

**TOWN OF CANAAN  
BUDGET COMMITTEE MEETING  
September 15, 2011  
Canaan Fire Station  
Final Copy**

Members present: Chair Eleanor Davis; David McAlister; Dave Barney; Al Posnanski; Martha Pusey; Karen Wolk; John Bergeron; Bill Crowther; and Scott Borthwick. Also present was Town Administrator Mike Samson, Town Clerk Vicky McAlister, Cemetery Custodian Dave Heath, Nelson Therriault. Member absent: Denis Salvail.

Eleanor Davis called the meeting to order at 7:00 P.M. and took attendance.

**Review and Presentation of Proposed Department Budgets for 2012**

Vicky McAlister distributed a handout and summarized the proposed Town Clerk, Tax Collector, and election budgets for 2012. It was noted that the proposed budget includes expenses for four elections in 2012, whereas, there was only one election in 2011. There was general discussion and explanation of revenue generating line items and the increased use of online “vehicle” registrations.

Dave Barney asked whether the Board of Selectmen is considering salary increases for the town employees. Scott Borthwick responded two percent. It was noted that 2011 included fifty-three pay periods, whereas, 2012 will have fifty-two pay periods.

Dave Heath summarized the proposed cemetery budget for 2012. There was general discussion about tree work that will be completed this year and whether a \$30,000 warrant article should be presented to the voters for tree work in the various town cemeteries. It was noted that the Cobble Cemetery on South Road has been closed to the public and town employees due to the danger of falling limbs. It was suggested that including a five year management plan in the annual operating budget for tree work in the cemeteries would be a better approach. Dave Heath offered to draft a plan for further consideration. Mike Samson provided updated budget figures for the salary and salary related line items.

Nelson Therriault summarized the welfare assistance that has been provided this year compared to last year. Nelson Therriault also summarized his proposed welfare budget for 2012. There was general review of the competitive fuel bid received from Simple Energy and how the town partnered with the school district in order to receive a better rate.

Eleanor Davis noted that the library staff requested that their budget presentation be rescheduled for the September 29<sup>th</sup> meeting.

Eleanor Davis distributed and committee members reviewed a handout from the Building and Health Inspector, Bill Wilson, which summarizes his proposed budget for 2012.

Committee members reviewed the proposed Planning Board budget for 2012. John Bergeron suggested increasing the advertising line item for the Planning Board budget.

Committee members reviewed the proposed Budget Committee budget for 2012.

Mike Samson summarized a brief introductory report of the proposed budget and noted that the proposed operating budget has been reduced from \$3.5 million to \$2.9 million with salary increases and other necessary increases included. Mike Samson commented that he is pleased with the overall process and collaboration of the department heads in drafting the 2012 budget. Mike Samson proceeded to explain many of the notable increases and decreases specified in various departments of the proposed 2012 budget. Mike Samson then summarized the details of proposed budgets for the executive, town administration, financial administration, and assessing sections.

#### **Chairman's Report**

No report was provided at this time.

#### **Selectmen's Report**

Scott Borthwick summarized that the application is due at the end of the month for possible hurricane relief funds.

#### **Approval of Minutes**

Committee members reviewed draft minutes dated June 16, 2011.

**MOTION** by David McAlister and seconded by Eleanor Davis to accept the minutes dated June 16, 2011, as written.

There were no corrections suggested at this time.

**The motion was unanimously approved in the affirmative.** Martha Pusey and Bill Crowther abstained from the vote.

#### **Next Meeting**

Eleanor Davis offered to distribute a revised agenda for the next committee meeting scheduled on September 29<sup>th</sup>.

**MOTION** by David McAlister and seconded by Dave Barney to adjourn the meeting at 9:00 P.M.

**VOTE: Unanimous in the affirmative**