

**Minutes of the
Litchfield Budget Committee Meeting
Held on December 10, 2015**

The Litchfield Budget Committee held a meeting on Thursday, December 10, 2015 at Campbell High School, One Highlander Court, Litchfield, NH 03052.

PRESENT: C Couture (Chair), K Douglas (Vice Chair), B Spencer, R Peeples, C Pascucci, D Vaillancourt, R Keating, F Byron (School Board Representative), J O'Neill (Superintendent), F Markiewicz (Business Administrator)

Absent:

1. CALL TO ORDER

Mrs. Couture called the meeting to order at 7:00 p.m.

- **PLEDGE OF ALLEGIANCE**

2. PUBLIC INPUT

There was no public input.

3. REVIEW/ADDITIONS TO AGENDA

There were no additions to the agenda.

4. REVIEW/ACCEPTANCE OF MINUTES

- **December 3, 2015**

MOTION: by Mr. Pascucci

Motion to approve the minutes of December 3, 2015

SECOND: by Mrs. Douglas

VOTE: 7-0-0

The motion carried.

5. CORRESPONDENCE

Mrs. Couture reported that the Budget Committee received the following correspondence: responses from the SAU to questions from the Budget Committee, revised FY17 budget changes, history from Mr. Spencer on special education and salaries/benefits, email from a community member expressing concern about information gathered for Grade 1 enrollment and what it meant.

6. SCHOOL DISTRICT BUDGET REVIEW

- **Budget Committee Actions**
 - Special Services

Mrs. Couture commented in terms of Account 330, Mr. Spencer's information reflects in 2013 94% was expended; in 2014 77% was expended; in 2015 64% was expended; and in 2016 81% has been spent and encumbered. She indicated 2013 had many special education over

48 expenditures because of the change in staff and philosophy. Mrs. Couture observed that it is
49 interesting to look at the data from a percentage perspective. She noted that she considered the
50 percentage of funding for the 2017 budget.

51

52 **MOTION:** by Mrs. Couture

53 *Move to reduce Account 1000120100-330, DW Special Education Professional Services, by*
54 *\$18,500*

55 **SECOND:** by Mr. Spencer

56

57 Mrs. Couture commented that the reduction leaves 90% of the requested budget.

58

59 Mrs. Douglas commented that a reasonable reduction is clearly needed.

60

61 Mr. Spencer commented that the only thing to consider is that we have seen what is included in
62 FY16 in this account and in FY17 additional services are being added. He indicated it is
63 reasonable to take a reduction.

64

65 **VOTE: 5-3-0**

66 **The motion carried.**

67

68 Mrs. Douglas asked a question regarding the Conferences/Workshops account regarding
69 certification. She indicated she understands that some teachers are in their first year of the
70 process.

71

72 Mrs. Bandurski indicated that some will finish next year.

73

74 Mrs. Douglas commented this is more of an emergency fund and it is not my intention to have it
75 continue.

76

77 Mrs. Bandurski indicated that funds for the five people to finish their certification is included in
78 the budgeted amount.

79

80 **MOTION:** by Mr. Spencer

81 *Move to reduce Account 1000120100-332, DW Special Education Tutor Services, by 2,525*

82 **SECOND:** by Mrs. Douglas

83

84 Mr. Spencer commented less has been spent historically and it is unlikely that what is requested
85 will be spent.

86

87 **VOTE: 5-3-0**

88 **The motion carried.**

89

90 Mrs. Bandurski commented in the five years that there were no expenditures no students that
91 required services were attending charter schools. She indicated that there are now students
92 attending charter schools and the district is responsible for funding for their services.

93

94 Mr. Spencer indicated he did not reduce that portion of the account.

95

96 Mr. Markiewicz commented we are only three or four months into the school year and there are
97 still several more to go.

98

99 Mr. Spencer does not believe that the district will spend that account completely. He asked if a
100 child attends private school are they required to have the same services.

101

102 Mrs. Bandurski indicated that there is a limited basis for students in private school. She noted
103 the legal requirement is for both private and charter schools.

104

105 Mrs. Couture commented that she researched the history for Special Education legal services.
106 She indicated last year the Budget Committee reduced that account to \$5,000 and to date \$500
107 has been expended. She believes what was budgeted last year was appropriate.

