

MUNICIPAL BUDGET COMMITTEE

Wednesday, June 26, 2019

Professional Development Room
Kennett Middle School, Conway, NH

Chairman Jim LeFebvre called the meeting to order at 6:33 pm. The following Budget Committee members were present: Vice Chair, Dave Jensen, Mike Fougere, Mike Laracy, John Colbath, Erik Dziedzic, Greydon Turner, John Edgerton, Terry McCarthy, Cheri Sullivan, Diane Ryan, Sarah Frechette, Ted Sares, Ellin Leonard, and Frank Jost. Also, present Lisa Towle, recording secretary

Excused: Mike Tetreault

Mr. Dziedzic led those present in the Pledge of Allegiance.

REVIEW OF OUTSTANDING MINUTES (4-24-2019):

Mr. Sares moved, seconded by Mr. Edgerton to approve the minutes of April 24, 2019 as written. Motion Carries. (12-0-3 [Ms. McCarthy, Ms. Ryan, and Ms. Sullivan])

TOWN QUARTERLY REVIEW:

Ms. Gilligan, Finance Director for the Town of Conway, presented the quarterly review of the town highlighting the following:

Revenue:

- Nontax revenue anticipate receiving \$4,063,256, which reduces the amount needing to be raised and appropriated by taxes.
- Revenues are estimated for budget setting purposes and re estimated by the Board of Selectmen based on large increases and/or decreases and sent back to the DRA on September 1st.
- At this point there should be 51% left to collect, there is currently 56.7% and 12% of this amount is rooms and meals tax, which is collected on the last day of the year, leaving only 44% left to collect.
- Items tracking to be different than anticipated:
- Motor Vehicle Registrations, the largest non-tax revenue collected which was estimated to be \$2 million. At this point \$1,069,528 has been collected and an additional \$175,000 is anticipated to be collected above the \$2 million.
- Items over anticipated:
- Reimbursement to the recreation department from sending towns participating in the program. Eaton voted down participating in the Conway Rec program \$70,000 will drop to \$40,000.
- Income from police department had a \$93,000 budget received, \$3,100 has been collected. Within in the next couple of weeks the town will be paid \$72,738 for the SRO assigned to the school when school is in session.

- 40 • Solid Waste Recycling and Hauling was budgeted to collect \$125,000 from sale of
- 41 commodities to vendors. At this time \$32,000 has been collected and will be dropped to
- 42 \$50,000 as the price has decreased.
- 43 • Sale of town property, two properties have been redeemed and sold a number of trucks and a
- 44 bus with \$21,925, which exceeded the estimated revenue by \$19,925.
- 45 • Parking ticket revenue is going to drop as \$600 has been collected.
- 46 • Library monies collected from Albany participating in the use of the library, the \$19,740 will
- 47 be paid during the last month of the year.
- 48 • ACE (Albany Conway Eaton) Albany and Eaton are charged for all cost for running the
- 49 facility including benefits for all employees based on equalized valuations.
- 50 • Thanks to Commissioners McCarthy, and past Commissioners Hounsell and Babson,
- 51 \$12,174 was unexpectedly received from Carroll County for forest pilot monies that were
- 52 erroneously sent to Carroll County in 1999.

53 Comments:

- 54 • **Chair LeFebvre** asked Ms. Gilligan to explain the reimbursement for school bus
- 55 maintenance. **Ms. Gilligan** advised the towns service garage maintains the school buses and
- 56 is also where the busses park at night and plug in the diesel engines. The bill is based on the
- 57 money directly spent on the school bus and money for overhead is sent to the school
- 58 quarterly. The first bill was \$17,712, which has been paid.

