

Budget Committee
Milton, New Hampshire
Regular Monthly Meeting Minutes
Tuesday, August 16, 2016

The Chairman opened the meeting at 6:02 pm.

The meeting was held downstairs (Emma Ramsey Center). The Chairman had the key, but did not have the code for the alarm system.

Roll Call: Chairman Larry Brown, Bob Carrier, Dennis Wing, Caitlin Magargee, Stan Nadeau (Water District Rep.) Excused: Mike Beaulieu, Tom McDougall, Maureen Steer, Absent Lue Snyder. A quorum was present.

The Pledge of Allegiance was recited.

Approval of Minutes: Stan Nadeau made the motion to table the minutes till the next meeting when there will be more members present second by Dennis Wing. Motion passed (5-0).

By-Laws: Caitlin Magargee sent a copy to the committee changes to the by-laws for the Committee to Consider.

The Chairman suggested that we postpone this to the next meeting so Caitlin can speak to the changes when more members will be present. Caitlin will send a copy to Bob Carrier who has just been appointed to the committee.

Board of Selectman Report: Selectman Beaulieu was unable to attend the meeting.

Chairman Larry Brown There is a meeting Wed. August 17,2016. This possibly the introduction of the new Town Administrator and the formal vote to approve her.

The July expenditure report is at 28% the Town is doing well. There were questions raised about the percentage we are in the 7th month we should be about 50% spent. It may mean major expenses are being held off. The percentage indicated –possibly 41%. We expect the Selectman rep. to have those numbers in September.

There are repairs being made at the Hwy Dept.

The question of expense to the Town Budget for carpeting or other types of flooring is still being worked out.

Bob Carrier handed out the Town warrants (property taxes) and estimated revenues from the MS-737 form and the final expenditure report for 2015.

Bob explained the property tax for the first half were collected in 2014, but the second half taxes for 2014 were reported in the 2015 report due to DRA not setting the tax on time. The total town revenues for 2015 were up more than anticipated, but the confusion comes in when the Est. revenue property tax line shows a different number. Stan Nadeau the expenses don't make any sense. According to my calculations were \$800,000 uncollected taxes. I need to have this explained in more detail.

Chairman Larry Brown the Town has been able to meet its obligations without taking a TANS. The Selectman's Rep. needs to review the \$800,000 gap in the 2015 budget new Town Administrator needs a copy and she and the Selectman can get an answer for September meeting.

Dennis Wing I did a 91A today regarding the carpeting. I wanted to see the copy of the report from the company that did the quality control if it was prior to the budget season I don't see what's unanticipated that they could have budgeted for it.

Stan Nadeau When we sat at the Selectman's meeting about the budget, I ask them what else are going to take out of it. They said not another dime can come out of this budget and were in a default budget.

Chairman Larry Brown the default budget is that the Town of Milton has full line item transfer operating budget authority. When the default number is approved it becomes the operating budget.

The Selectman have an executive policy authority to set out what they see is prudent expenses.

Dennis Wing went to the Town Hall to get some information on the transfer station and Public Works issue between the 2 based on very rough numbers \$28,000 coming out whatever account. At the Selectman's meeting I ask Pat Smith how much will it cost and where is the money coming from. Pat Smith the costs would be about \$10,000, meanwhile Mike Beaulieu wants to spend \$18,000 dollars to redo the flooring in the town hall. I have to presume that it's coming out of Gov't Buildings, too look at what's being done at the Public Works garage there's no accountability I know it's just happening.

Note: This is the addition that was attached to the main garage for 18 years and has separated from the main building causing it to become a hazard to the employees. There was a warrant article to fix this, but it was voted down.

Perkins concrete donate the slab at cost. The lumber was donated by Fred Cameron at cost.

Chairman Larry Brown Pat Smith needed to bring to the attention to the Selectman the condition of the addition the health hazard it represents to the Selectman and the public that this is his plan. This for transparency and accountability.

School District Report: Bob Carrier sent out reports Final 15/16 revenue and Expenditure reports.

It was noted by Nathan Castle Business Administrator that revenues are and expenses are still coming in and we won't be finalize until the DOE-25 is done.

The current Amount remaining is \$246,242.24.

The School has an opportunity to get a sig grant Federal money is available. The School needs to apply for it.