108

109 **MOTION:** by Mrs. Couture

110 ***Move to reduce Account 1000120100-335, DW Special Education Legal Services, by \$3,000***

111 **SECOND:** by Mrs. Douglas

112 **VOTE: 6-2-0**

113 **The motion carried.**

114

115 Mrs. Douglas asked if the potential placement for tuition is actually potential or has it been
116 resolved.

117

118 Mrs. Couture commented she researched percentages for tuition expenditures: in 2013 95% was
119 spent; in 2014 73% was spent; in 2015 73% was spent; in 2016 74% has been spent and
120 encumbered. She noted the most that has been spent in this account is 95%.

121

122 Mrs. Bandurski commented that she understands the Budget Committee is looking at averages.
123 She cautioned that other than the potential placement all the placements budgeted are actual
124 students and costs. She noted it is unknown if placements will change or if there will be
125 additional students. She indicated that the district must be sure the needs of the students are met.

126

127 Mr. Spencer commented historically the district has not spent more. He acknowledged that it is
128 challenging to budget for tuition.

129

130 Mr. O'Neill commented that he would like to reiterate to the Budget Committee the agreement
131 that this money will be returned to the taxpayers if unspent.

132

133 Mr. Spencer commented that the School Board has said at Deliberative Session that any money
134 left over will be returned. He noted there is no legal requirement and last year the agreement
135 was not followed as the School Board paid for the former Superintendent's separation.

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137 Mr. Bourque indicated that end of year special education funds were not used for that purpose.

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139 Mr. Spencer indicated he was not convinced.

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Mrs. Couture commented that there has been an agreement for a number of years.

Mr. O'Neill commented that the district is committed to returning any unspent special education funds. He indicated that special education is the most challenging budget, especially 18 months out. He noted the state originally helped fund special education with Catastrophic Aid, but the reimbursement has been downstreamed and does not provide as much of a buffer. Mr. O'Neill asked the Committee to consider an addition to the Special Education Capital Reserve Fund if the Budget Committee is going to tighten that area in case of a major event.

Mr. Spencer commented that discussion occurred at the last meeting. He indicated the district has never used that fund.

Mrs. Douglas encouraged the district to go to warrant if that is their rationale.

Mr. Peebles commented the potential placement is a student that needs services and he is not sure about what should be reduced.

Mr. Spencer commented this student could be placed in a different placement or not at all. He indicated he is not sure of the cost as there are many variables that drive the reason for over funding the tuition account.

Mrs. Douglas commented the whole point of the reserve fund is to tighten up this number.

MOTION: by Mrs. Douglas

Move to reduce Account 1000120100-569, DW Special Education Handicapped Tuition, by \$85,000

SECOND: by Mr. Pascucci

Mrs. Douglas commented that she appreciates the difficulty in budgeting for tuition, but the three year historical numbers reflect an average expenditure in the 70% -80% range. She indicated event with the reduction there is still more than enough to fund this account and there is a reserve fund.

Mr. Spencer asked why an additional \$25,000 in tuition has been budgeted for Parker Academy.

Mrs. Bandurski commented the tuition increased and services are billed separately from tuition. She explained the rate is based on the DOE approved rate and increase of services for students that attend the school. She noted that a 3% increase has been budgeted because we do not know what the actual increase will be.

VOTE: 5-3-0

The motion carried.

184 In reference to GMS Special Education Dues and Subscriptions, Mrs. Couture commented that
185 last year the Budget Committee reduced this account to \$500. She indicated that to date \$95 has
186 been expended and historically much less than the request has been spent.

187

188 **MOTION:** by Mrs. Couture

189 *Move to reduce Account 1011120100-820, Special Education Dues and Subscriptions, by \$298*

190 **SECOND:** by Mrs. Douglas

191 **VOTE: 6-2-0**

192 **The motion carried.**

193

194 **MOTION:** by Mrs. Couture

195 *Motion to reduce Account 1201214000-330, Special Education Psychological Services, by*
196 *\$9,000*

197 **SECOND:** by Mrs. Douglas

198

199 Mrs. Couture indicated that last year the Budget Committee reduced the account to \$7,000.

200

201 Mrs. Bandurski explained based on current bills received and the amount of services received
202 one component will cost approximately \$13,000 this year. She commented outside evaluations
203 are neurological evaluations that cannot be predicted and cost anywhere from \$2,500 to \$3,500.

