

**MINUTES OF MEETING  
MUNICIPAL BUDGET COMMITTEE  
October 29, 2007**

A meeting of the Municipal Budget Committee was called to order at 6:30 PM in the Meeting Room at the Conway Town Hall with the following members present: Chairperson Melissa Stacey, Robert Drinkhall, Pat Libby, Betty Boucher, James LeFebvre, George Fredette, Rick Paquette and Bill Jones. Also present were Earl Sires, Dick Klement and Sheryl Kovalik.

Chairman Stacey handed out the following documents to the members present: Agenda; Budget Committee Member Phone Tree; Budget Committee Minutes for June 25, 2007; Budget Committee Minutes for September 19, 2007; Memorandum from Dr. Nelson with proposed dates for the School Budget Review; Memorandum from Dr. Nelson with the Conway School Budget as it now stands attached; Better Relations Subcommittee Minutes dated September 7, 2007; and Better Relations Subcommittee Minutes dated October 23, 2007.

Chairman Stacey passed the Member Phone Tree around for each member to verify that their information was correct and, if not, make the appropriate change. Chairman asked that if last year's book was not being used it should be returned to Karen Hallowell as soon as possible as the tabs for the budget books cost \$25.00.

Chairman Stacey reminded the Committee that the meeting with the Non-Profits was scheduled for Saturday, February 2, 2007 at 9:00 AM at the Town Hall. In an effort to save money, all forms for the Non-Profits are on-line and can be obtained at [www.conwaynh.org](http://www.conwaynh.org). All Non-Profit forms must be received by January 11, 2008 and February 12, 2008 is the last day for receipt of the Petitions.

Rick Paquette stated that he would like to have the Minutes forwarded by e-mail to all members in order to have a chance to review same prior to meetings; would save postage. Chairman Stacey instructed the Recording Secretary to e-mail the Minutes to all members and request Karen Hallowell to forward a hard copy to those that do not have e-mail.

Chairman Stacey stated that the members should try to make the budget meetings for the school. The top of the Memorandum from Dr. Nelson with proposed dates for the School Budget review will have added to it: "Municipal Budget Committee may attend the following meetings". George Fredette stated the plan was to get the budgets to Town Hall at the same time they are sent out to School Board members; will have time to look over; get ahead start. James LeFebvre asked when the budgets were usually sent out and George stated about a week ahead of time.

Chairman Stacey requested that this Committee set the schedule for budget reviews. On November 6, 2007 the Selectmen will get their first glimpse of the Town budget and it should come to the Budget Committee on or about December 14, 2007. Pat Libby stated that she thought the Town budget

would be ready on December 10<sup>th</sup>. Chairman stated the 18<sup>th</sup> was the original assumption; Karen's planning on the Friday before for availability. Bill Jones asked if it would be available for pick up and Chairman stated it would be available. Bill Jones stated he was confused on the date to pick up the Town budget.

Chairman Stacey advised that the next meeting of this Committee would be on December 17<sup>th</sup>, not the 18<sup>th</sup>, it will be at the Town Hall unless there is a conflict with ZBA. Chairman asked if a meeting should be scheduled for December 19<sup>th</sup> and Bill Jones stated it could always be cancelled. James LeFebvre stated it should be scheduled.

Chairman Stacey advised that the School Board hoped to vote on the budget the night of December 10<sup>th</sup> and asked George Fredette when he thought this Committee would have a copy. George stated shortly thereafter. Chairman scheduled December 19<sup>th</sup> to review the School budget. Rick Paquette stated meetings should not be predicated on just one person's ability to attend. Chairman proposed the following meeting dates: January 2<sup>nd</sup>, 7<sup>th</sup>, 9<sup>th</sup>, 14<sup>th</sup>, 16<sup>th</sup>, 23<sup>rd</sup>, 28<sup>th</sup>, and 30<sup>th</sup>; February 4<sup>th</sup> and 6<sup>th</sup>; the following week is the public hearings. George Fredette stated that the 9<sup>th</sup> and 23<sup>rd</sup> are School Board Meetings so there would be no one available. Chairman inquired about February 11<sup>th</sup> and 13<sup>th</sup> and James LeFebvre stated same should be scheduled just in case they are needed. Chairman suggested February 20<sup>th</sup> for voting and requested input for voting all in one night or two nights; could always meet after the hearings. Rick Paquette stated in the past have often had impromptu meetings after the public hearings to discuss issues that came up on the floor. Chairman suggested getting through as much as possible on the 13<sup>th</sup> and finish up on the 20<sup>th</sup>. Chairman stated the Town meeting is March 3<sup>rd</sup> with the School first and on March 5<sup>th</sup> the Town; voting day is April 8<sup>th</sup>.