Bob Carrier handed out the Final School Revenue & Expenditure report for 15/16 and the preliminary draw down schedule.

Bob explained that the town portion for the school in the revenue report is over \$6,000,000 and that it will come from property taxes and the Adequate grant which is about \$3,000,000 and other revenues that come in.

This is listed in the MS-27 form. People think they pay the \$9,000,000 they don't, otherwise we would not be able to fund the School or the Town budget.

There were no discussions on the expense report.

Chairman Larry Brown is hoping to get a figure by asking for the total of every grant that we get what the dollar value is. He feels this is an awkward way of doing business, but because of the finance law you have to by law raise and appropriate even if the money is coming to you for free.

New Business:

Chairman Larry Brown has drafted a Milton School District Totals Template for review of the basic budget,

The Chairman went over the draft for the committee.

The total voter approved budget, the total "books closed" budget for the fiscal year ended.

The total # of teachers and costs, the total # of “direct student services” aids/paraprofessionals and the costs for that district, grants, contract services, vendors and the dollar amount associated with the program or products etc.

The Chair ask the committee to look it over see if it makes sense for what you want to find out about the budget and to think what questions you would like in the same format to put together for the town.

Members Comments:

Bob Carrier I’ve been trying to match the revenues with the budgets and I have not been able to do it. The warrants and the estimated revenues are confusing.

Caitlin Magargee We can’t have a real discussion on any of this because the numbers don’t add up. If the Town Administrator could sit down with us to clear this up.

How about one paper saying. In 2015 we built this and we got that.

Our concern is the future budget, tracking past year and current year.

What we are missing is matrix there’s no standard year to year month to month the top 5 things we look at are they good or are they bad.

Step 1 is to get good data.

Step 2 is what is your goal is not to over spend the budget and get a budget that will pass.

Present it in such a way that people will understand this budget is more than last years budget the costs are going up.

The TA comes in with a draft. The first chart would be the big account numbers, how much we had budgeted

how much we spent were they higher or lower than expected?

What is this year budget vs last year’s budget.

The next thing would be that line doesn’t seem right you ask for more details from the dept head.

Chairman Larry Brown the question is did the tax revenues for the calendar year exceed the 2015 Town Budget costs and the answer is yes because the town has been able to raise its unexpected fund balance without a TANS (Tax anticipation notes).

My objection to the tremendous detail of the school district the tremendous amount of detail blocks out information transfer information to meaning is needed, looking at the template the # of people employed and the total cost of salaries will make it harder for somebody looking for the detail of this line that it was overspent.

Dennis Wing the numbers are useless to me I’m having a hard time trying to keep track of what I understand. I’m wondering why we don’t get detail reports, If we have a significant event this dept spent X amount of dollars on this one time where’s the discrepancies, where are the highlights. I like personally like to see detail reports so I can track them all, so if I have a question for the Selectman and based on the information I’ve been provided it wouldn’t make sense to me.

When somebody donates a service, waiver or goods to the Town, The Selectmen must acknowledge it at a public meeting. They have to vote to accept the gift from a private citizen and does this apply to individual businesses as well? If somebody is providing a gift of service or supply or waiver to the garage expansion, those gifts also supposed to be acknowledge before.

The Town don’t have the accountability over the quality of service or the quality of the product.

Stan Nadeau we have a history of 2014-15 and you can see whether or not the percentage increased or not.

Their going to give you one lump sum this way we can see what we generated ourselves and we can see what the DRA set is even adequate or too much, there are ways at looking at things.

This is a bottom line budget the line items are there to keep track of what is spent for transparency if you spend more on that line it should go in the red.

Recap:

Selectmen

- To find out where the expenses are relative to the 28% spent in the July expense report.
- Town Administrator explain how revenues relative to past and current budgets.
- Meeting Minutes for June 21st, 2016 tabled.
- Questions on procedures in projects being considered or in process that are not budgeted.

School Board

- To get the final report for the 15/16 school year as soon as all revenue and expenses for the School calendar year 15/16 books are closed.
- Negotiations ongoing for Superintendent Services.

Adjourn: Stan Nadeau made the motion second by Larry Brown motion passed. (5-0) at 7:17 pm.

Note: This meeting was not videotaped.

Submitted by: Bob Carrier Date Approved: _____

These are draft minutes until approved. Chairman Larry Brown: _____