204

205 Mr. Spencer commented the problem with the 330 account globally is that it is typically
206 underspent. He believes that what is included in the total budget is more than is necessary.

207

208 **VOTE: 4-4-0**

209 **The motion failed.**

210

211 In reference to Special Education Transportation, Mrs. Couture indicated in 2013 91% of the
212 budget was expended; in 2014 66% was expended; in 2015 89% was expended; and in 2016 76%
213 is expected to be spent. She noted if we funded the account at 90% that would still be within the
214 average of the last several years.

215

216 **MOTION:** by Mrs. Couture

217 *Move to reduce Account 1000272200-519, DW Special Education Transportation, by \$37,000*

218 **SECOND:** by Mrs. Douglas

219

220 Mr. Spencer asked how the number for the homeless McKinney Vento Act was determined.

221 Mrs. Bandurski indicated the number is based on what we are currently provided.

222

223 Mr. Spencer asked why the number was higher in the past. Mrs. Bandurski commented it is
224 based on the circumstances for students that meet the definition of homeless or unaccompanied
225 youth. She indicated the situation can change at any moment.

226

227 ○ Salaries and Benefits

228 Mrs. Couture asked if there is any information on first grade enrollment.

229

230 Mr. O'Neill commented that Mr. Thompson is present with the accurate numbers.

231

232 Mr. Thompson commented that there are currently 58 students enrolled in Kindergarten and it
233 has been confirmed from 55 of those parents that those students will be enrolled in first grade at
234 GMS. In addition, he indicated that there is written confirmation from parents of 15 of the 29
235 students attending private Kindergarten that they will be enrolling in first grade at GMS. He
236 noted the unknown are those parents that are not on our email list. Mr. Thompson indicated
237 there is confirmation of 72 students for Grade 1 with the potential for 14 more.

238

239 *Mr. Vaillancourt arrived at 7:50 p.m.*

240

241 Mrs. Douglas asked for the historical transfer rate. Mr. Thompson commented the first year of
242 public Kindergarten (2009-2010) GMS gained 45 students from Kindergarten to Grade 1. He
243 indicated the range from year to year varied, but the average is 25 with variability between 15
244 and 40.

245

246 Mrs. Douglas commented enrollment is declining. She indicated if there are 29 potential
247 students and 15 move that means 50% came to the district, which indicates how many more
248 students may transfer. She noted that if we know 50% transfer then the 14 that may respond may
249 not attend GMS.

250

251 Mr. O'Neill indicated we brought the Budget Committee hard numbers and we are now at 72
252 Grade 1 registrations. He reminded the Committee that an email survey was sent to current
253 parents of current students. He noted that there may be parents who moved into the community
254 who may not have received the email and the potential for additional students may exist.

255

256 Mrs. Douglas asked why there is such a large increase in tutor salaries for GMS. She noted
257 \$103,000 has been expended and encumbered to date.

258

259 Mrs. Messenger indicated the budget includes a 3% increase.

260

261 Mrs. Douglas commented this line includes non-union employees and non-union wage increases
262 are typically on a warrant article.

263

264 **MOTION:** by Mrs. Douglas

265 ***Move to reduce Account 1011110000-113, GMS Regular Education Tutor Salaries, by \$6,748***

266 **SECOND:** by Mr. Pascucci

267

268 Mrs. Douglas indicated that salary increases should be in a warrant article.

269

270 Mrs. Couture commented the position for STEM tutor appears to be new.

271

272 Mrs. Messenger indicated that it is tutoring services for the STEM program and not a position.
273 She noted it was included in the budget last year.

274

275 Mr. Pascucci indicated he heard a comment that the Budget Committee typically removes non-
276 union raises for the town, but not for the school district.

277
278 Mrs. Couture explained that for the last two years the town has been trying to realign salaries and
279 get them where they should be on the pay scale. She indicated last year we asked that it be on
280 the warrant. She commented this year it is in the budget and we reduced it for the same reason.

281
282 Mr. Pascucci asked why this Committee removed non-union raises from the school budget.

283
284 Mrs. Couture noted there was a salary pool for salary increases for administrators.

285
286 Mr. Pascucci commented if the Budget Committee followed philosophical methods 3% would be
287 removed from all salary lines. He indicated the voters approved the teachers' raises so it is fair
288 to keep those increases in the budget.

