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3 **Minutes of the**
4 **Litchfield Budget Committee**
5 **Meeting**

6 **Held on December 6, 2011**

7
8 The Litchfield Budget Committee held a meeting on Tuesday, December 06, 2011 at
9 Campbell High School, 1 Highlander Court, Litchfield, NH 03052.

10
11 **PRESENT:** B Spencer (Acting Chairman), R Peeples, C Pascucci, T Finnegan, J York
12 (School Board Representative), J Brunelle (Board of Selectmen Representative)

13
14 **ABSENT with excuse:** J Harte (Chairman), M Falzone (Vice Chairman), B Lemire

15
16 Mr. Spencer called the meeting to order at 6:35 p.m.

17
18 **1. PUBLIC INPUT**

19 There was none.

20
21 **2. MINUTES**

22 It was decided to defer approval of outstanding minutes until the next meeting.

23
24 **3. TOWN BUSINESS**

25 Mr. Brunelle had no new Town business to report at this time.

26
27 **4. SCHOOL BUSINESS**

28 *a) Voting – LMS (General)*

29 **MOTION:** by Mr. York

30 *Move that the Budget Committee hereby approves \$547,303.14 for LMS in the*
31 *2013 School District operating budget*

32 **SECOND:** Selectman Brunelle

33
34 **MOTION:** by Mr. Finnegan

35 *Move to reduce account 1021110012, Line 430, Repairs & Maintenance to \$500*
36 *in the 2013 School District operating budget*

37 Mr. Finnegan explained the rationale behind his motion with respect to piano
38 tuning and there followed a discussion.

39 **SECOND:** Mr. Peeples

40 **VOTE:** 5-1-0 (Mr. York opposed the motion)

41 **The motion carried.**

42
43 *Page 3, Music Education - line 810, Dues & Fees:* Clarification was given that
44 this is where the schools compete in music festivals. Mr. Finnegan queried the

1 current budgeted amount compared to the previous year, and Dr. Cutler explained
2 that Chorus had been cut in the prior year.

3
4 *Page 7, Library Services – line 640, Textbook Replacement:* Mr. Finnegan
5 questioned the historical spending and clarification was provided.
6

7 **MOTION:** by Mr. Finnegan

8 ***Move to reduce account 1021222200, line 640 Textbook Replacement to \$5,000***
9 ***in the 2013 School District operating budget***

10 **SECOND:** Mr. Peeples

11 **VOTE:** 3-3-0 (Messrs. York, Spencer and Brunelle opposed the motion)

12 **The motion failed for lack of a majority.**
13

14 **MOTION:** by Mr. Finnegan

15 ***Move to reduce account 1021249000, line 890, Miscellaneous to zero in the***
16 ***2013 School District operating budget***

17 **SECOND:** Mr. Pascucci

18 Mr. Finnegan provided the rationale for his motion, stating it was his opinion
19 there are alternative ways to show appreciation of staff. Dr. Cutler explained
20 what the money is used for. Mr. Pascucci provided his opinion that this could be
21 funded through donations. There was further discussion for clarification.
22

23 **MOTION:** by Mr. Spencer

24 ***Move to amend account 1021249000, line 890, Miscellaneous to \$500 in the***
25 ***2013 School District operating budget***

26 **SECOND:** Mr. Peeples

27 Mr. Spencer stated he could see the justification for keeping some money in this
28 line, and Mr. Peeples agreed.

29 **VOTE:** 3-3-0 (Messrs. York, Finnegan and Pascucci opposed the motion)

30 **The motion failed for lack of a majority.**
31

32 ***VOTE (on the motion on the floor to reduce line 890 to zero):***2-4-0 (Messrs.
33 Finnegan and Pascucci voted for the motion)

34 **The motion failed.**
35

36 **MOTION:** by Mr. Finnegan

37 ***Move to reduce the bottom line for account 2410, School Administration to***
38 ***\$14,000 in the 2013 School District operating budget***

39 **SECOND:** Mr. Peeples

40 **VOTE:** 1-5-0 (Mr. Finnegan voted in favor of the motion)

41 **The motion failed.**
42

43 **MOTION:** by Mr. Finnegan

44 ***Move to reduce account 1021241000, line 890 Miscellaneous to \$800 in the***
45 ***2013 School District operating budget***

46 **SECOND:** Mr. Peeples

1 **VOTE:** 4-2-0 (Messrs. York and Brunelle opposed the motion)

2 **The motion carried.**

3
4 *Page 10, line 622, Utilities-Electric:* Mr. Spencer clarified the District will still be
5 paying the contracted amount if the full savings are not achieved with the Smart
6 Start program. There followed a discussion with Mr. Martin with respect to the
7 period to use for comparison purposes, and Mr. Spencer stated given the various
8 facts with respect to savings, projected rates etc. he wondered why the District
9 should wish to increase this line.

10
11 **MOTION:** by Mr. Spencer

12 ***Move to reduce account 1021262000, line 622, Utilities-Electric to \$75,000 in***
13 ***the 2013 School District operating budget***

14 **SECOND:** Mr. Peeples

15 Mr. Spencer stated Mr. Harte had provided a dollar amount figure for the five
16 year average and he had based his reduction on this. There followed a discussion
17 on how Mr. Spencer had calculated his proposed figure.

18 **VOTE:** 5-1-0 (Mr. York opposed the motion)

19 **The motion carried.**

20
21 *Page 11, LMS Grounds Services, line 430, Repairs & Maintenance:* Mr. Pascucci
22 talked about the need to maintain assets and the expense to totally replace a
23 parking lot, stating it was his opinion it would be better to have an appropriate
24 amount to cover top coat sealing and striping.

