

Town of Raymond  
BUDGET/FINANCE COMMITTEE

Broadcast Studio

423 Webbs Mills Road

Monday, January 13, 2014

6:30 pm

MINUTES

ATTENDANCE: Rolf Olsen, Chairman; Bob Gosselin; Marshall Bullock, Stephen Crockett; Brian Walker; Dana Desjardins; and Tacy Hartley [arrived late]

ABSENT: Peter Dunn

1. Call to order. Rolf Olsen opened the meeting at 6:35 pm at the Broadcast Studio.
2. Approve Minutes:  
November 4, 2013

MOTION: Marshall Bullock motioned to approve the Minutes of November 4, 2013. Seconded by Steve Crockett

VOTE: 7 approved and 1 opposed [Dana Desjardins said he hadn't received a copy of the minutes.]

3. Review December Appropriation/Revenue Reports

Question of whether the past due taxes had changed from historical averages which will influence our cash flow. Also under General Assistance how does the state pay. It was stated that the town received 50% of what is spent and our budget allows this year \$6,000. Revenue from ACO should that be an expense and why is it zero on this report. It was answered that dog licensing is slight during the fall and could pickup during December and January. Workmen's Comp is prepaid by one payment. On Health and Dental Insurance expense if under utilized, can we use that as a base for next year. Answer it is based on usage and can change from year to year. Some items are based on worse case scenario and some years it's necessary. It was noted that some years it's not and how is that used. Could we have a contingency for emergency overages and budget for a middle ground number. There is also a number to estimate insurance cost because usually the actual quote doesn't come in until after the budget it completed. It was noted that the town must fund for the total liability. The possibility of using a contingency fund for exceeding the budget amount was discussed instead of going to the "worst case scenario" i.e. sand/salt budget. Two questions were asked 1] Would like to know who supplies the insurance for Raymond and 2] why a new plow was purchased when the old one could be used. He felt new purchases should be in the budget and that CIP purchases should be for those things specified in the CIP. Comment was made that the Budget/Finance Committee expressing a recommendation on purchases under \$8,000

to \$10,000 would be considered micromanagement which wasn't necessary for the Budget/Finance Committee to oversee. It was noted that Technology was 102% and that's because a planned purchase of equipment for live streaming was spent at the beginning of the fiscal year. It was stated that all meetings are now live streamed. There was a comment that the cost of broadcasting and video backups is higher than other towns. The GIS contract was for 12 months for hardware and software and it was discussed that computer upgrades should be on a schedule. There was inquiry as to the submission of the Selectmen's current budget goals and a question as to why the LD1 number wasn't on the list.

4. Review budget schedule

Suggested dates for Budget Finance Committee meetings are: February 20<sup>th</sup>, March 4<sup>th</sup>, and April 14<sup>th</sup>. Marshall Bullock asked if the March 4<sup>th</sup> meeting be changed to March 11<sup>th</sup> because he didn't think he could attend on March 4<sup>th</sup>. Mr. Olsen said he would find out. There was a request to split up the department head discussions into two nights.

5. Old business. None

6. New business.

There was a request to have a policy set for speaking time for all public comments as agenda item. They thought there was a possibly to have public comment after each department discussion and not just at the very end of the total discussion. It was felt the public interaction should be a comment and not intended to instigate added discussion. On the night the Budget Finance Committee discusses warrant article by article it should have time for public comment on each article. Maybe have a time for comment either before or after a department discussion and make it timed to keep the meeting moving along.

NEXT MEETING: February 20, 2014 at 6:30 pm at the Broadcast Studio.

7. Adjournment Rolf Olsen adjourned the meeting at 7:08 pm.

Louise H. Lester

Town Clerk