289
290 Mr. Markiewicz indicated the School Board approved pay schedules for non-union employees.
291 He commented the School Board can decide whether or not to move everyone along those
292 schedules.

293
294 Mrs. Couture indicated they are approved pay schedules and part of the default budget.

295
296 Mrs. Douglas asked if non-union employees have a contract. Mrs. Couture indicated they do not
297 have contracts, but do have an approved pay schedule.

298
299 Mr. Bourque commented the reduction represents more than a 3% increase. He noted there are
300 other services included in that line.

301
302 Mrs. Messenger indicated the tutor position approved on the warrant last year was added.

303
304 Mrs. Douglas commented the additional tutor added last year is reflected in this year's
305 encumbrances. She indicated her reduction was based on the current level of services.

306
307 Mrs. Messenger explained that if someone is not hired at the beginning of the year their salaries
308 are not encumbered from the beginning of the year, but from their date of hire.

309
310 Mr. Markiewicz indicated that reference was made to that during the budget presentation.
311 Brian –the \$6748 represent more than 3% increase – other services in there

312
313 **VOTE: 4-5-0**
314 **The motion failed.**

315
316 Mrs. Couture asked about the Kindergarten paraprofessional/monitor that appears to be
317 additional. Mrs. Messenger indicated that position was budgeted under a different account and
318 has been corrected.

319

320 Mr. Vaillancourt commented that the substitutes line appears to be high compared to what was
321 expended in 2014.

322
323 Mr. Spencer indicated that the total spent in the Substitute account (120) in 2015 was \$136,000;
324 in 2014 \$141,000; 2016 is budgeted at \$136,900. He noted that account looks to be in line.

325
326 Mr. Markiewicz indicated we attempted to budget based on the trend. He noted this is unknown
327 from year to year, but the sum of all locations is consistent with the past trend.

328
329 Mr. Spencer commented that he inquired about the CHS Tutor salaries last week. Mrs.
330 Messenger indicated that there is a vacant tutor position at CHS.

331
332 Mr. Spencer commented money has been budgeted every year and some years it was spent;
333 others it was not. He indicated that he understood this was for students that may have a need.

334
335 Mr. Markiewicz indicated this is a position that has been in the budget. Mrs. Douglas
336 commented based on the budget numbers and what has been spent it appears to be needs based.

337
338 Mr. Spencer asked why it is budgeted if it may not be used. Mr. Markiewicz indicated it is a
339 paid position that has been approved in the budget and it is the discretion of the principal if she
340 wants to fill the position.

341
342 Mrs. Douglas commented in some way we are using that money without having a position and
343 suggested that the services are invoiced.

344
345 **MOTION:** by Mrs. Douglas
346 *Move to reduce Account 1031110000-113, CHS Regular Education Tutor Salaries, by \$10,538*
347 **SECOND:** by Mr. Peeples

348
349 Mrs. Douglas commented her reduction is based on historical spending and because the request
350 has almost doubled.

351
352 **VOTE: 6-3-0**
353 **The motion carried.**

354
355 Mr. Spencer commented that Account 114, Paraprofessionals/Monitors, was globally overspent
356 in 2013 due to changes in special education; overspent in 2014 by \$22,000; in 2015 94% of the
357 request was spent; in 2016 87% has been spent/encumbered. He indicated when he looks at the
358 2017 request of \$1,870,000 he feels a slight reduction can be taken. He noted that a slight
359 reduction would leave a budget number of 97% globally.

360
361 **MOTION:** by Mrs. Couture
362 *Move to reduce Account 1000120100-119, Special Education Summer Salaries, by \$4,000*
363 **SECOND:** by Mrs. Douglas

364

365 Mrs. Couture commented that \$39,000 has been spent to date and it is assumed that another
366 \$5,000 will be spent in the spring. She believes \$45,000 is the right number to budget.

367

368 **VOTE: 6-3-0**

369 **The motion carried.**

370

371 **MOTION:** by Mr. Spencer

372 *Move to reduce Account 1011120100-114, GMS Special Education*

373 *Paraprofessionals/Monitors, by \$20,741*

374 **SECOND:** by Mrs. Douglas

375

376 Mr. O'Neill commented that when he first looked at the actual student expenditures at each
377 building he noticed there was a \$2,000 reduction at LMS. He believes there should be some
378 difference, but prefers to level it out.

