

**Town of Milton**  
**BUDGET COMMITTEE MEETING**  
**December 12, 2023**

**ATTENDANCE:**

**Members:** Laura Turgeon (Chair), Bob Carrier, Renata Gamache, Peg Hurd, Kim Wischnewski, Claudine Burnham, Mike Beaulieu

Excused: Stephanie Mills

**Staff:** Chief Richard Krauss- Milton Police Department

**Public:** Adam Houghton- Superintendent, Milton School District, Andy Rawson- Facilities Manager, Milton School District

Laura Turgeon, Chair, opened the session at 6:00PM.

**1.) Pledge of Allegiance:** Laura Turgeon, Chair, led the meeting in the Pledge of Allegiance.

**2.) Roll Call:**

- a. Ms. Turgeon, Chair, led the roll call of members to determine if a quorum was present. Laura Turgeon (Chair), Kimberly Wischnewski, Bob Carrier, Peg Hurd, Renata Gamache, Claudine Burnham, Mike Beaulieu. A quorum was present.

**3.) Review/Approval of Minutes:**

Ms. Hurd motioned to approve the November 28, 2023, minutes with corrections. Mr. Beaulieu seconded the motion.

**Laura Turgeon, Peg Hurd, Bob Carrier, Renata Gamache, Kim Wischnewski, Claudine Burnham, Mike Beaulieu voted Yes. Motion Carried – 7/0/0**

**4.) Review of School Proposed Budget:**

Ms. Turgeon thanked Mr. Houghton for his work on the budget and for attending the meeting.

Mr. Houghton explained the budget changes and revisions were based on information from November's School District expenditures and responses to questions from the Budget Committee.

Copier Lease: previously numbers presented did not match with the contract; Mr. Houghton adjusted the lease amounts to match the expenses.

Mid Umps/Refs Salaries: A previous question from the Budget Committee asked why the budget only reflected numbers for Mid Umps/Refs Salaries but nothing for High Umps/Refs Salaries. Mr. Houghton said ump/ref fees are charged to Mid Co-curricular umps/fees and High Co-curricular umps/fees. The proposed FY25 budget decreased by \$2,242 (with related FICS \$171.51) for a total of \$2,413.51 as the charge was now located in the Co-curricular umps/fees line.

Overtime Custodians: Mr. Houghton reviewed the 2023 Budget; ~\$16,000 was spent on Custodian OT. This line-item was underbudgeted for FY25; Mr. Houghton increased the FY25 budget by \$20,600 and includes a 4% increase in salaries and related FICA and NH Retirement costs.

Food Service: Mr. Houghton looked for ways to decrease this area. Previously the budget for this

area included \$44,474 to cover any overages in the Food Service line. He met with the Food Services vendor for explanations. The contract includes both a contractual cost (FY24 \$319,300) and a guaranteed cost cap (\$53,018) creating a maximum cost to the District for FY24 of \$372,318. Looking at the FY25 budget, the guaranteed cap cost has been charged to both the Food Service and the Transfer to Food Service areas. Mr. Houghton applied the guaranteed cap cost to the Transfer to Food Service line only and decreased that amount in the Food Services contracted line. He noted the School District is out to bid for the food services. The total reduction to FY25 food services budget is \$62,144.85.

Mr. Houghton said due to the above changes, they have been able to reduce the FY25 budget by \$43,735.88 which is just 0.8% increase over FY24 budget (difference of \$91,494.23). This is also \$18,214 below the default budget. Mr. Houghton said he reviews finances regularly with School Board members Peg Hurd and Katherine Ayers.

Ms. Turgeon asked about the issue of the excessive number of printers found in the schools. Mr. Houghton said since last year they have reduced the number of printers from 90 down to 35 and are looking to decrease that number even more.

Mr. Carrier asked about the increase in state adequacy aid. Mr. Houghton said they really pushed to have families complete the applications for free and reduced meals which made an impact on the amount. Mr. Carrier said he has never seen a proposed budget increase so low.

Ms. Turgeon said the Budget Committee asked Mr. Houghton to present a budget below the default and he delivered. She said she appreciates the hours Mr. Houghton and his teams have worked on the budget.

Ms. Wischniewski motioned to accept the FY25 Proposed Operating Budget for the Milton School District in the amount of \$11,613,974.70 which is \$18,214.38 below the default. Seconded by Ms. Hurd.

**Laura Turgeon, Peg Hurd, Bob Carrier, Kim Wischniewski, Claudine Burnham voted Yes; Mike Beaulieu and Ms. Gamache voted No. Motion Carried – 5/2/0**

#### **5.) Review changes of Town's Proposed Budget (including new Library phone expense):**

Chief Krauss presented the current proposed changes to the budget.

Sewer: The BOS added four items to the Contract Services line and moved the Licensed Plant Operator salary to the Professional Services line-item.

Insurance & Benefit: This was tabled.

Outside Appropriations: The BOS decreased Cornerstone VNA from \$5,652 to \$3,500. The change of \$2,152 was moved to WeCare Pantry which increased from \$5,000 to \$7,152. Chief Krauss said while Cornerstone does do a lot of good work, as of yet, they have not sent in any request. Ms. Burnham said the BOS brought Cornerstone back to the 2021 budgeted amount.

Chief Krauss said he will bring a procedure change to the BOS for their approval. At the beginning of the year, each organization will receive a notification informing them to request services, they

have to schedule a meeting with BOS after town vote in March to give a presentation on how many local people. He also noted, Cornerstone, American Legion and Homeless Center have not collected any funds this year.

