



Warner Budget Committee

Meeting Minutes
Thursday, April 6, 2017
UNAPPROVED

Mike Cutting opened the meeting at 7:01 pm.

Committee members in attendance:

- ◆ Mike Cutting - Chair
- ◆ Kimberley Edelmann - Selectmen's Rep
- ◆ Alfred Hanson
- ◆ David Minton
- ◆ Jonathan Lord
- ◆ Martha Bodnarik
- ◆ Martha Mical
- ◆ Pete Newman - Water Precinct representative

Also present: John Leavitt

1. Elect Chairman and Vice Chair

- A. Alfred moved to elect Mike Cutting as Chairman. Jonathan seconded the motion, motion passed unanimously.
- B. Mike moved to elect Martha Mical as Vice-chair. A second was voiced, motion passed unanimously.

2. Meeting Minutes

- A. A motion was made and seconded to approve meeting minutes dated February 2, 2017. Martha M. provided a typo for correction. Motion passed unanimously.
- B. Martha M. moved to approve meeting minutes dated February 16, 2017. A second was heard. Alfred moved to table the approval until July 13th. Kimberley seconded the motion for discussion. Alfred said he's not ready to discuss it right now, but he will discuss it on July 13 (next Budget Committee). Kimberley, who created the minutes asked Alfred if there is something very wrong with them because they are on-line as well. Alfred said he just wants more time for further review of the minutes. Mike called for a vote on Alfred's motion, motion passed unanimously.

3. Year to Date Expense Review ~ Highlights

- Selectman's budget shows advertising is already overspent, Kimberley will find out why.
- Is Temporary Services in the Selectman's budget going to remain? Kimberley explained there has been no recent discussion. She was used as a temp. service in the fall of 2016 to complete some meeting minutes during a period when there was a lot of meetings. At this time there is no longer a need for the temp. service and the Selectman's Office is able to keep up with the meeting schedule. Alfred's question is, if this service is being used throughout the year, then it's not temporary. Kimberley said it's seasonal temporary when the Selectman's secretary has too much to do in the fall. Kimberley said she will find out more information for the next meeting. The other question is where are the 2016 temp. service expenses recorded.
- Martha M. said she would like a column added to the expense review sheet that says "total spent 2016" along with the quarterly updates.
- The Committee asked if the audit is on-line and if it can be.

- Alfred would like to know what the revenue is for the Old Grade School.
- Mike asked why are the insurances paid at once and not broken out.
- Police Department water & sewer, Kimberley will find out what the "error" means that was indicated on the provided spread sheet.
- Kimberley reported Engine 2 has been totaled. Martha M. said as a Committee member the Selectmen need to pay off the loan first, and then deal with getting the new vehicle.
- Alfred wants to know how the exercise and professional services will be used in the Emergency Management budget.
- Mike wants to know what makes up the Wheelabrator figure in the Transfer Station budget.
- Welfare expenses are 58% spent in the first quarter.
- What is the status of the ice rink.

4. Revenue Review ~ Highlights

- Is there a second payment from the state for the round-about.
- What is the total cost of the round-about
- Mike asked if a column can be added that shows the revenue from 2016 for comparison purposes.
- Martha B. would like to see a breakdown of "Miscellaneous Revenues", specifically interested in the revenue generated from the Old Grade School.
- Alfred asked what makes up Trust Fund Income.
- Kimberley will return with the answers for the questions generated from the operating budget and revenue review at the July 13 meeting.

5. Committee Representative's

- A. Alfred will stay on the Road Committee.
- B. David will be the Capital Improvement Plan Committee rep.
- C. Jonathan will be the rep. for the Fire Station Building Review Committee.

6. 2017/2016 Meeting Schedule

- A. A proposed schedule was provided to the Committee which they reviewed.
- B. Mike would like to see more participation from the Department Heads. Martha M. said that should include the smaller departments such as Parks & Rec. etc.
- C. Tours of the Departments will be arranged where the Department Head can provide a year to date report. Tours will be arranged in mid August.
- D. The Committee will still meet with the school reps.
- E. Review of the schedule with the Selectmen will be arranged.
- F. Another review will take place on July 13.

7. Other Business

- A. Alfred asked who will be doing the minutes for the Budget Committee. Mike said the Selectman's Office or they will farm them out to somebody else. Alfred said he is overly concerned about the Temp. Service line in the Selectman's budget. He said we don't need to grow over \$4,000 in minutes each year. He said last year it was explained to the Committee that there was enough money in the budget to take care of the expense, this never cost us before. Martha M. disagreed and explained the budget didn't increase because of the temp. service, other money was used from another line to off-set the expense. The Temp. Service line is for tracking purposes. Alfred said he is just looking down the road.
- B. Jonathan said to Mike that NH Municipal Association needs to be updated on the Committee members and David needs to sign up for the Budget Workshop. Kimberley said she will look into it.

8. Public Comments

- A. John Leavitt said it was stated earlier in the meeting the auditor's report was very favorable. Kimberley said I did not say favorable. John continued by saying if you read the summary letters you'll find the report is not all that favorable. They said the way the Bartlett Loop account was done was extremely poor and the overall accounting practices for the town were questionable. The summary was not favorable. He said there's only so far the auditor's can say, they are, after all, employed by the town. Kimberley said they also said revenue was not reported on a timely enough basis at times.
- B. John Leavitt said the Budget Committee discussed Department Head meetings last year, but when it came time to do the budgets, some of the Departments Heads weren't here, the Budget Committee was basically ignored. He asked the Committee what are you going to do this year when they don't show up? Martha M. said she will be contacting them personally and that the BC expects them to attend, if they don't show up..... Mike said we can request only, we have no enforcement. John said my understanding last year is the Department Heads weren't even (too many talking at the same time). Martha said we will notify them.
- C. John Leavitt said last year a number of questions were asked and answers never got back to the Committee, his question is shouldn't the public know what the answer is if a question is asked in a meeting? Kimberley said the answers would need to be provided in the meeting to be in the minutes. John said the answers the Committee is looking for should be on the agenda for the next meeting to be answered publicly.
- D. John Leavitt said he wants to agree with Alfred's concern which is the only thing growing in this town the last several years is the budget.

9. Adjournment

A motion was made and seconded to adjourn at 8:58 pm, motion passed unanimously.

Recorder of the minutes: Mary Whalen