

Budget Recommendations Committee

Final Minutes

September 24, 2014

Call meeting to Order

Chairman Corey Stevens called the meeting to order at 6:30 pm in the Nowak Room of the Exeter Town Offices building. Introduced the Committee: Dr. Anthony Zwaan, William Campbell, Allan Corey, Harry Thayer, Chairman Corey Stevens, Francine Hall, Chairman Bob Kelly, Robert Wentworth, Judy Rowan, Stephanie Canty, Peter Lennon and Phil Johnson. Other members not present were Don Woodward, Nelson Lourenco, and Rob Corson.

Also present was Town Manager Russell Dean, as well as Finance Director Doreen Ravell, and Staff Accountant Laura Hill. The Board of Selectmen were also present: Chairwoman Julie Gilman, Selectwoman Nancy Belanger, Selectwoman Ann Surman, Selectman Don Clement and Vice Chair Dan Chartrand.

1. Opening Comments

Chairman Stevens opened by stating that the meeting is to focus mostly on the budget. The committee will hear from the town manager tonight then over the next month they will work on their sub-committees. In late October the committee will start their next meeting to review the budget.

2. Old Business

- **Follow up from work groups**

Information is ongoing.

- **Human Services**

Looked at making sure that the application for human service request was giving what was expected from it. Mr. Woodward is not in attendance to give more information.

- **Policies and Procedures**

Discussion ensued regarding the existing policy and procedure for residents to volunteer for the position as well as the Board of Selectman's position in the selecting process. Also the vetting process was mentioned as well as the specific number of people who can be on the committee.

Vice chair Thayer stated that if you have less than 15 people on the committee then it might have issue as someone will have to sit on two sub-committees as there are 5 major departments, 5 sub-committees each one with 3 people on it. Ms. Hall stated that there is a volunteer form that the town has that clearly states the procedure.

Selectwoman Surman explained more in depth regarding the process and why there is so many people. She mentioned how the Board of Selectmen has a say regarding the people who show an interest to serve.

Selectman Clement mentioned how the slate covers a lot and how in a way it has been a sense that the selectmen are in charge to bring a slate.

Vice Chair Chartrand from the Board of Selectmen said that whatever the committee desires to push forward he supports.

Motion made by Mr. Campbell to replace the language in paragraph 2, seconded by Mr. Johnson. Paragraph 2 in the composition of the Budget Recommendations Committee was recommended to add the word “new” in front of the word “candidates”, as well as changing chair to “vice-chair” and replacing the word “will be” to “may”. Motion carried-all in favor.

Motion made by Mr. Campbell to accept the entire document as a whole as revised, second by Mr. Wentworth. Motion carried- all in favor except Mr. Corey.

3. Review of 2015 Draft Budget

- Presentation was given by Town Manager Dean. (See Budget request and preliminary budget report) He mentioned how that there are not many sources to begin with for the revenue of the town. The total general fund of the preliminary budget has seen an increase of 3.72% over the FY14 adopted budget. The cost of living adjustment was mentioned on page 3 as well as the benefits.

The general government was covered as well as the Planning and Building department, Historic district commission, the economic development, the Police and Fire, as well as Public Works, DPW, Welfare/human services, Parks/ Rec, Other/ Vehicles/ Equipment, Debt Service, and Benefits/ Taxes.

Warrant Articles were itemized for discussion which included: the Human Service Agency Funding, the street sweeper lease/ purchase, fire department alarm truck lease/purchase, the town hall egress staircase and the wiring, library renovation, total general fund appropriation, bond issue and deferrals.

- Question and Answer portion with the Budget Committee members. Discussion ensued regarding the debt service budget as well as the Great Dam removal bond.

Mr. Dean and Dr. Zwaan discussed in depth the debt service and the implication of the actual cost.

Mr. Dean and Mr. Campbell discuss the warrant articles.

Chairman Stevens stated how Mike does a great job at the Parks and Rec and how it would be nice if the background of the revolving fund could be explained. Mr. Dean told how some of the concerns is capital planning and the sustainability of the maintenance items.

Vice chair Thayer asked about the retirement benefit, whether it will be a warrant article. Mr. Dean stated that it is time to look at it.

Mr. Wentworth spoke on the debt service issue and that his idea of the role of the budget recommendation committee is to advise the selectmen by reviewing assignments that are receive by the chair, and that he would like some assurance as to his assignment. Discussion ensued between him and Selectman Clement.

4. Other Business to be brought before the Committee

Next meeting is Wednesday October 22cd, 6:30 pm at town offices.

Chairman Stevens adjourned the meeting at 8:41 pm.

Respectfully submitted,

Brigitte Nelcoski, Recording Secretary