Ms. Hurd motioned to approve the changes and the BOS proposed 2024 operating budget for Outside Appropriations. Seconded by Ms. Wischnewski.

**Laura Turgeon, Peg Hurd, Renata Gamache, Kim Wischnewski, Claudine Burnham voted Yes. Mike Beaulieu and Mr. Carrier voted No. Motion Carried – 5/2/0**

Ms. Turgeon asked Mr. Carrier why he voted no. Mr. Carrier said he would rather keep the food pantry at the original amount and move the funding back to Cornerstone. He also said the organizations will really take whatever we give to them. Ms. Turgeon said the food pantry is currently working to feed a lot of Milton residents. Mr. Carrier said there are many organizations within the area that also provide food. Ms. Hurd – while some places have pre-qualifications, WeCare does not. Ms. Turgeon – there are more food insecure people than most people think. Many places are hurting for donations. Cornerstone is great and provides great service – they also get paid. We are not taking anything away from them – they will still receive \$3,500. There is a history of giving them \$3,000 on a regular basis.

Mr. Carrier noted that while welfare is obligated to the town, these line-items are not obligated. He said the presentation from each of the organizations should provide information on the number of residents they currently serve. He questioned Ms. Turgeon and asked if she was asking him to vote no. Ms. Turgeon said she was only asking why.

Cemetery: Ms. Burnham said the BOS will vote on this; there are no final numbers yet.

Fire Department Copier: This is now in the TA budget. Chief Krauss said there is one single contract for TA & FD.

FD Contracted Services: Ms. Hurd motioned to accept the BOS proposed 24 operating budget for the FD Contracted Services in the amount of \$21,734. Seconded by Ms. Wischnewski.

**Laura Turgeon, Peg Hurd, Bob Carrier, Renata Gamache, Kim Wischnewski, Claudine Burnham, Mike Beaulieu voted Yes. Motion Carried – 7/0/0.**

Library: Ann Nute said the Library did receive a new phone bill; this line-item will change to \$1,464.

Ms. Hurd motioned to approve the change to \$1,464 for the Library Telephone. Seconded by Ms. Wischnewski.

**Laura Turgeon, Peg Hurd, Bob Carrier, Renata Gamache, Kim Wischnewski, Claudine Burnham, Mike Beaulieu voted Yes. Motion Carried – 7/0/0.**

Emergency Management: There are no changes.

Ms. Hurd motioned to approve the BOS 24 proposed operating budget for Emergency Management. Seconded by Ms. Wischnewski.

**Laura Turgeon, Peg Hurd, Bob Carrier, Renata Gamache, Kim Wischnewski, Claudine Burnham, Mike Beaulieu voted Yes. Motion Carried – 7/0/0.**

Budget Committee: Professional Services was previously voted on. Legal services are set at \$400. Ms. Hurd motioned to accept BOS 24 proposed operating budget for the Budget Committee Seconded by Ms. Wischnewski.

**Laura Turgeon, Peg Hurd, Bob Carrier, Renata Gamache, Kim Wischnewski, Claudine Burnham, Mike Beaulieu voted Yes. Motion Carried – 7/0/0.**

Mr. Carrier asked why the Budget Committee required \$400 for legal? Chief Krauss said they are required to post their public hearing in newspapers; this is used to cover those costs.

Retirement Deferred Comp: There are no changes at this point. It will depend on what happens with the assessing contract line-item. The overall budget will not change.

Assessing: Ms. Hurd motioned to accept the BOS 24 proposed operating budget. Seconded by Ms. Wischnewski.

**Laura Turgeon, Peg Hurd, Renata Gamache, Kim Wischnewski, Claudine Burnham voted Yes. Mike Beaulieu and Bob Carrier voted No. Motion Carried – 5/2/0.**

Mr. Carrier said he would like to see solid numbers before approving the contract assessor line. Ms. Turgeon said the BOS would like to use any extra money left in the budget to help pay down the assessor contract. They will not have this information until closer to year end. She said they could revote on this at a later date. Mr. Beaulieu agreed and said there really is no current pressure to vote on this; he would rather wait for the BOS.

**Ms. Hurd rescinded her original vote; Ms. Wischnewski rescinded her original second. The above vote was rescinded.**

Chief Krauss said the BOS did have their first reading of the Warrant Articles; he continues to work on them and is hoping to have numbers for the next BOS meeting. Ms. Turgeon said the committee should plan on finishing the town budget and the Warrant Articles at the December 28<sup>th</sup> meeting. Ms. Hurd said the School District will work on their Warrant Articles. Ms. Turgeon reminded the Budget Committee of upcoming deadlines.

Ms. Hurd said the School may not have the teacher contract by December 28<sup>th</sup> as it has been delayed this year. Ms. Hurd will check if these must be ratified first by the School Board.

Chief Krauss said the move to the new Town Hall should happen by December 27<sup>th</sup>. The Budget Committee meeting on December 28<sup>th</sup> will be held there.

**6.) Public Comments or Questions on Budget Committee Meeting Topics:**

There were no public comments.

**7.) Other business that may come before the board:**

There was no other business.

**8.) Next Regular BC Meeting:**

**December 28, 2023**

**9.) Adjournment:**

- a. Ms. Hurd motioned to adjourn at 7:42PM; Seconded by Ms. Wischnewski. All were in favor. Meeting adjourned.

**Respectfully Submitted,**

**Amy Winslow-Weiss, Recording Secretary – Budget Committee**