59 Expenditures:

- 60 • There is 55.47% left to expend with 4.47% to the good, which is excellent considering we are
- 61 almost half-way through the year.
- 62 • There are no items tracking to be overspent with all budgets being within 51% left to expend.
- 63 • All insurance products are paid in full for the year, which provides a savings to the town,
- 64 except for medical insurance which is paid monthly.
- 65 • The highway department paving budget only \$212.00 of the \$484,123 has been spent as the
- 66 paving vendor has not started work yet and you will see a lot more activity with paving and
- 67 spending.
- 68 • The highway salt budget has \$97,000 left to spend, which falls perfectly into the spending
- 69 history as last year between October – December 31 approximately \$71,000 was expended
- 70 on salt.
- 71 • Sick leave incentive is a way for employees to purchase back unused sick time from the prior
- 72 year, so long as they have a 240-hour balance of sick time.
- 73 • Under the health budget, the stipend will be paid at the end of the year.
- 74 • Parks and Rec has 65% of their budget left, however their heavy spending is during July and
- 75 August.
- 76 • Patriotic purposes were exceeded by \$505 due to a request for an additional flag. The July
- 77 4th budget has \$14,250 expended for the entertainment and fireworks.
- 78 • Debt on TANS (Tax Anticipation Notes), a lending tool for municipalities that collect taxes
- 79 and there is no anticipation that would be needed due to the financial relationship with the
- 80 school district.

- 81 • There is \$6.4 million in the bank available for the general fund projects.
82 • The 2018 audit will be presented at the July 23, 2019 Selectmen’s meeting.

83 Comments:

- 84 • **Chair LeFebvre** inquired where the town stands on collecting tax monies. **Ms. Gilligan**
85 advised taxes left to collect is \$6.6 million and project to collect \$4.4 million over the
86 summer.

87

88 SCHOOL DISTRICT QUARTERLY REVIEW:

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90 The Superintendent was unable to attend the meeting and provided an updated budget worksheet
91 for the committee to review.

92

93 NEW BUDGET COMMITTEE MEMBER:

94

95 **Cheri Sullivan**, the new School Board Representative introduced herself to the committee.

96

97 **Mr. Colbath** expressed a concern for the lack of presentation and narrative on the school budget
98 documents presented and asked Ms. Sullivan to share that concern with the school board.

99

100 **Chair LeFebvre** described the structure of the committee to Ms. Sullivan, noting the lack of the
101 East Conway Fire Precinct. A discussion ensued regarding Mr. Fougere becoming the East
102 Conway Fire Precinct representative. **Mr. Colbath** noted this televised forum is where the
103 committee should strongly encourage someone to come forward and represent the East Conway
104 Fire Precinct.

105

106 OLD BUSINESS:

107 **Chair LeFebvre** encouraged committee members to take some time to develop questions for
108 both the town and school.

109

110 NEW BUSINESS:

111 The next meeting is scheduled for 3:00 p.m. for the DRA presentation is on September 11, 2019.

112

113 **Mr. Sares** expressed a concern about the lack of participation in both the deliberative session
114 and town meeting. **Ms. Leonard** suggested making the committee more visible regarding the
115 work that is done and to understand how important it is to attend the meetings. **Chair LeFebvre**
116 encouraged community members to attend the meetings and get their voices heard.

117

118 **Chair LeFebvre** noted Valley Vision is historically always here, however, The Conway Daily
119 Sun participation in the meetings has decreased. People of the town get their information from
120 both Valley Vision and The Conway Daily Sun and without the Daily Sun being present it has an
121 impact on attendance at the Deliberative Session and Town Meeting as they are unaware of the
122 issues. Chair LeFebvre plans to meet with the publisher of The Conway Daily Sun to encourage

123 their presence at and reporting of the Budget Committee discussions.
124

125 PUBLIC COMMENT:

126 **Mr. Steiner** noted it is perceived that the committee is a “rubber stamp” for the school and the
127 public has no say.
128

129 ADJOURN:

130 **Mr. Edgerton moved, seconded by Mr. Colbath to adjourn the meeting at 7:15 p.m.**

131
132 Respectfully Submitted,

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135
136 Lisa E. Towle,
137 Recording Secretary