25
26 **MOTION:** by Mr. Pascucci

27 ***Move to increase account 1021263000, line 430 from \$13,600 to \$21,975 in the***
28 ***2013 School District operating budget***

29 **SECOND:** Mr. York

30 ***Discussion:***

31 There was a discussion, led by Mr. Pascucci with respect to the rationale for the
32 School Board's removal of the \$8,375 for top coat sealing. Mr. Pascucci provided
33 his rationale for adding the amount for seal coating back into the budget and there
34 was further discussion when members of the Committee disagreed with Mr.
35 Pascucci's motion. Mr. Finnegan stated he disagreed with Mr. Pascucci's
36 evaluation with respect to asphalt but suggested changing the irrigation for the
37 courtyard to pay for the seal coating. There was further discussion.

38 **VOTE:** 4-2-0 (Messrs. Finnegan and Brunelle opposed the motion)

39 **The motion carried.**

40
41 Mr. York clarified with Mr. Finnegan that he had been given no direction from
42 the School Board with respect to this item and would come back if the Board
43 disagrees with the action taken. Mr. Martin confirmed the courtyard irrigation is
44 still in the budget.

45

46

1 **MOTION:** by Mr. Finnegan

2 ***Move to decrease account 1021263000, line 430 from \$21,975 to \$19 475 in the***
3 ***2013 School District operating budget***

4 **SECOND:** Mr. Peeples

5 Mr. Finnegan explained this would remove \$2,500 for the courtyard irrigation,
6 and Mr. Peeples asked whether there had been any discussion on alternatives to
7 grass for the courtyard and the School District representatives commented that the
8 intent had been to provide an area, where students could sit.

9 **VOTE:** 5-1-0 (Mr. York opposed the motion)

10 **The motion carried.**

11
12 *Page 12*

13 Mr. Martin reported he had requested information on the cost breakdown for the
14 fire system but has not received this as yet. There followed discussion about the
15 cost of wiring, as well as about the necessity of replacing the panel. Mr. York
16 explained part of the proposal has been driven by the NH Fire Marshal, and
17 explained each line for Mr. Peeples.

18
19 **MOTION:** by Mr. Spencer

20 ***Move to reduce account 1021264000, line 430, Repairs & Maintenance to***
21 ***\$87,414 in the 2013 School District operating budget***

22 **SECOND:** Mr. Peeples

23 Mr. Spencer provided an explanation of how he had arrived at this figure.

24 **VOTE:** 5-1-0 (Mr. York opposed the motion)

25 **The motion carried.**

26
27 There was a discussion between Messrs. Martin and Finnegan with respect to
28 addressable zones for the fire system. Mr. Finnegan suggested a warrant article
29 for the fire system and there was a discussion with input from Messrs. Brunelle
30 and York who were against the suggestion on the basis that this is an existing
31 asset. It was pointed out that replacement parts for the existing system are
32 difficult to obtain and there followed some discussion as to whether the new
33 system could be pushed out another year.

34
35 Mr. Spencer made the point he would like to see the information Mr. Martin was
36 waiting for and there was further discussion, including on what the Board would
37 put into the default with respect to the fire system. Mr. Peeples pointed out part
38 of the inspection contract will not be necessary if the new system is installed as
39 there would be a warranty with the system.

40
41 **VOTE on a new bottom line of \$541,715.99 for LMS in the 2013 operating**
42 ***budget:*** 5-1-0 (Mr. York opposed the motion)

43
44 **MOTION:** by Mr. York

45 ***Move that the Budget Committee hereby approves \$3,420,062.08 for the LMS,***
46 ***Salaries & Benefits in the 2013 School District operating budget***

1 **SECOND:** Mr. Peeples

2
3 *Page 6, Line 110 – Co-curricular stipends:* Responding to a query from Mr.
4 Brunelle, Dr. Cutler explained the process with respect to coaches and funding co-
5 curricular items.

6
7 Mr. Spencer advised Mr. Finnegan that the best way to handle changes to co-
8 curricular budget items is at the District level, and Mr. York explained why this
9 was the case.

10
11 **MOTION:** by Mr. Finnegan

12 *Move to reduce account 1021141000, Line 110 to \$20,000 in the 2013 School*
13 *District operating budget*

14 **SECOND:** Mr. Pascucci

15 Mr. Finnegan provided his rationale, stating this would level fund the account.
16 There was further discussion for clarification on the process for this account.

17
18 **VOTE 1-5-0** (Mr. Finnegan voted for the motion)

19 **The motion failed.**

20
21 Mr. York reported there will be a warrant article for negotiated salaries for
22 teachers.

23
24 **VOTE on the bottom line of \$3,420,062.08:** 6-0-0

25
26 Mr. York reported the School Board will be discussing the default budget at its next
27 meeting.

28
29 **5. MEMBER INPUT**

30 Mr. Spencer asked if new members of the Committee wished to have a discussion on
31 object codes versus function codes, and Mr. Martin explained the difference as
32 follows:

- 33 • A function is a service being provided.
- 34 • An object is what money is being spent for.

35 He stated both are dictated by the state. Mr. Spencer explained the usefulness of this
36 information and Mr. Martin agreed to send copies of both to the Committee.

37 **Action: Mr. Martin**

38
39 **6. PUBLIC INPUT**

40 There was none.

- 41
42 • **Upcoming meetings**
 - 43 ○ December 8, 2011
 - 44 ○ December 13, 2011
 - 45 ○ December 15, 2011

46

1 **MOTION:** by Mr. York

2 ***Move to adjourn.***

3 **SECOND:** Mr. Peeples

4 **VOTE:** 6-0-0

5 **The motion carried unanimously.**

6

7

8 There being no further business, the meeting adjourned at 8:40 p.m.

9

10

11 **Minutes by:** *Sandra Maxwell (Recording Secretary)*

12 **Date approved:** *February 23, 2012*

13