

**TOWN OF CHESTERFIELD
BUDGET COMMITTEE
MEETING MINUTES
JANUARY 6, 2015**

Present: John Koopmann, Vice Chair, Steve Buckley, Spofford Fire Precinct Rep.; Rick Cooper, Chesterfield Fire & Rescue Precinct Rep.; Dan Cotter, Richard Kalich, Steve Laskowski, Jon McKeon, Selectmen's Rep.; Susan Newcomer, Carol Wheeler and Rick Carrier, Town Administrator. Marty Mahoney, School Board Representative (arrived at 7:22 p.m.)

Absent: Judy Idelkope, Charlie Perry, Bayard Tracy

John called the meeting to order at 7:02 PM.

Rich moved to approve the minutes of December 16, 2014 as amended. The motion was seconded by Rick Cooper and passed unanimously.

Executive – Rich asked about the percentage differences various positions was driven by their scale or driven by performance. Jon replied that they are driven by both and also by the extra week added to the year. John inquired as to the possibility of expanding of hours in the town offices to include Friday and Saturday. Jon replied that a general survey is being conducted on the traffic flow. Susan asked if the computer equipment and software were new or updating. Jon replied that it is for updating of existing equipment. Rick Carrier added that Quickbooks is replaced every three years. Rick will look into the telephone/internet to verify the 16.7% increase. The 60% decrease of Supervisor of the Checklist is due to fewer elections.

Parks & Recreation – Dan inquired as to using their website for advertising. Jon replied that P&R does not currently have a website. According to Parks & Recreation notes the advertising was being used for positions and the website would be used for on-line program registrations. Dan had a concern of having revenue available to offset the expense. Rich stated that he feels the Budget Committee should be in support of the P&R with their new initiatives. He added that in 2012 they had a \$30,000 surplus, in 2013 that decreased to \$22,000, a decrease to \$16,000 in 2014 and they have a deficit budget of \$8,000. He would also like to see senior programs offered. The committee noted an increase in the director salary and issues with the cottage, which will cost the town money to create value.

Capital Reserve Fund & Expendable Trust Deposits – Jon noted that the increase in the revaluation was due to the amount being cut last year. If funds are not added to the fund, the town won't have enough money in the capital reserve fund for the revaluation when it's time to do it.

Estimated Revenues for 2015 - Jon noted that the changes are charges for services. Code Enforcement increased in building permits. Rick Carrier reported receipt of \$170,000 from State Meals & Rooms, \$40,000-50,000 from Trustees of Trust Fund for Capital Reserve Funds received in December. Rick added that the Highway Dept. will be purchasing a backhoe for approximately \$120,000 out of the Capital Reserve Fund, which shows up in revenue.

Warrant Articles – Jon reported the Library Parking Lot alteration and repaving bids came in with a low bid of \$43,000, which will be greater for hiring soils engineer for compacting testing, which could bring the total amount to \$50,000. The start date for the project is set for June 22.

Susan reopened the minutes of December 16 for school corrections. Marty seconded the motion, which passed.

Steve approved the minutes as further amended. It was seconded by Susan, which passed unanimously.

Marty stated that the school budget will be finalized on January 12 and the books will be available at the Town Offices on January 15. Marty will get the books to the school on January 16. Marty reported that the school budget will approximately 3% less than last year's budget, having less high school and special education students.

Rick Cooper reported having received the Mutual Aid bill for the Fire Precinct.

Jon reported that the town is at \$150,000 to the good for the operating budget.

The next meeting will be January 13th. The meeting adjourned at 7:53 p.m.

Respectfully Submitted,

Patricia Grace
Acting Secretary