

2014-01-20 Westmoreland Budget Committee meeting
Draft Minutes

BC in attendance: Michael Acerno (School Board Rep), Russ Austin (BOS rep), Susan Finnegan, Dawn Lincoln, Wes Staples (chair)

Meeting called to order by Wes at 9:15 AM.

Mike answered some questions from our last meeting.

1400 121 off sals - for employees of school who officiate (Henry Bailey)

capital reserve funds – tuition reimbursement and legal fees, lawyer says it is OK, school board little nervous about doing it but will do it if the BC wants them to, Dawn said that the school board can be named as the agent to spend the money

Wes says maybe keep it the same as it is since the school board's not really in favor, concurred

Mike – will have about \$160,000 surplus, more revenue than expected, school board has proposed town warrant articles to decide how to spend surplus or, if they fail, to return it to offset taxation

Wes then why is budget up 71,000 – mostly tuition, transportation and salary increases

2213 322 serv prog - get grants to pay for this line but have to do gross budgeting which is why line is budgeted and money rarely spent

5252 transfers - \$4044.60 is what they had in surplus

school board agreed with the cuts in our budget

Wes - total school population down but spending more money, do we need all the aides?

Mike spending is down here at our school, but more now at high school, think there are 3 aides and 2 are child specific

Russ most increase in high school tuitions and transportation

Wes up almost half a million in the last two years

Wes moves to accept school budget as presented. Mike second. Approved.

Susan asking more about \$160K surplus

Mike gave us a sheet from SAU with expected surplus details

Susan can any of this be applied to next year's budget?

Mike expendable trust (for special ed and tuition) balance \$136,853, state giving us 60 cents on the dollar for catastrophic aid, we pay first ~\$40K, then a formula for how much state will pay if out of district placement of about over 38K, want to get the balance up to about 200K

Susan so that you could borrow from it

Mike spend not borrow, would use it if the budget was going to go over during the year instead of going to the taxpayers to ask for more money, put in budget everything they already know and trust to use fund for unanticipated new expenses

Susan think budget is pretty tight overall but with tuitions you never know

school warrant articles

All warrant articles, excluding article 2, will come from unreserved fund balance, if any, remaining on hand at the end of the fiscal year, June 30, 2014 and be funded in order until the balance runs out.

Wes moves to recommend article 3 for \$15,000 into the capital reserve fund for the purpose of major renovation/reconstruction of school buildings and related costs, Susan 2nd. Approved.

Russ moved to recommend Article 4 for \$25,858 into the special education/high school tuition fund, Mike 2nd, approved.

Mike moved to recommend Article 5 for \$20,000 to be used to fund costs associated with the purchase and installation of security measures including an entry control system and security key system and related costs.

Susan is this best use of the money?

Mike - Kurt/Stuart have had police in to talk about what security measures would be good ideas. High school has lock down – can get in 1st door, secretary behind glass which is not really helpful, purpose is to try to slow down an intruder

Russ 2nd, approved.

Mike moved to recommend Article 6 for \$40,000, Russ seconded to fund costs associated with the construction of an additional storage room to be attached to the gymnasium and related costs. Approved.

Dawn moved to recommend Article 7 to establish a capital reserve fund for the purpose of legal fees and to appoint the school board as agents to expend from this fund. Susan 2nd. Approved.

Done with school budget. Total proposed school budget is \$3,594,360. This is up .8% over last year's budget.

Town budget

4130 general government 110 administrative assistant salary up from \$48,700 to \$52,923

Russ - book of comparative salaries shows \$54,000 for this job, suggested budget is pared down so beginning of year is at old rate, rest at \$54000; changed her title

Wes shouldn't matter what the neighbors are paying

Dawn love Jo Ann but this is a huge increase, almost 10%

Susan we don't want to lose her (which everyone agrees with)

432 IT service 500 is a new line – for maintenance on computers

680 equipment up for copier lease (\$67/month)

585 software \$2200 avatar assessing \$200 anti-virus so up to \$2400

Jotham Lord still waiting for trustees for the exact figure

Wes salary is OK, earns every nickel

Dawn too much of an increase at one time

Susan don't want to lose her but not many people see that kind of an increase, maybe do part this year and part next year

Wes moves to accept \$68,497 (plus Jotham Lord), Susan 2nd. Approved.