379

380 Mr. Spencer indicated that the Budget Committee gives the district a bottom line budget.

381

382 **VOTE: 7-2-0**

383 **The motion carried.**

384

385 **MOTION:** by Mr. Spencer

386 *Move to reduce Account 1021120100-114, LMS Special Education*

387 *Paraprofessionals/Monitors by \$12,840*

388 **SECOND:** by Mrs. Douglas

389

390 Mr. Lecklider commented that we used to budget for program paraprofessionals because there
391 was more flexibility around them and where they were assigned. He indicated that over the last
392 couple of years they literally matched up service hours of IEPs with the paraprofessionals we
393 have. He noted we are now assigning paraprofessionals on IEP service as that is what drives our
394 use of paraprofessionals. Mr. Lecklider indicated every paraprofessional on that list is connected
395 to a student who is connected to a binding IEP. He asked how will service be provided if we do
396 not have the staff to do it?

397

398 Mr. Spencer commented that you will have turnover and you have two new people. He indicated
399 that the 114 account is overfunded globally, but there is no way to make a global reduction so we
400 are allocating that reduction to this line for now. He noted the district will decide where they
401 want to place the reduction. Mr. Spencer indicated he is not proposing to reduce a position.

402

403 Mr. Lecklider commented that he wanted the Budget Committee to understand how we look at
404 our assignments for paraprofessionals.

405

406 Mrs. Couture indicated it does not mean those are where we want the reductions, rather it is just
407 reducing that account.

408

409 **VOTE: 6-3-0**

410 **The motion carried.**

411
412 With reference to Bilingual Education, Mrs. Couture asked how many ELL students are being
413 serviced. Mrs. Messenger offered to get that information.

414

415 **MOTION:** by Mr. Spencer

416 *Move to reduce Account 1031142000-110, CHS Athletics Salaries, by \$3,977*

417 **SECOND:** by Mrs. Douglas

418

419 Mr. Spencer commented that the motion funds athletics salaries at a higher level than has been
420 spent historically. He noted that in 2013 95% was spent; in 2014 96% was spent; in 2015 100%
421 was spent.

422

423 Mrs. Couture asked if there are any new items budgeted.

424

425 Mr. O'Neill indicated the wrestling coach salary has been budgeted this year.

426

427 Mrs. Couture commented that 99% seems like the right percentage of funding.

428

429 Mr. O'Neill commented that we have many youngsters in middle and elementary school looking
430 to participate in athletics. He indicated we would like to look in the future and have more
431 students participate at lower grade levels. He noted we would like to do that over the next year
432 or two.

433

434 **VOTE: 5-4-0**

435 **The motion carried.**

436

437 With reference to Psychological Services salaries, Mrs. Couture commented a psychologist was
438 added then services were provided by SERESC. She asked why was the new position added if
439 the services were funded.

440

441 Mr. Bourque indicated the School Board decided to hire a psychologist to provide services at less
442 cost to the district.

443

444 Mr. Spencer commented they could not hire a behavior specialist so services were contracted.

445

446 Mrs. Couture commented if the psychologist was hired instead of contracting for services there
447 should be an offset, but there does not seem to be one.

448

449 Mr. O'Neill indicated hiring a behavior specialist is difficult. He noted outsourcing it to a
450 consultant makes sense. He commented having a psychologist in each building is necessary for
451 public schools. He offered to provide more detail.

452

453 Mr. Pascucci commented for the last couple of years the district contracted services, then put the
454 behavior specialist on the warrant. He indicated that now we are hearing it is less expensive to
455 contract services. Mr. Pascucci noted the logic for the behavior specialist was that person can

456 handle more students. He commented it seems this was a way to get another position instead of
457 going to warrant.

458

459 Mr. Lecklider clarified in the past there was a psychologist at GMS; however, LMS and CHS
460 shared a psychologist.

461

462 Mr. O'Neill indicated that a psychologist and a behavior specialist provide different skill sets.

463

464 Mrs. Douglas encouraged the School Board to work on a plan regarding building administration.
465 She commented one of the schools will have less than 500 students enrolled and last year the
466 School Board said they would look at a plan.

467

468 Mrs. Douglas asked if the part time custodian for which overtime funds will be used has been
469 added. Mr. Markiewicz indicated the position has not yet been added.

