



1 Mr. Spencer asked about the activity at Darrah Pond. Mr. Brunelle indicated that the pavilion is  
 2 being constructed. He noted that funding for the pavilion was raised from donations and from  
 3 funds left over from the 275<sup>th</sup> Anniversary.

- 4
- 5 • Review of Accounts

6 Mr. Brunelle and Mr. Hoch presented the following FY15 Town of Litchfield budgets:

7

8 **Personnel Administration 4155**

9 Mr. Hoch reported that the total requested Personnel Administration budget for 2014 is  
 10 \$473,343, which is a \$ 38,542 increase over 2013. Mr. Hoch noted major notables:

- 11 • Line 210, Health Insurance: the HealthTrust refund for 2012 is not known at this time,  
 12 but will offset what is budgeted for insurance. He noted that the town keeps part of the  
 13 refund and we distribute the employees' share to them.
- 14 • Line 220, Social Security Taxes: increase of \$3,292
- 15 • Line 225, Medicare Taxes: increase of \$1,245
- 16 • Line 230, Employee Retirement: increase of \$6,588
- 17 • Line 231, Firefighter Retirement: increase of \$4,796
- 18 • Line 232, Police Retirement: increase of \$28,847
- 19 • Line 250, Unemployment Tax: expected decrease of \$4,500
- 20 • Line 260, Workers Compensation: although the budget reflects a decrease of \$5,999, the  
 21 amount is still unknown at this time. A premium holiday was received this year and one  
 22 is expected next year.

23

24 Mr. Cutter commented that \$38,542 is a significant increase in the budget and asked if these are  
 25 fixed costs. Mr. Hoch agreed the increase is significant, but indicated that these costs are out of  
 26 the town's control.

27

28 Mr. Pascucci commented that there are things that can be done to address the increase (i.e.  
 29 changing staff). He indicated that the costs are fixed based on what the governing body decides.  
 30 Mr. Brunelle commented that these costs are increasing yearly and the Board of Selectmen look  
 31 at other placed in the budget to reduce costs. He indicated that reducing employees is not the  
 32 correct option.

33

34 Mr. Pascucci explained that reducing employees was not the intent of his statement. He  
 35 indicated that he was simply trying to convey that some reductions may be difficult and that  
 36 difficult decisions sometimes need to be made. Mr. Brunelle commented that there are other  
 37 ways to address the increase (i.e. increase copays on insurance to compensate). He noted that the  
 38 Board of Selectmen are looking to make difficult decisions elsewhere in the budget.

39

40 Mr. Pascucci commented that his intent was to discuss the topic so that people understand.

41

42 **Town Insurance 4196**

43 Mr. Hoch reported that the total requested Town Insurance budget for 2014 is \$56,277, which is  
 44 a \$1,597 decrease over 2013. Mr. Hoch noted major notables:

- 45 • Line 520, General Liability Insurance: includes a contribution holiday return
- 46 • Line 525, Insurance Deductibles: decrease of \$2,500

1 Mr. Spencer asked what has been spent in this line. Mr. Cutter indicated that \$515 has been  
2 spent to date.

3  
4 Mr. Spencer indicated that \$595 was spent last year.

5  
6 Mr. Cutter asked if the Budget Committee reduces the line, can the town use the surplus money  
7 for next year to provide for incident deductibles. Mr. Brunelle indicated that funds cannot be  
8 encumbered for this line.

9  
10 **Warrant Articles**

11 Warrant articles were deferred to the November 21, 2013 meeting.

12  
13 • **VOTING**

14  
15 **Police Department 4210.10**

16 **MOTION:** by Mr. Brunelle

17 *Move to approve account 4210.10, Police Department, for a bottom line of \$1,390,934 for*  
18 *2014.*

19 **SECOND:** by Mr. Spencer

20  
21 **MOTION:** by Mr. Spencer

22 *Move to reduce Line 760, Cruiser Purchase, from \$64,500 to \$51,250 for a reduction of*  
23 *\$13,250*

24 **SECOND:** by Mr. Pascucci

25  
26 Mr. Spencer was concerned with the increase in the budget and indicated that the police budget  
27 is the major driver in the town budget. He commented that the taxpayers cannot afford to do all  
28 this.

29  
30 Mr. Pascucci agreed. He commented that mileage is important and indicates that a vehicle has  
31 more life.

32  
33 Mr. Brunelle asked Committee members to take a physical tour of the cruisers and drive them as  
34 well. He indicated that there have been issues with the current cruisers and they need to be  
35 replaced. He commented that the MRI report recommended fluctuating leases each year.

36  
37 Mr. Vaillancourt commented that you are requesting two new vehicles and new weapons for  
38 safety and comfort. Mr. Brunelle clarified that nothing is being requested for comfort. He noted  
39 that the weapons are ten years old.

40  
41 Mr. Hoch indicated that a decision was made to only replace the two cruisers. He asked  
42 Committee members to review the repair line. He indicated that what has been spent on repairs  
43 is more than twice the budget because we are repairing old vehicles and we cannot afford to keep  
44 over spending that line. Mr. Hoch commented that we are spending money on failed vehicles.

