

Middleton Budget Committee Meeting

August 16, 2021

Board Members:

Budget Committee:
Roxanne Tufts-Keegan- Chair
Tracy Donovan-Laviolette
Bonnie Gagnon
Laura Parker- Vice Chair
Kara Boisvert

Representatives:
Mary Knapp- School Rep
Janet Kalar- SLVD Rep
Mike Boisvert- BOS Rep

Meeting called to order at 6:30 PM by Roxanne Tufts-Keegan.

Old Business:

Mary Knapp motioned to accept the minutes from 06/21/21. Bonnie Gagnon seconds, all in favor. Bonnie Gagnon asked if there was an answer yet to how much the payout was for the past Road Agent. Mike Boisvert stated he has that answer, and will email it out to the committee.

New Business:

School Budget: Mary Knapp states that the Budget Committee will receive the end of year school finances as soon as they are available.

Roxanne Tufts-Keegan asked about the insurances. Are these over because of the life insurance that was not included?

Roxanne Tufts-Keegan questions the wages line. Knowing that 5 employee had left and the new hires were paid less, how can this line be in the negative?

Janet Kalar questions the tuition line. It states that the tuition is for Pre-K and K. Should this be the Junior High and High School tuition? After discussion it seems that this is the only tuition line and might be labeled incorrectly. Roxanne Tufts-Keegan asked if they are using a new software program. This might have pulled over the wrong info.

Town Budget: Roxanne Tufts-Keegan questions how the Town Meeting line is now at zero when it did have an expense last report. It seems that there are 2 Town Meeting lines. One with the appropriation listed and one listing the expenditure. This was noted by Mike Boisvert to be corrected.

Bonnie Gagnon asked if the school diesel and gas has been paid. Mike Boisvert knows that the invoices are being sent correctly but unsure if payment has been made.

Roxanne Tufts-Keegan wants to know why the assessor line is over if this is a contract. No answer was provided. Assessors assess one quarter of the town per year and on the fifth year the whole town is assessed. Bonnie Gagnon asked if the assessor has turned in any reports of the home assessed. There was no answer provided.

Tracy Donovan-Lavolette mentions the raises. She is questioning if the employees are going to receive them. She also questions whether employees that have left employment will be receiving the increase that should be due to them. Mike Boisvert states that no increases have been given to date. Question on when will they be receiving and Mike Boisvert did not have any specifics when.

Roxanne Tufts-Keegan notices that the electric for the Town Hall and Fire Department expenses have not changed since the last month report. Bonnie Gagnon mentions how in the most current to date one there had been an increase to those lines, so maybe they were paid after the July report was printed.

Roxanne Tufts-Keegan talks about how the Police full-time line and over-time line are both over budget already. The full-time line is at 95% already. It was mentioned that at a prior meeting that the over-time line was high because some of the part-time employees were being paid out of the wrong line. But then why is the full-time line so much over.? Mary Knapp asked Mike Boisvert if the Department Heads can get the budget reports prior to the monthly budget meetings so if there are issues within their budgets they can be addressed before we get the budget? Maybe Department Heads can attend a few budget meetings to speak on why these lines are over. Janet Kalar asked why the Building & Maintenance line is over. Roxanne Tufts-Keegan mentions how the Municipal Building has AC issues that were fixed.

Tracy Donovan-Lavolette asked how often does the legal get paid. It seems the Board of Selectmen keep advising they are utilizing legal but there is only 39% spent for the year to date. Mike Boisvert mentions how part of that 39% is ZBA cost for legal. Mark Knapp wants on the record that anything done through the ZBA goes through legal.

Bonnie Gagnon questions the Emergency Management cell phone stipend line. Roxanne Tufts-Keegan mentions that even though the Budget Committee did not budget for that cell phone the Selectmen are still paying the Emergency Management Director the stipend. Laura Parker states so that one person received two cell phone stipends, one for being a police chief and one for EM Director.

Andrea Bowden from the audience wants to know why the Fire Deisel is so high. Roxanne Tufts-Keegan mentions that the fobs at the fuel station are being used correctly now and they are able to run reports, but Highway and School were being charged to the Fire Department.

Roxanne Tufts-Keegan questions the Milfoil Capital Reserve Fund. There should not be anything expended out of that line. Laura Parker mentions that there should be a liability account for Milfoil and that this line usually is only for the money that needs to go the CRF from the warrant article.

Roxanne Tufts-Keegan questions the Welfare Salary line and if it is a monthly stipend. Andrea Bowden comments that between the end of July report and the report through August 11th; in two weeks there is a difference of \$600. Laura Parker mentions how she thought this position was merged with the Health Officer, but questioned whether it is still a stipend or has it gone to hourly? Mike Boisvert will look into this.

Bonnie Gagnon question what has been spent out of the Recreation Party line. Mary Knapp comments that the snacks for the upcoming event of a Family Night.

Roxanne Tufts-Keegan makes note that the next meeting will be September 20 at 6:30 PM. Laura Parker will check to see if there is a basic laws of budget training through NHMA.

Bonnie Gagnon questions Mike Boisvert on the audit. Have they been completed? Mike Boisvert mentions that the auditors are working on 2019 and 2020 has been boxed up and waiting for the

auditors.

Laura Parker requested a copy of the MS 232. Mike Boisvert stated he would email that to the committee.

Roxanne Tuft-Keegan asked if the new Police Secretary was being paid the same amount as the out-going secretary? Also Roxanne Tufts-Keegan wanted to know if this job opening was posted?

Bonnie Gagnon makes a motion to adjourn at 7:18 PM. Mary Knapp seconds, all in favor.

Respectfully submitted,

Laura Parker