470

471 Mrs. Douglas commented that there is a \$44,000 increase in custodian salaries. Mrs. Couture
472 indicated that some positions were moved.

473

474 With reference to Technology Services salaries, Mrs. Douglas asked how the intern salary is
475 determined as it has increased almost 50% over last year.

476

477 Mrs. Messenger indicated there was an increase in the pay rate for the intern. She noted there
478 were three interns last year and that number has been reduced to two.

479

480 Mr. Markiewicz indicated these are not only summer interns as they are working at the end of
481 semesters and are doing more in-house work.

482

483 Mr. Spencer commented that the salary request is regularly under spent. He noted in 2013
484 98.7% was spent; in 2014 97.7% was spent; in 2015 92.7% was spent; in 2016 97% is expected
485 to be spent. He indicated teachers will be retiring and an attrition reduction can be taken.

486

487 **MOTION:** by Mrs. Douglas

488 *Move to reduce Account 1000290000-110, Benefits and Fixed Charges Salaries, by \$180,000*

489 **SECOND:** by Mr. Peeples

490

491 Mrs. Douglas commented the reduction leaves more than the three year average.

492

493 Mrs. Couture commented that she considered a 2% and 1% reduction.

494

495 **MOTION:** by Mrs. Couture

496 *Move to amend the motion by Mrs. Douglas to reduce Account 1000290000-110 by \$90,000*

497 **SECOND:** by Mr. Spencer

498 **VOTE ON THE AMENDED MOTION: 6-3-0**

499 **The amended motion carried.**

500

501 **VOTE ON THE MAIN MOTION TO REDUCE ACCOUNT 1000290000-110 BY \$90,000:**
502 **6-3-0**

503 **The main motion carried.**

504

505 Mr. Spencer commented that a global reduction should be taken for Line 211.

506

507 Mrs. Couture indicated that in 2013 93.7% was spent; in 2014 94.4% was spent; in 2015 95.8%
508 was spent; 2016 97.6% is estimated to be spent. She commented on average we spend a little
509 over 95% of what is requested. She noted a 2% reduction seems appropriate.

510

511 **MOTION:** by Mrs. Couture

512 *Move to reduce Account 1000290000-211, Benefits and Fixed Charges Health Insurance, by*
513 *\$45,000*

514 **SECOND:** by Mrs. Douglas

515

516 Mrs. Messenger indicated this is our actual health insurance rate.

517

518 **VOTE: 6-3-0**

519 **The motion carried.**

520

521 **MOTION:** by Mr. Spencer

522 *Move to reduce Account 1000290000-220, Benefit and Fixed Charges Social Security, by*
523 *\$12,094*

524 **SECOND:** by Mrs. Douglas

525 **VOTE: 6-3-0**

526 **The motion carried.**

527

528 **MOTION:** by Mrs. Douglas

529 *Move to reduce Account 1011110000-232, Teacher Retirement, by \$8,000*

530 **SECOND:** by Mr. Spencer

531

532 Mr. Spencer indicated that we reduced salaries the bulk of which are teacher salaries, which
533 means that teacher retirement is overfunded. He noted there is no line for a global cut and
534 suggested that the teacher retirement line in the GMS budget be reduced, but noted it is a global
535 reduction.

536

537 **VOTE: 7-2-0**

538 **The motion carried.**

539

540 ○ Food Service

541 The Budget Committee took no action on the Food Service budget.

542

543 7. TOWN

544 • Adjustments

545 Mrs. Couture indicated that the final numbers of all adjustments have been made and there are
546 some items that require correction.

547 **MOTION:** by Mrs. Couture

548 *Move to reduce Account 4210.1, Police Administration Dental Insurance, by \$17.00*

549 **SECOND:** by Mrs. Douglas

550 **VOTE: 7-2-0**

551 **The motion carried.**

552

553 **MOTION:** by Mrs. Couture

554 *Move to add to Account 4316.3, Street Lighting, \$2,075*

555 **SECOND:** by Mrs. Douglas

556

557 Mrs. Couture explained that the budget amount was increased by the Town Administrator and
558 approved by the Board of Selectmen before the Budget Committee took any action. She noted
559 the motion is to align the Budget Committee's budget number.

