

**MINUTES OF MEETING
MUNICIPAL BUDGET COMMITTEE
November 14, 2012**

A meeting of the Municipal Budget Committee was called to order at 6:32 PM in the Professional Development Room at Kennett Middle School with the following members present: Chairman Joe Mosca, Doug Swett, Maureen Seavey, Steven Steiner, Michael Fougere, Peter Donohoe, Syndi White, Maury McKinney, John Edgerton, Karen Umberger, Danielle Santuccio, Bill Marvel and Brian Charles. Excused: Greydon Turner and Mike DiGregorio. Also present: Lloyd Jones of The Daily Sun and members of the public.

Syndi White led those present in the Pledge of Allegiance.

Chairman Mosca congratulated Karen Umberger and Syndi White on their election and asked that they represent us well.

ELECTION

Chairman Mosca stated the first order of business was to fill the two open seats on the Committee. He stated that he had e-mailed all members with the process as he sees it and there were two members unable to make tonight's meeting: Greydon Turner and Mike DiGregorio. He had indicated that he would let members vote via e-mail if they were unable to make the meeting. Under *Roberts Rules* people can vote by proxy and this Committee does follow *Roberts Rules* loosely. He put it out to the Board whether they wanted to allow the one person who did vote, via e-mail, for their ballot to be counted.

John Edgerton moved, seconded by Danielle Santuccio, to count the one ballot by proxy. In favor: 10; Opposed: 3 - Steven Steiner, Doug Swett and Bill Marvel; Abstain: 0.

Bill Marvel stated when he thought he wasn't going to be at the meeting, he thought it was inappropriate for him to vote by e-mail. Also, last year we decided that people who were not at the meeting could not vote and he thought that was a good rule. Chairman Mosca stated that the discussion Bill was referring to from last year was having someone attend a meeting via teleconference. In attending a meeting via teleconference is to have someone vote. He thought it was two different things, just his opinion. If, in this great country of ours, people can vote by absentee ballot for the President, he didn't see why people couldn't be allowed to vote by absentee ballot on the two vacant seats on the Budget Committee. Those are his thoughts only.

Maureen Seavey stated she thought the Chairman had already said that, either in a meeting or before, that was how people could vote. Chairman Mosca stated that was what he said, but he still thought it was up to the body to confirm that.

Chairman Mosca stated there were 4 candidates for the two vacant seats. Chairman read the ballot stating members are to vote for only two candidates, the names are listed alphabetically, any ballot with more

than two names checked will be disqualified. Chairman stated the candidates are Bob Drinkhall, Mark Hounsell, Karen Milford and Norman Treganza.

Chairman Mosca stated the last thing he wanted to discuss prior to voting was his vote. The Chair has the right to vote and he would only vote in the case of a tie, to break the tie and if that was all right with the members, everyone will know how he votes and that's okay with him, but in the case of a tie he would rather hold his vote out. Brian Charles asked the Chairman to explain his reasons. Chairman stated his reasons are that he only has one set of ballots made up and if there was a tie, we would have to handwrite out things. That is the main thing; he thought the Committee had four very good candidates and he thought they would all serve us well and to move the process along if he holds his vote back and cast a ballot just to break a tie so we can just keep things moving, that would be the prudent thing to do. Again, he put it up to the Board and how they feel about it.

Karen Umberger stated if the Chairman felt comfortable with that, by his not voting, it does provide an odd number with the one vote; that might be the prudent thing to do. However with four candidates, she would be shocked if there was the same number of votes for any candidate. Chairman Mosca stated he did not disagree with her, but in case there was a tie, he would like to be able to move things along. Again, Chairman stated it was up to the Board's discretion.

Karen Umberger moved, seconded by John Edgerton, to have the Chairman vote only in the case of a tie. In favor: 13; Opposed: 0; Abstain: 0.

Chairman Mosca passed out the ballots to each member present and asked that they vote for only two, fold the ballot in half and place the ballot on a table in the back of the room and he would count them out.

Chairman Mosca stated, after counting the ballots, the results were: Karen Milford - 9 votes, Mark Hounsell - 7 votes, Bob Drinkhall - 6 votes and Norman Treganza - 3 votes. Chairman welcomed Karen Milford and Mark Hounsell to the Budget Committee and asked that they join the other members of the Committee. Chairman thanked everybody for coming out.

APPROVAL OF MINUTES

John Edgerton moved, seconded by Karen Umberger, to consider and accept the Minutes of October 17, 2012. In favor: 12; Opposed: 0; Abstain: 1 - Brian Charles.

COMMITTEE BUSINESS

Chairman Mosca asked if all members had received a copy of the preliminary Budget, all 101 pages. The most important page to him is the very last page; that has the summary of what they are looking for. The revised number is \$9,692,174.00; last year's approved Budget was \$9,292,389.00; there is approximately a \$400,000.00 difference between the two which equals to a 4.5% increase from last year. Remember that these numbers are going to be very fluid; what we have now is definitely going to change between now and February when we get the final Budget for

the year. What he would like members to do between now and the next meeting is to go through the 101 page document and come up with questions for the Town. For those members that are here from last year, if you have any questions over anything that went on last year that you don't feel was answered to your satisfaction, please e-mail them to the Chairman. He would like to have one list from the Committee to send to the Town Manager.