4140 election & registration

341 town clerk telephone down from 1200 to 850 since Jo Ann found a way to save \$ on the plan

809 town clerk workshops - Russ told us that the town clerk had requested \$2625 but BOS put in \$75 and requested 6500 in salary which they put at 5929, association convention

Mike moved \$27,494, Susan 2nd, approved.

4150 financial administration

130 tax collector salary wanted \$11500 but BOS gave \$10812

132 deputy tax collector salary \$1, Russ says we have to have one, so have to put \$ in line

585 software agreements up to 2700 for avatar for Cindi plus update to payroll package for Jo Ann

682 equipment down to zero, got new computer last year for 600

Russ - \$2600 requested for workshops for a convention, Cindi wrote "town is required to pay" on her request but BOS did not include, Russ is following up on this requirement, first time he remembers seeing a request like this

Wes moved \$38,443, Susan 2nd, approved.

4153 legal expenses

level at \$5000

Russ for all expenses of town including planning and zoning – may or may not need it, have one letter from dissatisfied resident threatening to take town to court so who knows

Dawn and gravel pit might be a lawsuit

Wes moved \$5000, Susan 2nd, approved.

4155 personnel administration

Russ 6.4% increase on health insurance – worst case scenario in budget but think it may change, haven't finished all salaries yet for fica/medicare so skipping for now

4191 planning and zoning

Dawn moved \$2600, Mike 2nd. Approved

4194 general government buildings

110 custodian salary up from 4670 to 4923

630 repairs and maintenance – BOS hasn't come up with a # yet, may paint walls, many small requests, \$1700 request to finish painting on school house
skip for now

4195 cemeteries

level funded \$12,000

Dawn moved \$12,000, Mike second, approved.

4196 insurance

worker's com up, property insurance down, liability down, contingency level 1000

Wes moved \$12,577, Susan 2nd, approved.

4210 police department

Russ – kept \$1000 in just in case

Susan moved \$1000, Russ 2nd, approved.

4215 ambulance

Russ asked Diluzio for a bid, they like 3 year contract, but Diluzio said they might not be able to cover us the first year so may have to keep Keene

Wes they are good and always come, don't think you'll do any better

up from 36545 to 39125 with Keene

skipping for now in case Diluzio comes in with a bid

4220 fire and rescue

110 fire chief salary increased from 1000 to 1500 (he did not request this)

Mike moved \$31,065, Russ 2nd, approved.

4240 building inspection
Wes moved \$1500, Mike 2nd, approved.

4290 emergency management
down from 2400 to 1900
Russ moved \$1900, Susan 2nd, approved.

4299 mutual aid
up from 18113
Russ don't have any choice, get the bill, pay for new fire station
Russ moved \$19,821, Susan 2nd, approved.

4311 highway administration
Russ haven't done this yet
120 temp wages were up, might get some back from FEMA
skipping

4312 highways and streets
440 hired equip – up \$300, spend zero in 2013 since they did not trim the sides of the roads
630 building repair and maintenance – encumbered funds for finishing building with Billy Hatt
paved London Rd, Mt Gilboa, River Rd North, Goodrum Crossing, Woodard, Owls Hill
up \$14000
Russ moved \$424,084, Mike 2nd, approved.

4316 street lighting
down to 3800 from 4000
Susan moved \$3800, Mike second, approved.

Sanitation - lots of holes, town researching using Keene instead

next meeting 1/24 at 9 AM

mtg adjourned 11:40 AM

Respectfully submitted,

Dawn Lincoln