560

561 **VOTE: 9-0-0**

562 **The motion carried.**

563

564 Mrs. Couture indicated there was an error in calculation for the IT budget.

565

566 Mr. Byron explained that a contract was brought forward for \$9,972.66 for storage maintenance.
567 He indicated there is a formula contained in the town budget spreadsheet that divides by two and
568 apparently that line was calculated and divided by two. He commented that \$4,987 needs to be
569 added to the IT budget.

570

571 **MOTION:** by Mr. Byron

572 *Move to add to Account 4150.2, Information Technology, \$4,987*

573 **SECOND:** by Mr. Peeples

574 **VOTE: 9-0-0**

575 **The motion carried.**

576

577 Mr. Byron commented that a change needs to be made to remove revenue out of the expense
578 budget in Account 4155.1 and in Account 4210.1. He indicated these amounts should be added
579 to the revenue lines in order to balance the budget. He explained the detail reimbursement in the
580 police budget is actually brought over from the revolving fund and is revenue.

581

582 **MOTION:** by Mrs. Douglas

583 *Move to add \$500 to Account 4155.1, Line Item 250, bringing that line to \$0*

584 **SECOND:** by Mr. Keating

585 **VOTE: 9-0-0**

586 **The motion carried.**

587

588 **MOTION:** by Mrs. Douglas

589 *Move to add \$2,000 to Account 4155.1, Line Item 260, bringing that line to \$0*

590 **SECOND:** by Mr. Pascucci

591 **VOTE: 9-0-0**

592 **The motion carried.**

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MOTION: by Mrs. Douglas

Move to add \$10,000 to Account 4210.1, Line Item 910, bringing that line to \$0

SECOND: by Mr. Keating

VOTE: 9-0-0

The motion carried.

MOTION: by Mr. Byron

Move to add \$500 to Account 01-3509.92 PD Detail Unemployment Tax;

Move to add \$2,000 to Account 01-3509-93, PD Detail Worker's Compensation;

Move to add \$10,000 to Account 01-3509-95, PD Detail Vehicle Reimbursement

SECOND: by Mr. Keating

Mr. Pascucci asked if the Budget Committee has any official vote on revenues.

Mr. Byron commented it is a revenues discussion and the Budget Committee has never officially voted revenues.

Mrs. Couture indicated she will make those changes on the sheet if the Board of Selectmen have made those changes. She noted when we vote the bottom lines we will vote to accept what the Board of Selectmen has provided.

VOTE: 3-0-6

The motion carried.

Mr. Byron commented in keeping with the decision that the Budget Committee made for the school district, he is requesting to add back the \$30,000 for the salary plan in the town budget.

MOTION: by Mr. Byron

Move to add to Account 4155.1, Personnel Administration, \$30,000 for the town salary plan

SECOND: by Mr. Bourque

Mrs. Douglas commented when this was discussed last year it was stated the plan would be phased in.

VOTE: 2-6-1

The motion failed.

Mr. Keating believes the philosophy should be used for the town and school district.

Mrs. Couture indicated the warrant article reflected that this was a three year plan. She noted the discussion on table was that the Budget Committee was approving the warrant article, but not the wage structure. She commented it was a one-time \$30,000 amount, which was the rationale for taking it out of the budget.

8. COMMITTEE COMMENTS/OLD BUSINESS

639 • December 17 Agenda
640 Mrs. Couture announced the Budget Committee is a meeting ahead. She commented that the
641 options are the Budget Committee can meet on December 17 and begin bottom line number
642 approvals or we can meet in January instead and finish the process.

643
644 Mr. Peeples, Mr. Vaillancourt and Mr. Keating noted they have conflicts with December 17.

645
646 Mrs. Couture indicated that the Budget Committee will not meet on December 17 and meet
647 January 5 and 7, 2016 to vote on the budget bottom lines and warrant articles. She noted the
648 Budget Hearing is scheduled for January 14, 2016.

649
650 **9. PUBLIC INPUT**

651 There was no public input.

652
653 **10. ADJOURN**

654 **MOTION:** by Mrs. Douglas

655 *Move to adjourn*

656 **SECOND:** by Mr. Peeples

657 **VOTE: 9-0-0**

658
659 The meeting was adjourned at 9:50 p.m.

660
661 **Next Meeting:** Thursday, January 5, 2016

662 **Recorded by: Michele E. Flynn, Recording Secretary**

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