

1
2
3 **Minutes of**
4 **Litchfield Budget Committee Meeting**

5 **Held on April 23, 2009**
6

7 The Litchfield Budget Committee held a meeting on Thursday April 23, 2009 at
8 Campbell High School, 1 Highlander Court, Litchfield, NH 03052.
9

10 **PRESENT:** J Harte (Vice Chairman), M Falzone, B Spencer, P Parker, J Guerette
11 (School Board Representative), G Lambert (Board of Selectmen Representative)
12

13 **ABSENT:** B Lemire (Chairman), R Peeples
14

15 Mr. Harte called the meeting to order at 7:04 p.m.
16

17 **1. PUBLIC INPUT**

18 There was no public input.
19

20 **2. APPROVAL OF MINUTES**

21 **MOTION:** by Mr. Lambert

22 *Move to approve the minutes of the Budget Committee meeting on March 27, 2009*

23 **SECOND:** Mr. Spencer

24 Mr. Parker proposed an amendment and the minutes were accepted as amended.

25 **VOTE:** 6-0-0

26 **The motion carried.**
27

28 **3. TOWN BUSINESS**

29 Mr. Lambert handed out a copy of the official final town actual and budgeted
30 expenses for 2007 and 2008. Mr. Harte offered to scan these and send an electronic
31 copy to everyone on the Committee.

32 *Action: Mr. Harte*
33

34 Mr. Lambert also handed out the Actual and Budgeted Expense and Encumbrances
35 report dated April 22, 2009, explaining the cuts made by the Board of Selectmen as a
36 result of feedback from the department heads are included in these figures. Mr. Harte
37 requested a report which showed which accounts have been amended and by how
38 much.

39 *Action Mr. Lambert.*
40

41 Mr. Lambert confirmed that the police cruiser is still in the budget and there was a
42 brief discussion on whether leasing will be an option for this.
43

44 In response to a query raised by Mr. Harte on whether the road maintenance budget
45 will be sufficient, Mr. Lambert explained the Board of Selectmen has moved some
46 money from contingency back into the road budget for Woodhawk. There followed a

1 discussion on the amount left in the budget and what work the Board of Selectmen
2 has decided could be done this year.

3
4 Mr. Lambert reported there is potentially an issue regarding the paramedic training
5 warrant as this has not been made a special non lapsing warrant, and there was
6 discussion regarding whether the money should be encumbered or whether \$7,000
7 should be put into the budget for this. There was also discussion on wages for filling
8 in while the training is taking place, with Mr. Spencer explaining those could not be
9 encumbered.

10
11 Mr. Lambert explained that he could not answer Mr. Lemire's query from the March
12 meeting pertaining to the police prosecutor as yet as the Board of Selectmen is
13 awaiting a response from the Police Chief.

14 ***Outstanding action: Mr. Lambert.***

15
16 Mr. Spencer brought current expenditure of Vendor Payments to attention of Mr.
17 Harte, suggesting the Committee keep an eye on this.

18
19 In response to an outstanding query relating to funding from the JAG program, Mr.
20 Lambert reported the Board of Selectmen is looking at possibly purchasing a car.

21
22 In response to a request from Mr. Harte, Mr. Lambert provided a status report on the
23 hiring of an assistant to the Board of Selectmen. He stated that more information will
24 be available after April 27, 2009.

25
26 In response to a query from Mr. Falzone, Mr. Lambert reported the incinerator will no
27 longer be operational from the end of 2010. Mr. Lambert reported that a Solid Waste
28 sub-committee is working on a plan and has reviewed a number of alternatives. He
29 provided an update on the current progress of the group but stated he was unsure of
30 the date Board of Selectmen has identified for the final proposal. There was a
31 discussion about where the costs for this are within the budget and Mr. Spencer made
32 a formal request on behalf of the Committee that the schedule be presented at the next
33 Budget Committee meeting in May and pointed out the Committee need to start
34 hearing about the overall plan by September 2009 at the latest. It was suggested the
35 town also needs to talk about a warrant article versus putting this in the operating
36 budget. ***Action: Mr. Lambert***

37
38 **4. SCHOOL BUSINESS**

39 Mr. Guerrette Jason spoke about raises which were discussed at the last School Board
40 meeting, but could not provide specific information. Mr. Spencer requested more
41 information on raises for non contracted employees.

42 ***Action: Mr. Guerrette***

43
44 Mr. Guerrette handed out the 2009/10 enrolment numbers which had been requested
45 at the previous meeting. He reported the figures are down 11 as of March 27, 2009.
46 Mr. Guerrette agreed to provide copies of the enrolment figures for the Committee.

1 Mr. Harte also requested copies of the following reports for the Committee:
2 Superintendent's, Actuals and Business.

3 *Action: Mr. Guerrette*

4
5 There was discussion about the required number of copies of each report, and it was
6 clarified for Mr. Guerrette that the Committee would prefer hard copy of all reports (3
7 copies of the detailed report and 8 copies of the others). Mr. Harte offered to scan
8 copies of the current reports for this month and distribute them electronically.

9
10 In response to a request for an update on Stimulus money for the schools, Mr.
11 Guerrette reported there was no change in this but that the Superintendent is still
12 pursuing this.

13
14 Mr. Spencer requested information on the head count for the School District for the
15 current year and prior two years. He handed out a copy of his request and read it for
16 the record (copy attached to the minutes). He clarified that this should include total
17 head count, and head count for staff broken down by category i.e. teachers, SAU,
18 part-time staff, administration, monitors etc. Mr. Spencer explained he would like to
19 see how the numbers have changed and any format allowing comparison would be
20 acceptable.

21 *Action: Mr. Guerrette*

22
23 There was a discussion on the "No Child Left Behind" law and the criteria for
24 meeting the requirements of the law as well as some of the penalties for not meeting
25 the requirements.

26
27 There was a brief general discussion on curriculum updating.

28
29 Mr. Spencer asked whether the School Board could provide the Budget Committee
30 with the number of teachers who would currently be eligible for the 'good
31 attendance' payment proposed in the teachers' contract.

32 *Action: Mr. Guerrette*

33
34 **5. MEMBER INPUT**

35 Mr. Spencer raised the issue of when the Budget Committee had received information
36 on the School and Town union contracts last year. He pointed out the Committee had
37 not had the time to review the contracts last year, stating he was concerned about
38 retroactive raises. He asked if the Committee wished to have a discussion on
39 contracts to provide input to the negotiation committees. There followed a discussion
40 and it was the general feeling of the Committee that this was a good idea but they
41 were unsure whether it is part of their remit. It was agreed they should schedule this
42 for discussion at the next meeting. It was pointed out that copies of the contracts are
43 available on the Town and School web sites.

44
45 • **Upcoming meetings**

46 ○ May , 2009

1 **MOTION:** by Mr. Falzone

2 *Move to adjourn the meeting*

3 **SECOND:** Mr. Parker

4 **VOTE:** 6-0-0

5 **The motion carried unanimously and the meeting adjourned at 8:20 p.m.**

6

7

8

9

10

11

12 **Minutes by:** *Mrs. Sandra Maxwell (Recording Secretary)*