

1 **Minutes of the**
2
3 **Litchfield Budget Committee Meeting**

4
5 **Held on April 28, 2011**
6

7 The Litchfield Budget Committee held a Public Hearing on Thursday, April 28, 2011 at
8 Litchfield Town Hall, 1 Liberty Way, Litchfield, NH 03052.

9
10 **PRESENT:** J Harte, B Spencer, R Peeples, E Miller, C Pascucci, B Lemire (Board of
11 Selectmen Representative), J York (School Board Representative)

12
13 **ABSENT:** M Falzone (with approval)

14
15 Mr. Harte called the meeting to order at 7:00 p.m.

16
17 **1. Election of Officers**

18 **MOTION:** by Mr. Peeples

19 *Move to appoint Mr. Harte as Chairman of the Litchfield Budget Committee for*
20 *2011*

21 **SECOND:** Mr. Spencer

22 **VOTE:** 7-0-0

23 **The motion carried unanimously.**

24
25 **MOTION:** by Mr. Peeples

26 *Move to appoint Mr. Falzone as Vice Chairman of the Litchfield Budget*
27 *Committee for 2011*

28 **SECOND:** Mr. Spencer

29 **VOTE:** 7-0-0

30 **The motion carried unanimously.**

31
32 Mr. Harte recognized new members Chris Pascucci and Brent Lemire and welcomed
33 them.

34
35 **2. Public Input**

36 There was no input from members of the public.

37
38 **3. Prior Meeting Minute Approval**

39 **MOTION:** by Mr. Peeples

40 *Move to approve the following minutes of Litchfield Budget Committee meetings*
41 *as written:*

42 *November 30, 2010*

43 *December 14 and 16, 2010*

44 *January 13, 2011 and*

45 *January 13, 2011 Budget Hearing*

46 **SECOND:** Ms. Miller

1 **VOTE:** 5-0-2 (Messrs. Pascucci and Lemire abstained)

2 **The motion carried.**

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4 **MOTION:** by Mr. Harte

5 *Move to approve the minutes of the Litchfield Budget Committee meeting held on*
6 *January 6, 2011 as written*

7 **SECOND:** Mr. Spencer

8 **VOTE:** 3-0-4

9 **The motion carried.**

10
11 In response to a query from Mr. Harte relative to the Town's new minute guidelines,
12 Mr. Lemire stated he had nothing to report at this time. There followed a discussion
13 between the members with respect to the Budget Committee's minutes and there was
14 consensus that they should record votes and details of discussions where there is a
15 split decision.

16
17 **4. Town Business**

18 Mr. Lemire had no report to hand out, but reported there are currently no major
19 financial issues in Town which impact the budget. He also reported on the following
20 items:

- 21 • The proposed new recreational park for the Town
- 22 • The Town Administrator is having discussions with Pennichuck relative to
23 the Town's fire hydrants.
- 24 • Tree cutting in the forest
- 25 • The upcoming renewal of the cable franchise.
- 26 • All items with respect to the revaluation update are in compliance.
- 27 • Primex has notified the Town that they will no longer offer healthcare
28 insurance.

29 Mr. Lemire suggested, and Mr. Harte concurred that Committee members inform
30 Mr. Harte of any questions they may have relative to the Town who can forward
31 them to him and he will attempt to have answers in time for the Committee's next
32 meeting.

33
34 Responding to a query from Mr. Harte, Mr. Lemire confirmed the new recreation
35 park would be built using mainly impact fees plus some timber cutting revenue. Mr.
36 Lemire agreed to research the scope of the project.

37 **Action: Mr. Lemire**

38
39 Mr. Harte queried limitations of the cable contract and there followed a discussion
40 on the topic with Mr. Lemire agreeing to find out the answer to Mr. Harte's question.

41
42 Responding to a query from Ms. Miller relative to the Town's fire hydrants, Mr.
43 Lemire reported the Town is in the process of discussions with Pennichuck and there
44 followed some discussion.

45

1 Mr. Spencer raised the matter of the Library's budget and how it was presented to
2 the Budget Committee during this year's budget season. He asked some questions of
3 Mr. Lemire relative to what level of detail the Budget Committee is likely to be
4 given for the Library this year. There followed a discussion with Mr. Lemire relative
5 to the process the state permits for Libraries with respect to funding and budgeting.
6 Mr. Lemire agreed to obtain answers for the next meeting.

7 **Action: Mr. Lemire**

8
9 Mr. Spencer also raised some issues he had with last year's (2010/11) budget
10 presentation relative to:

- 11 • Timing of receipt of separate warrant articles, and
- 12 • MS7 and revenue forecast

13 Mr. Lemire agreed to find out more from Mr. Hoch with respect to the schedule and
14 come back with information for the Committee's next meeting.

15 **Action: Mr. Lemire**

16 17 **5. School District Business**

18 Mr. York reported on the following:

- 19 • Addition of teachers to complete the 2010/11 year.
- 20 • Some information on how the CHS Principal has reduced staff.
- 21 • How the District has reduced salaries and benefits to meet the financial
22 responsibilities given to them.
- 23 • An update on figures for the cost of educating students in the Town v. the state
24 average.
- 25 • Monies which will come back to the District and state aid.
- 26 • An update on state funding of teacher retirement

27
28 There followed a discussion on what the District may do with the money which
29 comes back to it from the state. Mr. York went through possible
30 outcomes/process/timelines relative to this money. He also handed out copies of the
31 School budget on CD to Committee members.

32
33 Mr. Spencer commented on the Mr. Martin's April report with respect to actual
34 healthcare rates. He also requested a status report on the Kindergarten Committee's
35 work to date, and Mr. York responded providing a review of state Kindergarten
36 funding for information. Mr. Pascucci responded as a member of the Kindergarten
37 Committee with respect to what the Committee is currently working on.

38
39 Responding to a query relative to the Technology Committee, Mr. York reported the
40 Budget Committee could expect to have information prior to beginning the new
41 budget season.

42 43 **6. Member Input**

44 In response to a request from Mr. Pascucci for a discussion of Budget Committee
45 roles, responsibilities and boundaries, Mr. Harte asked members of the Committee to
46 read RSA 32 for discussion at the next meeting.

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Mr. Lemire reported that he will attend some Committee meetings with Selectman Brunelle and they intend to assist and stand in for one another as Selectmen representatives to the Committees on which they serve.

Mr. Spencer handed out copies of enrolment figures, talking about the relationship between these and births. There followed a discussion about the data used to compile future figures, with Mr. Spencer suggesting these figures ought to be considered when making decisions relative to Kindergarten and the number of teachers required. There was a further discussion with Mr. York on the topic.

7. Public Input

There was no input from members of the public.

MOTION: by Mr. Lemire

Move to adjourn

SECOND: Ms. Miller

VOTE: 7-0-0

The motion carried unanimously.

There being no further business, the meeting adjourned at 8:45p.m.

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

Date approved: *May 26, 2011*