45

1 Mr. Pascucci commented that it can be argued that if you use funds from this year's budget, the  
2 repairs will be done. Mr. Brunelle commented that the hours the vehicles run contribute greatly  
3 to their disrepair. He noted that there are four times the hours on the cruisers than regular cars.  
4

5 Mr. Peebles commented that 4-5 years, 90,000 miles seems to be the average life of a cruiser.  
6

7 **VOTE: 4-4-0**

8 **The motion failed.**  
9

10 **MOTION:** by Mr. Spencer

11 *Move to reduce Line 125, Special Officers Wages, from 85,800 to \$75,000 for a reduction of*  
12 *\$10,800.*

13 **SECOND:** by Mr. Cutter  
14

15 Mr. Spencer indicated that he based his motion on historical numbers for hours and cost. He  
16 believes that the line is over-budgeted based on the number of hours. He noted that Officer  
17 Bennett is not included in the line item.  
18

19 Mr. Brunelle indicated that although Officer Bennett is not included in the budget, the pool of  
20 funds was re-allocated for Officer House for SRO work at LMS and GMS. He commented that  
21 more hours will be utilized based on requests from the schools.  
22

23 Mrs. Couture commented that the year to date hours appear to be higher than what is being  
24 budgeted for 2014.  
25

26 Mr. Hoch indicated that some of the hours budgeted may be used for dispatch coverage. He  
27 noted that dispatch is significantly over budget.  
28

29 Mr. Spencer believes that the amount of hours budgeted is too high. Mr. Brunelle asked if the  
30 Committee would support reducing the amount of hours from 1600 to 1500.  
31

32 **VOTE: 4-4-0**

33 **The motion failed.**  
34

35 **MOTION:** by Mr. Cutter

36 *Move to reduce Line 149, Overtime Training, by \$5,000*

37 **SECOND:** by Mr. Pascucci  
38

39 Mr. Cutter believes this line is over budgeted. He noted that the total year to date is significantly  
40 lower than what is budgeted for this line. Mr. Hoch indicated that there is much outstanding and  
41 projected that the line will finish close to budget by the end of the year.  
42

43 **VOTE: 6-2-0, with Mr. Brunelle and Mr. Bourque opposing.**

44 **The motion carried.**  
45

46 **MOTION:** by Mr. Cutter

1 ***Move to reduce Line 760, Cruiser Purchase, by \$3,000***

2 **SECOND:** by Mr. Pascucci

3

4 Mr. Cutter indicated that \$3,000 is the difference between the SUV style and sedans. He  
5 believes there is no need in the community for two additional SUV police vehicles.

6

7 Mr. Pascucci commented the SUV type is fine, but we do not need to purchase two. He noted  
8 that the town operated well without a \$70,000 increase last year. Mr. Brunelle pointed out that  
9 the town was operating under a reduced budget and there were things that did not get done.

10

11 Mr. Pascucci commented that sometimes things do not get done and that these are the tough  
12 choices that we said we would make.

13

14 **VOTE: 5-3-0**

15 **The motion carried.**

16

17 **MOTION:** by Mr. Spencer

18 ***Move to reduce Line 125, Special Officers Wages, by \$6,800***

19 **SECOND:** by Mr. Pascucci

20 **VOTE: 5-3-0**

21 **The motion carried.**

22

23 **MOTION:** by Mr. Cutter

24 ***Move to reduce Line 620, Office Supplies, by \$700***

25 **SECOND:** by Mr. Pascucci

26

27 Mr. Cutter indicated that he reduced the line based on what was spent this year. Mr. Hoch  
28 indicated that the line includes a record management system they were not able to apply because  
29 of the default budget. He explained that it is a more efficient method of the records we keep. He  
30 noted that we have been trying to purge records to open space.

31

32 **VOTE: 6-2-0, with Mr. Brunelle and Mr. Bourque opposing**

33 **The motion carried.**

34

35 **MOTION:** by Mr. Spencer

36 ***Move to reduce Line 740, Equipment Purchase, from \$14,777 to \$10,027 for a reduction of***  
37 ***\$4,750***

38 **SECOND:** by Mr. Pascucci

39

40 Mr. Spencer explained that he changed the taser replacement from half each year for two years to  
41 1/3 each year for three years.

42

43 Mr. Hoch cautioned that the arrangement proposed by Mr. Spencer will increase the uncertainty  
44 of operation of the equipment and result in a mix of devices in inventory.

45

1 Mr. Spencer indicated that if we purchase 1/3 next year, the following year we will not be buying  
2 weapons and can replace the remainder.

