

Approved
7-18-22

Middleton Budget Committee

June 20, 2022

Board Members:

Laura Parker, Chair
Tracy Donovan-Laviolette, Vice-Chair
Bonnie Gagnon
Andrea Bowden
Craig Moody

Representatives:

Roxanne Tufts-Keegan, BOS Rep.
Rebecca Eastman-Derrow, MSD Rep.-Absent

Meeting was called to order by Chair Parker at 6:31pm.

The Pledge of Allegiance was recited.

Approval of the minutes from May 16, 2022. Andrea Bowden has an amendment to the minutes. In general discussion where it mentions ration it should read ratio. Andrea Bowden motions to accept the minutes as modified. Bonnie Gagnon seconds, all in favor.

MSD Budget:

School Federal financials – there is no percentage to monitor as these are just the financial reports of how they are spending the federal funds.
School financials. At this time spending should be at 91.74% and it is reported at 71%. There is still another full month of school before year end for additional expenditures. Question is if the budget is in such a low percentage due to the federal funding off setting the general expenses. Roxanne Tufts-Keegan believes that the two do not co-mingle and they federal funding is being spent on additional items. It seems that the tuition lines are lower than expected for this time of year. Maybe there are additional payments to be made. Summer school expenses should be coming out of ESSR funds. Can the federal funds be used for the summer school? Discussion on the future tax rate for the school. If the revenues and budgeted amount stay somewhat the same the tax rate should not change dramatically. School bond is a 20-year bond, and this is year 6.

Municipal Budget:

Town budget is at 37.9% and should be at 41.7% at the end of May. If we paid at the approved CRF payments the percentage would be at 45.3% so budget is about 4% over. This also does not reflect all of the approved projects that have yet to be completed.

Deputy bookkeeper should remain the same for the remainder of the year. The office telephone is over due to paying out FirstLight for the invoices that were from the prior years. Office supplies are over. Town legal is over. Question asked if there was a way to show what the legal expenses were before the new BOS took over. There is no way to tell since some of the legal issues were carried over from before. There are also other legal issues that have come in that were not foreseen. Audit cost will be severally over since they are currently finishing up 2020 and they still need to audit 2021. Laura Parker has been working on 2021 adjustments to help the 2021 audit. The ambulance revolving and police revolving will take some time to complete as there is lack of documents.

Question on Deputy Town Clerk over the budgeted amount to date. There has been office coverage needed and thinking that the hours will be adjusted moving forward to stay within the allotted budget.

Question on the assessor clerk wage line. There is some overage here. According to Roxanne Tufts- Keegan that has been addressed. That overage was prior to March.

Police budget wage lines will be over because the contracts that were signed are now coming from the police budget not the EMS budget.

Cell phone lines will all be over since the cost for each was readjusted based on the total invoice divided only by the phones used, leaving the 4 additional phones not being charged to any department.

Diesel costs went from \$3 per gallon to approximately \$6 per gallon. Also there were invoices from 2019 were recently paid.

Janet Kalar asked if Andrea Bowden knew the balance of the Ambulance revolving account. It is estimated at approximately \$40,000.

Question if the ACO uses the police fuel line. That is where the fuel for ACO should be charged to.

Question on if the police detail is charging \$88 per hour, how much does the employee receive and how much does the town profit. Laura Parker answered that unless you are specific to the officer it would be unknown the exact profit. Officers get paid \$50 per hour and if you are billing \$88 then there is \$38 that would need to pay taxes, NHRS etc before profit. In years past the profit was paying for cruisers. The revolving fund is also used for some police cruiser repairs etc.

Question is if the employee is salary, are they leaving their hours here to go complete a detail? It is a fine line when you are salary as to what are the exact working hours.

Tracy Donovan-Laviolette wants to know if we should expect the town legal line to double or triple? It could. We can look more at that at the end of July.

Andrea Bowden asked if we have yet to receive a treasurer's report. There was not a report in the mailbox.

Laura Parker mentioned the additional costs that are being found that are reflecting in the 2022 budget. FirstLight that was mentioned at \$7,500.00 Then there was Dead River for \$3,475.00, NHRS \$5,538.00, GOFERR is \$9,000.00. The IRS amount if any will not be known for some time.

General Discussion:

Janet Kalar mentions that Tracy Donovan-Laviolette and Bonnie Gagnon wanted to be on the Planning Board. That has been reviewed and it allowed.

Tracy Donovan-Laviolette mentions the rental income on the revenue reports, she is aware of more than \$100 that should have been collected. This report is only reflecting the month of May.

Next meeting is July 18, 2022

Bonnie Gagnon makes a motion to adjourn at 7:12 PM , Tracy Donovan-Laviolette seconds, all in favor.

Respectfully submitted,

Laura Parker