

Canaan Budget Committee Meeting
Thursday, November 21, 2019
Canaan Fire Station, Canaan, NH

Attendees: Budget Committee members: John Bergeron, Ellie Davis, Nate Deleault, Steve Freese, Jamie Jukosky, Al Posnanski, Mike Riese, Denis Salvail, Sadie Wells, Karen Wolk; Town staff: Canaan Town Administer Mike Samson; Public Claude Lemoi; recorded by Roger Lohr

Approved Minutes

1. Call to Order

Committee Chair Sadie Wells called the meeting of the Canaan Budget Committee to order at 7:00 PM.

2. Minutes Approval

Denis Salvail made a motion which was seconded by Jamie Jukosky to approve the October 17, 2019 Canaan Budget Committee meeting minutes as submitted and amended. Approved by all voting committee members with 1 abstention (Davis). The changes were to update some categories on the roster and on item 2E to replace \$35,000 with \$135,000.

3. Budget Discussion

A. Capital Improvement Program

Claude Lemoi reviewed the 2020-2025 Capital Improvement Program printed materials. The Fairpoint settlement was cited as the significant reason that nothing will be added to the fire, police and highway CIP in 2020, but Capital reserve funding of these accounts will resume in 2021 and they should be sufficiently funded. The amount of total town funds for capital items in 2020 is \$571,227 and over six years it is \$3,849,627.

He reviewed the big ticket items in the six year window including bridges, vehicles for police, fire, highway, and so on. The Town Hall building project is slated for 2024 but the amount is undetermined.

Town Administrator Mike Samson cited an application for about \$14 million for Canaan flood mitigation projects through the Economic Development Administration on the Federal level. A document of the projects that could be included in the grant application was distributed to the Committee. Overall, grants would cover a substantial portion of projects that would include upgrades of some of the water lines, bridge and trestles replacements, raising roads, and so on.

A question was asked regarding items in the mobile-oriented category but this category will be reconfigured next year and is not a factor for the budget amounts. Additionally, Samson commented about the high number of trailers that the town owns.

4. Canaan Budget Committee Meeting Minutes and Schedule

The Committee discussed what it prefers for the meeting minutes document. There is RSA law that states if a committee member misses four consecutive committee meetings without excuses, that he or she could be dismissed from the committee. Other Canaan committees were referenced in the discussion. The Committee chair would be responsible for communicating the dismissal from the Committee if warranted in such an instance. The Committee discussed whether it wanted the minutes document to cite members' meeting absences, tardiness, and leaving meetings early.

Karen Wolk made a motion which was seconded by Nate Deleault to have the meeting minutes only reflect the names of Canaan Budget Committee members who are present during the Canaan Budget Committee meeting, and to show votes approved or rejected without a tally except where required by law or town decision. The motion was approved by all voting Committee members.

It was announced that Canaan Budget Committee meetings are scheduled for December 3 and 17, with the likelihood that the December 3 meeting will be cancelled.

5. Budget Updates

Mike Samson reviewed updates to the proposed budget. These included on page 7, the Canaan Emergency amount was increased by \$10,000 to \$137,500 and on page 11 the Recreation budget was increased for supplies and a \$3,600 increase in the hourly part time salary to reflect increased responsibilities. He also cited the budget changes on the tax rate, which will be a 3% increase.

Samson also informed the Committee about projected staff retirements within a few years that will increase the budget by about \$200,000. Some of this cost will be absorbed by juggling the budget but most of it will be perpetual with more town responsibilities and specialties that are currently being done by individuals which will be replaced by multiple people. The positions include for example the town administrator, fire chief, transfer station, accounting, and water/sewer. One of the methods to address this future issue is to ignore about 1% per year of some funding sources. Information about insurance rate increases is expected soon.

6. Adjournment

Denis Salvail made a motion which was seconded by John Bergeron to adjourn the meeting. Approved by all voting committee members. The meeting was adjourned at 8:15 PM.