3  
4 **VOTE: 7-1-0, with Mr. Brunelle opposing**  
5 **The motion carried.**

6  
7 **MOTION:** by M. Pascucci  
8 ***Move to reduce Line 660, Vehicle Repairs and Maintenance, by \$2,000***  
9 **SECOND:** by Mr. Peeples

10  
11 Mr. Pascucci asked how the total was calculated. Mr. Hoch indicated that routine maintenance  
12 on new vehicles is \$1,000 per vehicle. He noted that two detail vehicles repair/maintenance is  
13 estimated at \$3,000 each and \$2,000 per cruisers pending replacements.

14  
15 Mr. Pascucci indicated that the calculation is based on speculation and that this year money can  
16 be used for repair/maintenance.

17  
18 **VOTE: 7-1-0, with Mr. Brunelle opposing**  
19 **The motion carried.**

20  
21 **VOTE ON ORIGINAL MOTION WITH A NEW BOTTOM LINE OF \$1,368,684: 5-3-0.**  
22 **The motion carried.**

23  
24 **Support Services 4210.50**

25 **MOTION:** by Mr. Brunelle  
26 ***Move to approve Account 4210.50, Support Services, for a bottom line of \$142,657 for 2014***  
27 **SECOND:** by Mr. Spencer  
28 **VOTE: 8-0-0**  
29 **The motion carried.**

30  
31 **Mosquito District 4411.20**

32 **MOTION:** by Mr. Brunelle  
33 ***Move to approve Account 4411.20, Mosquito District, for a bottom line of \$29,950 for 2014***  
34 **SECOND:** by Mr. Spencer  
35 **VOTE: 8-0-0**  
36 **The motion carried.**

37  
38 **Animal Control 4414.10**

39 **MOTION:** by Mr. Brunelle  
40 ***Move to approve Account 4414.10, Animal Control, for a bottom line of \$15,122 for 2014***  
41 **SECOND:** by Mr. Spencer  
42 **VOTE: 8-0-0**  
43 **The motion carried.**

44  
45 **Health Agencies 4415**

46 **MOTION:** by Mr. Brunelle

1 *Move to approve Account 4415, Health Agencies, for a bottom line of \$2,500 for 2014*

2 **SECOND:** by Mr. Cutter

4 **MOTION:** by Mr. Spencer

5 *Move to reduce the bottom line to \$1,900*

6 **SECOND:** by Mr. Pascucci

8 Mr. Cutter was concerned that there are community members that use the child advocacy service.  
9 Mr. Brunelle commented that we are required to have this service, which has been used  
10 consistently throughout the year.

12 Mr. Spencer indicated that this is not a cost per service, but a donation to the agency as they do  
13 not bill us for their services.

15 **VOTE: 5-3-0**

16 **The motion carried.**

18 **Information Technology 4150.2**

19 **MOTION:** by Mr. Brunelle

20 *Move to approve Account 4150.2, Information Technology, for a bottom line of \$48,844 for  
21 2014*

22 **SECOND:** by Mr. Spencer

23 **VOTE: 7-1-0, with Mrs. Couture opposing**

24 **The motion carried.**

26 **Library 4550.2**

27 **MOTION:** by Mr. Brunelle

28 *Move to approve Account 4550.2, Library, for a bottom line of \$202,680 for 2014*

29 **SECOND:** by Mr. Spencer

31 **MOTION:** by Mr. Spencer

32 *Move to reduce the bottom line to \$200,958 for a reduction of \$1,722*

33 **SECOND:** by Mr. Pascucci

34 **VOTE: 7-1-0, with Mr. Vaillancourt opposing**

35 **The motion carried.**

37 **6. SCHOOL BUSINESS**

- 38 • General Updates

39 Mr. Bourque reported the School Board is drafting a list of expenditures for the use of impact  
40 fees. He asked how much detail is expected in the request.

42 Mr. Brunelle indicated that is a question for the Board of Selectmen. He noted that the  
43 Selectmen require much justification for the use of impact fees.

- 45 • Delivery of School Budget to Budget Committee

46 Mr. Bourque reported that the total FY15 budget reflects a decrease of approximately \$67,000.

1  
2 Budget Committee members requested the NHSBA enrollment projections.

- 3  
4 • LSB Planning and Building Advisory Committee

5 Mrs. Couture reported that the October 29 meeting was cancelled because of the lack of  
6 information. She noted that they did not finish gathering the data for the meeting at that time.  
7 She noted that another meeting has not yet been scheduled.

8  
9 **7. MEMBER INPUT/NEW BUSINESS**

10 There was no member input.

11  
12 **8. PUBLIC INPUT**

13 There was no public input.

- 14  
15 • **Upcoming meetings**

16 The next meeting of the Budget Committee will be held on November 21, 2013.

17  
18 **MOTION:** by Mr. Cutter

19 ***Move to adjourn.***

20 **SECOND:** Mr. Vaillancourt

21 **VOTE: 8-0-0.**

22 **The motion carried unanimously.**

23  
24 There being no further business, the meeting adjourned at 8:35 p.m.

25  
26 **Minutes by:** *Michele E. Flynn (Recording Secretary)*

27  
28 **Date approved:** **November 21, 2013**