Chairman Stacey brought the members up-to-date on the letter to the Selectman concerning the School Default Budget. She advised that the letter sent to the School the first time did not have the attachments, they did not come through when faxed, so everything was re-faxed. The Selectmen's letter to the School Board was read by the Chairman (see copy in the Budget Committee file). Pat Libby asked who the letter went to and the Chairman stated to the School Board. George Fredette stated the response was sent to Earl (Sires) in a timely fashion. Chairman read the School Board response (see copy in the Budget Committee file). Chairman stated the School Board response was received on October 11<sup>th</sup>; copies would be made available to the members. Pat Libby asked Earl Sires what the Selectmen have decided to do and Earl stated it was on their Agenda for the November 6<sup>th</sup> meeting, same day they will receive the budget for the Town. Rick Paquette asked for the time of the Selectmen's Meeting and Earl stated 4:00 PM.

Rick Paquette stated that with some of the Budget Committee members not present at this meeting, it was difficult to comment without them present. Pat Libby stated that Carl's answer does not necessarily change the questions asked of Earl to ask the counsel. Betty Boucher asked if it was mandatory to go to the Selectmen first and Earl Sires stated that is the way it has been done, run through the Selectmen first. Betty asked if

they decide not to proceed, what do we do and Earl stated to let him check first.

Rick Paquette stated that maybe this issue should be saved for another time, but in his memory when the voters and this Committee talked about providing funds in the Park irrigation, he didn't remember that this would be a sports field. When driving through town, wonder what was decided: a sports field we will develop or unused. Earl Sires stated the North Conway Community Center has touch football, flag football using the field. Rick stated when teams play a game or practice, there is no access to the field. Grass grows in inches and die in the foot. Earl stated federal funds that came to Mount Washington Valley Preservation not town funds were spent. Rick stated if there are a number of unused sports fields paid for by the Town and not being used, he failed to understand the taking away of the Park from the center of town; maybe the Town should stop paying for the playing fields around town.

Betty Boucher asked when the North Conway Recreation is using that field and if something is damaged or someone is hurt, is there insurance to cover same. Earl Sires stated it depends; they do have liability insurance; basically up to the attorneys.

George Fredette stated all fields are used at the Middle School site; have not been unused; there will be less use when the High School transitions. Middle School has been squeezed off the fields because of the High School. Rick Paquette asked about the number of Soccer Fields and George stated 9 or 10. The fields are still going to get used; School fields are not unused. Rick asked if there was 100% use and George replied that he would have to talk to the coaches and Athletic Director. Rick stated when he drives down Route 16 the Soccer fields are empty. George stated all sports used those fields this fall. Rick stated if not full use of the fields, that is a problem for the community. George stated he had a problem using "unused". Rick stated "partially unused" and George stated that was okay.

Chairman Stacey advised the members of the meetings with Sheryl Kovalik and Dick Klement. At the first meeting, the subcommittee discussed issues they are hoping to accomplish with 4 person committee; hopeful to keep all meetings civil with no name calling, yelling or screaming, keep it nice. Discussed maintenance trust funds; 10-year plans for different technology to upgrade. One of the things the Chairman was asked to bring to this Committee was to consider taking the Default Petition off this year and put it on next year. At the second meeting which Karen Umberger did attend, talked about Warrant Articles, list of items from principals, maintenance for 10 years on their buildings; compromise between School Board and Town; different way the Town does its budget and how this Committee finds it easier to review it that way. It was requested that this Committee try to make the School Board meetings. Sheryl Kovalik stated she understood this Committee deals with drafts from the Town; not a problem so long as it is understood it is in draft form. George Fredette stated budgets sent ahead of time will be drafts. Chairman stated basically it will be like what the Town does. Chairman stated a lot of discussion by the subcommittee evolved around maintenance and

technology trust funds, catastrophic funds. There was a big discussion on the roof at the new High School; it has a 15 year warranty; cost to replace same. Sheryl Kovalik stated they recognize the importance of the planning process. Sheryl used the school buses as example, know what is coming ahead of time; should be looking at all things that way; set things up so nothing is a surprise.

James LeFebvre asked George Fredette if he had a feel for the additional costs for keeping students in school until age 18. George stated \$300,000 to \$400,000, but will have to fine tune; may have to bring in more resources that will be more costly.

Bill Jones asked if there had been any discussion on health insurance and Sheryl Kovalik stated the CEA has opened the zipper clause; re-opened negotiations. Different rates have been shared with the CEA; first meeting was two hours long and it was an extremely positive cooperative exchange. James LeFebvre asked to hear from Dick Klement on same. Dick stated he was encouraged by the meeting; everyone was cooperative.

Chairman Stacey asked the Committee members to think about the Default Petition and that it would be discussed further. Rick Paquette stated he wanted to wait on the Default Petition discussion until there are more members present.

**Bill Jones moved, seconded by Betty Boucher, to adjourn the meeting at 7:15 PM. Motion carried unanimously.**

Respectfully Submitted,

Iris A. Bowden, Recording Secretary