

Canaan Budget Committee Meeting
Thursday, September 5, 2013
Canaan Fire Station, Canaan, NH

Attendees: Budget Committee members: Dave Barney, John Bergeron; Scott Borthwick, William Crowther, Ellie Davis, Al Posnanski, Martha Pusey, Denis Salvail, Sadie Wells; Town Administrator Michael Samson; recorded by Roger Lohr. Budget Committee members not in attendance: Patty Duszynski; 2 Public attendees

Final Minutes

1. Call to Order

Ellie Davis called the meeting of the Canaan Budget Committee to order at 7:00 PM.

2. 2014 Budget Overview

Town Administrator Michael Samson distributed budget documents including expenses, revenues, CPI information, and an overview of significant variances of savings and expense increases. He then gave an overview of the proposed 2014 Canaan budget. The savings or cuts totaled more than \$146,000 and the increased expenditures tallied \$259,748. Salaries were slated to increase by 1.8% while increased costs associated with insurance and fuel assumes 5-7% but will be readjusted when more accurate information becomes available. There is sufficient revenue being received to offset all of the increases for normal annual expenses and there are one-time expenses totaling about \$120,000. There is expected to be a \$51,000 undesignated fund balance at the end of 2014.

The most significant budget variances include \$48,000 for truck lifts, \$39,999 for the excavator, \$35,000 in health insurance, and \$31,800 for fire department breathing equipment. The hiring of a full time operator to replace a part time employee at the Transfer Station will save \$27,577, contracted services replaced by the excavator will save about \$18,000, and reductions in block grants related to road construction will save \$35,000.

There is no tax increase proposed for 2014 associated with town budget but the school district will most likely impact taxes. The school budget is not available until the beginning of next year. The committee also discussed tax exemptions for about 60 seniors and others in need.

Representatives of the police, fire department and the library will attend the October 3 Budget Committee meeting.

3. Proposed 2014 Canaan Budget

The Budget Committee discussed issues related to the cemetery. A leaf bagger machine will be acquired for about \$1,600. Concern was expressed about the trees and roots impacting the cemetery.

Town Administrator Michael Samson reviewed the budget expenditure accounts and he commented about major variances. He has under-projected the revenue and has been

receiving more revenue than budgeted on an annual basis. This low estimate of anticipated income helps to increase the carryover amount for the following year.

Mr. Samson then explained variances in each of the account departments listed on the budget documents including executive, town administration, assessing, tax collection, election, finance administration, data processing, government buildings, general government, police department, ambulance services, fire department, building inspector, emergency, mechanic, highway, transfer station, and street lighting.

Additionally the committee discussed the recreation department and expressed that it is going well. The field services expenses has been moved to the government buildings account. The library, debt service, and capital outlay were also cited. Placeholders have been incorporated in the budget for the warrant articles. The Budget Committee will look more closely at the accounts associated with the fire department, highway, and mechanic at the committee's next September meeting.

Mr. Samson then briefly reviewed the proposed budget revenue document and he commented about delinquencies and redemptions.

4. Approval of Meeting Minutes

Denis Salvail made a motion which was seconded by Ellie Davis to approve the Canaan Budget Committee meeting minutes of May 16, 2013 as submitted and amended. The motion passed with 6 in favor and 2 abstentions (Barney, Bergeron). The change in item 2, second paragraph was the spelling of Posnanski.

Dave Barney reminded the committee about upcoming public events for the school district, healthcare reform, and a government workshop.

5. Adjournment

Denis Salvail made a motion which was seconded by Ellie Davis to adjourn the meeting. The motion passed unanimously. The meeting was adjourned at 8:06 PM.

The next meeting of the Canaan Budget Committee is scheduled for Thursday, September 19, 2013 at 7:00 PM at the Canaan Fire Station.