Karen Umberger asked if there were copies at the Town Hall. Chairman Mosca stated that he would ask Karen Hallowell to make copies for the members. He knew it would nice to be green if we could; it's pretty hard sometimes when things are scanned into PDF. Chairman will ask for hard copies of any documents. If he sends an e-mail to the members, and there is an attachment and members want a hard copy, let him know and he will let Karen (Hallowell) know for the Town. Any copies for the School Department, again let him know and he will get copies from the School Department. The Town does not want to be making copies of the School Department materials because it comes out of the Town Budget and he couldn't argue with that. As this Committee heard, the Town Budget is very tight, so if we can, we should help them out that way.

Chairman Mosca stated there were a couple of documents from the School Department. One was from November 7th, the High School Budget excluding Special Ed; the other was from last night, the Elementary Schools. Again, these are all preliminary numbers which we expect to change over the next couple of months. As reminder, the School Department came in at the end of January last year and changed out half of their book because the numbers for the Health Care and Retirement came in lower than what was anticipated and it helped them to reduce their request by a substantial amount of money. He does anticipate that these numbers will change dramatically.

Chairman Mosca stated that Dr. Nelson was actually at another meeting tonight in Bartlett, he believed, so he couldn't be here. Chairman hoped that he would be available for the next meeting which is scheduled for December 12, 2012, same place, same time.

Karen Umberger stated that a number of members didn't get the School stuff. Chairman Mosca stated that he e-mailed everything; the High School was e-mailed the other day and the Elementary was e-mailed today. The High School one was e-mailed last week and there was one that was e-mailed out today. Bill Marvel stated that he and Doug (Swett) pick their copies up at the Town Hall and nothing was there. Bill stated that he had the Elementary, but not the High School. Chairman stated probably it was the High School that he actually received today; the Elementary is the one previously e-mailed. Chairman stated he would make sure when he got home to e-mail the High School one and if anybody doesn't have the Elementary, let him know. Chairman then asked if members wanted him to send both and then each member can figure out what they have.

Bill Marvel stated that when he gets e-mails from Chairman Mosca, he dumps them and goes to the Town Hall and usually they are there. Chairman stated that from now on the Town will not be making copies of School documents. If you want a hard copy of any School documents, members need to let him know if they want a hard copy. Chairman advised Doug (Swett)

that he was already listed as needing hard copies. Chairman stated that he would send out both e-mails again and, if anybody doesn't have them by tomorrow, let him know and he will see what's going on.

Chairman Mosca stated to Karen Milford and Mark Hounsell that their e-mail addresses were needed. It has been suggested that members set up a separate e-mail account in case somebody from the State wants to come in and go through your e-mails. He didn't do that; he could care less, whatever is on his computer they can look at.

Mark Hounsell questioned the reasoning for the setting up of a separate account. Chairman Mosca stated in case there is a conflict, they can come in and access it because this is a publicly elected Board. If there is a question on the content of an e-mail, collusion or something between members, they can actually subpoena your computer and go through your records. Not that he thinks that will ever happen, but that's why people have suggested that you have a separate e-mail account for the Budget Committee so that you can say I have a separate account and you can only look at that account.

NEW BUSINESS

Karen Umberger stated that she knows she made the request last year that we go back to meeting on Mondays opposed to Wednesdays because of her commitment and she would like to ask members, the 12th is fine, but she would like to ask members about restructuring and having our meetings on Monday nights. Chairman Mosca stated that he was unavailable at least two Mondays a month. Syndi White stated the School Board meets the 2nd and the 4th Monday of each month and suggested meeting the 1st Monday of the month. Danielle Santuccio stated it was her recollection that Ted Sares was unable to do any Mondays which made it a big deal for Wednesdays. We could probably do more Mondays. Chairman stated if that is the case, we need to discuss that at the next meeting because the whole meeting schedule has been posted and it has to be addressed sooner rather than later because once we start meeting in January and February, it's going to be the potatoes of the Budget. Karen stated she understood. Chairman stated that if members wanted to make adjustments to the schedule that we put together, come prepared at the next meeting to do that and he will make sure that it is on the Agenda.

Chairman Mosca stated to Karen Milford and Mark Hounsell that as soon as he received e-mail addresses for each, he would forward the schedule that has been set up. Danielle Santuccio stated it was in the paper and the Chairman agreed. Chairman relayed his e-mail address to each new member.

Chairman Mosca stated we try to run our meetings, as he said, loosely under *Roberts Rules* because none of us are parliamentarians and we try to have as much decorum as we can. If you have a question, raise your hand and, as you will see, he has a chart of where everybody is sitting. If a member's hand is up, he puts a check mark by their name and will call on them to ask their question. He does allow people to go head-to-head as long as it is not out of control.

PUBLIC COMMENT

Betty Loynd stated she was delighted that Mark (Hounsell) and Karen (Milford) are on the Budget Committee.

Chairman Mosca thanked all four candidates; we did have four good candidates.

Brian Charles moved, seconded by Michael Fougere, to adjourn the meeting at 7:00 PM. Motion carried unanimously.

Respectfully Submitted,

Iris A. Bowden, Recording Secretary