4210, Police Department bottom line of \$1,078,494. Seconded by Mr. Sanschagrín. Discussion with Police Chief McIntire and Nik Coates, Town Administrator ensued. The Committee voted **6 in favor – 1 opposed, motion passed.**

Group 4194, General Government Buildings: Ms. Dion motioned to move Group 4194, General Government Buildings bottom line of \$220,310. Seconded by Mr. Sanschagrín. Discussion with Nik Coates, Town Administrator ensued.

Mr. Glassett motioned to reduce line 4194-640 (Custodial Service) by \$2,000 from \$8,200 to \$6,200. Mr. Lagueux seconded. The Committee voted **5 in favor – 1 abstained – 1 opposed, motion passed.**

Mr. Glassett motioned to reduce line 4194-435 (Security System) by \$1,800 from \$4,500 to \$2,700. Mr. Lagueux seconded. The Committee voted **6 in favor – 1 opposed, motion passed.**

Ms. Cavanagh motioned to reduce line 4194-490 (Town Clock) by \$250 from \$750 to \$500. Mr. Sanschagrín seconded. Mr. Coates told the Board that \$750 is the new rate to maintain the clock and has not been increased for several years. Ms. Cavanaugh withdrew her motion and Mr. Sanschagrín withdrew his second.

Mr. Glassett motioned to reduce line 4194-432 (Safety Committee Repairs-JLMC) by \$499 from \$500 to \$1. Mr. Lagueux seconded. Discussion followed. The Committee voted **5 in favor – 2 opposed, motion passed.**

Motion on the floor to move Group 4194, General Government Buildings Regional amended bottom line of \$216,011, reduction of \$2,000 coming from line 4194-640 (Custodial Services), reduction of \$1,800 from line 4194-435 (Security System), and reduction of \$499 from line 4194-432 (Safety Committee Repairs-JLMC), with a total reduction of \$4,299 with Group 4194 being reduced from \$220,310 to \$216,011. No further discussion. The Committee voted **7 in favor – 0 opposed, motion passed.**

Group 4195, Town Cemeteries: Mr. Lagueux motioned to move Group 4195, Town Cemeteries bottom line of \$820. Seconded by Ms. Dion. Discussion ensued. **7 in favor – 0 opposed, motion passed.**

Group 4196, Insurance: Mr. Lagueux motioned to move Group 4196, Insurance bottom line of \$47,396. Seconded by Mr. Sanschagrín. Discussion ensued. **7 in favor – 0 opposed, motion passed.**

Group 4520, Recreation: Ms. Cavanagh motioned to move Group 4520, Recreation bottom line of \$103,803. Seconded by Mr. Glassett. Discussion ensued. **6 in favor – 1 abstained – 0 opposed, motion passed.**

Group 4521, Beaches: Mr. Sanschagrín motioned to move Group 4521, Beaches bottom line of \$26,884. Seconded by Ms. Dion. Discussion ensued. Mr. Glassett made motion to reduce line 4521-120 (Beach Attendants) by \$2,384, from \$17,384 to \$15,000. **5 in favor – 1 abstained – 1 opposed, motion passed.**

Due to not enough information being available because it wasn't on the schedule for tonight, Mr. Sanschagrín withdrew his motion to move Group 4521, Beaches and Ms. Dion withdrew her second. Mr. Glassett withdrew his motion to reduce line 4521-120 (Beach Attendants) and Ms. Dion withdrew her second. Mr. Coates told the Committee the Beach budget is scheduled for the next meeting.

Group 4522, Kelley Park: Mr. Lagueux motioned to move Group 4522, Kelley Park bottom line of \$29,225. Seconded by Ms. Cavanagh. Discussion ensued. **7 in favor – 0 opposed, motion passed.**

Summary of Bottom Lines:

Group 4130 Executive	189,004
Group 4140 Election, Registration, Voting	75,415
Group 4150 Financial Admin./Tax Collector	175,699
Group 4152 Property Reappraisal	104,474
Group 4155 Personnel Administration	553,969
Group 4191 Planning Board	12,085
Group 4192 Zoning Board	5,523
Group 4193 Tax Map Update	10,550
Group 4194 General Government	216,011
Group 4195 Cemeteries	820
Group 4196 Insurance	47,396
Group 4197 Regional Associations	10,227
Group 4210 Police Department	1,078,494
Group 4520 Recreation	103,803
Group 4522 Kelley Park	29,225

Member Comments:

Mr. Carr said that he would like the Committee to look closer at reducing the Health Insurance and Retirement lines in the future. He also feels that budget material should be received by the Committee in a timelier manner.

Mr. Lagueux said for the record he abstained from voting on the Contract Services line because he does supply forestry services and he abstained from voting on the Beach Group because his daughter was an employee there last year. He also requested that Mr. Coates address the downtown square parking problem with the Select Board.

Ms. Dion apologized for not acting professional earlier in the meeting. Further discussion on this topic followed and it was determined that the Budget Committee needs to continue the job they were elected to do.

Ms. Cavanagh said that Mr. Coates and Mr. Blanchette as well as the Department Heads have done a great job getting the Budget Committee information.

Select Board Comments:

Mr. Milbrand commended Mr. Glassett on his job of Budget Chairman this evening. He added that it is better to look at actual numbers, not percentages and to realize that revenues will cover the budget as proposed without raising taxes. The impact of warrant articles does still need to be taken into consideration. He apologized for the Selectmen not getting information to the Committee earlier.

Staff Comments:

Mr. Coates informed the Committee that he will be supplying them with a list of the 14 proposed warrant articles at the next Budget Committee Meeting. Discussion on the proposed warrant articles followed. He apologized for not getting information to the Committee earlier.

Adjournment:

Ms. Dion motioned to adjourn at 10:14 PM, seconded by Ms. Cavanagh the motion passed with all in favor.

Respectfully submitted,

Wendy Smith