

Town of Milton
BUDGET COMMITTEE MEETING
September 27, 2022

ATTENDANCE:

Members: Laura Turgeon (Chair), Peg Hurd, Bob Carrier, Mike Beaulieu, Lisa Gautreau, Humphrey Williams, Stephanie Mills, Kimberly Ward

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

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 Ward, Lisa Gautreau, Humphrey Williams, Stephanie Mills, Peg Hurd, Bob Carrier. A quorum was present. Note: Mike Beaulieu joined the meeting after the Roll Call was taken.

3.) Review / Approve Minutes:

Minutes of August 23, 2022:

Ms. Hurd motioned to approve the August 23, 2022, minutes with corrections. Ms. Gautreau seconded the motion.

Roll call vote: **Ms. Gautreau, Mr. Williams, Ms. Turgeon, Ms. Hurd, and Mr. Carrier voted Yes. Ms. Ward and Ms. Mills abstained. Motion Carried – 5 / 0 / 2.**

Minutes of September 15, 2022, Joint Meeting with BOS:

Ms. Hurd motioned to approve the September 15, 2022, minutes with corrections. Ms. Gautreau seconded the motion.

Roll call vote: **Ms. Ward, Ms. Gautreau, Mr. Williams, Ms. Turgeon, Ms. Mills, Ms. Hurd, Mr. Carrier voted Yes. Motion Carried – 7 / 0 / 0**

4.) BC Business Conduct and Participation:

Mr. Williams provided an overview of the budgeting process, along with training on the excel spreadsheets used by department heads and committees for budgeting purposes. Mr. Carrier provided a summary of the numbers and expressed his concern there were no presentations from committees/departments including assessing and planning during the recent joint BOS/Budget meeting.

Mr. Williams explained the two big-ticket item areas are the Fire Department and Highway. There are still many questions and concerns to be addressed as the budgeting process continues. He also said there had been a suggestion offered from the recent BOS meeting that for 2023, all increases in expenses be put into one Warrant Article for the town to vote on. The Budget Committee cannot put forth a Warrant Article but can recommend/not recommend them. All budgets are approved through the Budget Committee, while the default budgets are through the BOS. Mr. Williams explained to the committee how default budgets come to fruition by looking at

prior years' budgets and adding contracted items, salaries, and professional services. From the recent Department presentations, the projected 2023 budget is 6.12% over the default. He suggested committee members read through two resources provided on the town website – Understanding NH Property Taxes and Demystifying the Tax Rates. It should also be noted the town has one general fund that serves the town and school and for payment to the county.

5.) Town Expenditure Reports:

Mr. Williams reviewed the Expenditure report. We are at the 2/3 year-to-date mark. Regarding the Cemetery area – all expenditures are covered through perpetual care, funerals, etc. The Sanitary department is the same way so while the area is currently over budget, this will be covered through received revenues. Planning and Zoning will be over; however, fees are collected through permit applications to offset costs.

It was also noted that the Town Clerk's budget is over for this year. This is due to the one-time payout to the former Town Clerk upon her retirement. The Town Clerk had saved up leave time.

Mr. Williams said the committee could vote on their 2023 budget. The two line items are Professional Services at \$1,500 and Legal Fees at \$400 for a total budget of \$1,900 (plus two \$1.00 line items). While Mr. Carrier, Ms. Gautreau, and Mr. Beaulieu recommended leaving Professional Services at \$1,500, Ms. Turgeon said how can we ask other Committees/Departments to drop their budgets if we do not do the same?

Mr. Beaulieu motioned to keep Professional Services at \$1,500 and to keep the Budget Committee 2023 budget at \$1,900. Ms. Hurd seconded the motion.

Roll call vote: **Mr. Beaulieu, Mr. Carrier, Ms. Mills, Ms. Gautreau, Ms. Ward, Ms. Hurd voted Yes. Mr. Williams and Ms. Turgeon voted No. Motion Carried – 6 / 2 / 0.**

Mr. Carrier presented a summary of his concerns for review by the Budget Committee. Ms. Turgeon said it is time to start having individual department heads attend upcoming meetings for a further in-depth review of their 2023 projected budgets. She would like to start with the Fire Department and Highway Department as they are the two with the largest increases. There will also be an additional joint meeting with BOS in November.

6.) School Expenditure Report, Revenue, and Grant Reports:

Ms. Hurd reviewed the current overages in the School Expenditure report. There are still some adjustments needed for the report. Ms. Turgeon expressed her appreciation for and great confidence in Adam Houghton as he is right on top of everything. She also said Mackenzie is doing a phenomenal job, even though he is still learning, this year is moving along much more smoothly than in previous years. She questioned if the school is up to date with grants. Ms. Hurd explained both Adam Houghton and Jen Leavitt are working on grants. Adam and Peg continue to work together to fix problem areas.

Mr. Beaulieu asked if the school was now fully staffed. Ms. Hurd said they are only missing one teacher. Ms. Turgeon – Milton is doing much better than many surrounding communities regarding staffing. Ms. Hurd said this was due to Adam Houghton.

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

- a.) Capital Improvement Program Committee Member: Ms. Gautreau - There will be a public hearing on October 13th (and October 19th if a second hearing is needed).
- b.) Ms. Hurd – the Lewis Nute School Improvement Fund: Ms. Hurd was told via Mr. Jonathan Nute the School District would be able to access the interest from this account (this year's interest amounts to \$49,000). Her understanding is this money can be used for maintenance and repairs of the Library. The School Board approved using this money. Ms. Hurd attended a recent Library Trustee meeting – the Trustees said they were unaware and knew nothing about this account. The repairs are needed for the Library ceiling – cupola, tiles, etc. Mr. Williams will have Chris Jacobs check further into this.

8.) Public Comments or Questions on Budget Committee Meeting Topics: There were none.

9.) Next Meeting: October 25, 2022

10.) Adjournment:

- a. Ms. Turgeon stated she would entertain a motion to conclude the meeting.
- b. Ms. Hurd motioned to adjourn at 8:08 PM; Seconded by Ms. Gautreau. All were in favor. Meeting adjourned.

Respectfully Submitted,

Amy Winslow-Weiss, Recording Secretary – Budget Committee