

MINUTES
COUNCIL FINANCE COMMITTEE MEETING
TUESDAY, APRIL 17, 2007
7:00 P.M. – Municipal Building / Council Chamber A

1. Call to Order. Shawn Babine called the meeting to order at 7:10 p.m.
2. Attendance. Shawn Babine noted the following Finance Committee Members were present – Ronald Ahlquist, Richard Sullivan, and himself. Also, present – Ronald Owens, Town Manager; various municipal department administrators; and school administrators.
3. Minutes. Shawn Babine moved to accept the minutes of the April 3rd and the April 11th meetings, seconded by Ronald Ahlquist. Vote – 3-years.
4. Discussion & Action Items.

Municipal Operating Budget

Shawn Babine moved to approve the municipal gross budget of \$18,473,910 less revenues of (\$8,873,285) as presented by the Town Manager on March 21, 2007, seconded by Ronald Ahlquist.

Ronald Owens reviewed recommendations increasing revenues and expenditures by an offsetting \$207,000, which had a net zero affect to the budget. The recommendations were to increase the following revenues: Finance - Sewer Municipal Revenues \$150,000; Finance - Investment Interest \$7,000; Police - HIDTA Reimbursement \$20,000; Police - Special Police Revenue \$10,000; and, Planning - Building Permit Revenues \$20,000. Increase the following expenditures: Finance Contracted Services – Actuarial Study \$7,000; and, Special Senior Tax Relief Program \$200,000.

Motion by Ronald Ahlquist, seconded by Shawn Babine, moved to amend the motion and increase revenues a total of \$207,000 and increase expenditures a total of \$207,000, as recommended by the Manager.

There was a discussion regarding the proposed senior property tax relief program.
Vote on amendment – 3-years.

Municipal Budget as amended: Operating Expenditures \$18,480,910; Senior Property Tax Relief Program \$200,000; and, Municipal Revenues \$9,080,285.

School Operating Budget

Shawn Babine moved to approve the school budget as recommended by the Town Manager on March 21, 2007, seconded by Ronald Ahlquist.

There was a discussion regarding the school budget and the uncertainty regarding state aid. The committee concurred with moving the revenues as shown on the tax rate computation of March 21, 2007 at this time.

Vote – 3-years. School Budget: Operating Expenditures \$28,637,511; and, School Revenues \$7,540,333.

Municipal Capital Budgets

Shawn Babine moved to approve the municipal capital budgets as presented in the March 21, 2007 Budget document, seconded by Ronald Ahlquist.

There were discussions regarding the various items in the municipal capital equipment and capital projects budgets.

Ronald Owens recommended removing the Black Point Community Park from the capital projects budget at this time from the 2008 budget process. There was a discussion regarding the project.

Motion by Shawn Babine, seconded by Ronald Ahlquist, moved to amend the motion and remove the Black Point Community Park, for \$350,000 from the budget.

Vote on amendment – 3 years.

Municipal Capital Budgets as amended: Capital Equipment \$1,878,746; Capital Projects as amended \$7,781,800; Capital Equipment Revenues \$1,878,746; and, Capital Projects Revenues as amended \$7,781,800.

School Capital Budget

Shawn Babine moved to approve the school capital budget as presented in the March 21, 2007 Budget document, seconded by Ronald Ahlquist.

Motion by Richard Sullivan, seconded by Ronald Ahlquist, moved to amend the motion and remove the Facilities Project – *Support Equipment/Pickup Truck*, for \$30,000 from the budget.

There were discussions regarding the pickup truck. It was noted this was replacement vehicle for a 1997 pickup truck and beyond its useful life. The discussion included the policy regarding use of vehicles and the replacement schedule.

Vote on amendment – 1-yea, Sullivan; 2-nays, Babine and Ahlquist. Motion failed.

Motion by Ronald Ahlquist, seconded by Shawn Babine, moved to amend the motion and remove the Facilities Project – H.S. Café Air Conditioning, for \$125,000 from the budget.

Vote on amendment – 3-years.

There was a general discussion regarding the municipal purchasing policy and the municipal purchasing agent. It was noted the school did not have to follow the municipal purchasing policy and the processes the school used were reviewed. A request was made for an analysis of savings of the purchasing agent on the purchasing process for a future meeting.

There were general discussions regarding the HVAC, Athletic Field Drainage Project and Exterior Lighting Projects.

Motion by Shawn Babine, seconded by Ronald Ahlquist, moved to amend the motion and remove the following Wentworth Projects: Portable/Windows, Doors & Siding Replacement; Building Envelop; Office Reconfiguration; Fencing; Electrical; and, Mechanical a total of \$260,000; and only approve the Asbestos Abatement and Flooring \$225,000.

There were general discussions regarding the various items in the Wentworth Projects.
Vote on amendment – 2-yetas, Babine and Sullivan; 1-nay, Ahlquist.

Motion by Ronald Ahlquist, seconded by Shawn Babine, moved to amend the motion to add the Electrical Panel and Building Envelop for a total of \$80,000 back to the Wentworth Projects.
Vote on amendment – 1-yea, Ahlquist; 2-nays, Babine and Sullivan. Motion failed.

There was a discussion regarding the Capital Space Long Range Planning Project. Norman Justice reviewed the process to select professional architectural services. The State Statutory requirements did not allow the School to go to bid for services such as these, but rather it was a selective process that required advertising for RFQ's and interview with the candidates, etc.

Motion by Ronald Ahlquist, seconded by Shawn Babine, moved to amend the motion to add the Building Envelop for a total of \$30,000 back to the Wentworth Projects.
Vote on amendment – 1-yea, Ahlquist; 2-nays, Babine and Sullivan. Motion failed.

Motion by Shawn Babine, seconded by Ronald Ahlquist, moved to amend the School Operating Budget and add the Building Envelop for a total of \$30,000. The Committee discussed this motion. After discussion the motion and second were withdrawn.

Motion by Ronald Ahlquist, seconded by Richard Sullivan, moved to amend the motion to add the Electrical Panel and Building Envelop for a total of \$80,000 back to the Wentworth Projects.
Vote on amendment – 2-yetas, Ahlquist and Sullivan; 1-nay, Babine.

School Capital Budgets as amended: Capital Projects \$1,238,510; Capital Project Revenue \$1,238,510.

Shawn Babine reviewed the amendments. The net budget remained \$39,753,149 with an estimated mil-rate of \$11.77, which was a 2.5% increase.

5. Adjourn. Shawn Babine moved to adjourn the meeting at 8:20 p.m., seconded by Ronald Ahlquist.

Vote – 3 yeas.

Laurel Nadeau
Recording Secretary