

HOPKINTON BUDGET COMMITTEE
TOWN HALL
OCTOBER 13, 2010
Draft minutes

Present: Janet Krzyzaniak, Chair; Karen Irwin, Tom O'Donnell, HVP Representative; Cameron Ford, David Lancaster, Tim Carney, Marc Hemmerlein, Don Lane, Jim O'Brien, Selectman Representative; David Luneau, School Board Representative; Cameron Ford and Denise Damour, Secretary

The meeting was called to order at 6:35 PM

1. Minutes

Chairman Krzyzaniak opened the meeting by reviewing the prior meeting minutes. David Lancaster requested a few changes to the minutes. Janet Krzyzaniak made a motion to approve the minutes as corrected, all were in favor. Denise will retype the September 8 minutes with corrections.

2. Financial updates:

School: School Budget and June/August reports were distributed. David Luneau reported for the school district. School district financial summary's are available at the second School Board meeting of the month. The Unreserved Fund balance (money that was not spent during the school year) was \$405,144.22 at the close of the school year. David Lancaster inquired about the Food Service revenue. The Food Service showed a net loss of \$50,000.00 in June 2010. This amount is down compared to June 2009 (net loss of \$55,000.00). To help improve sales, the Food Service increased the price of school lunches, added a new software program for payment of lunches, offered different promotions to increase interest in buying school lunch ie. Sports Lunches etc.

David Luneau reported on the August Report for the schools. He stated that the school district will have a significantly lower balance in the Unreserved Fund Balance this school year. It looks like the return will be between \$125,000.00 - \$150,000.00. This is due to the LGC - increased insurance (GMR). Also structural changes in the teacher's contracts. All this means tighter budgeting for the school district. Karen Irwin asked why the increased GMR. David Luneau was unsure, he will ask Steve Chamberlin, Superintendent of Schools, and bring an answer back to the committee next

Budget meeting. Karen Irwin also asked about Special Ed. Tuition, LEA. What do these letters represent? What is the definition of LEA? It may have something to do with a special educator in the district stated David Luneau. David will ask about LEA and report back to the committee. Karen Irwin asked about Drivers Ed. The budget for this was \$25,000.00 and only \$13,800.00 was used. David Lancaster stated that this item is an "in and out" fund. Karen Irwin questioned if this item is "a wash" and would like to know if the revenue equals the expense.

David Lancaster asked about the Federal Projects. The revenue for these projects was down by \$167,000.00. There were some grants that did not come through. The school district estimates what they might get for Federal Grants. If the district does not receive the grant no money is spent. David Lancaster noted that some revenues for Instructional Support Staff was unused. David Luneau reported that these revenues were for tuition reimbursement. Perhaps the support staff did not take advantage of this during this past school year. David Lancaster wondered if it would be better to make this revenue a "Capital Reserve Fund". This would be another area were the budget can be tightened up a bit. David Luneau will bring this suggestion back to Steve Chamberlin and Michelle Clark.

Town: Jim O'Brien, Selectman Representative, reported for the Town. Jim answered questions from last month's Budget meeting. For the Rooms and Meals and Flood Control reimbursements, these numbers will come in this December. Motor vehicle permits were low, but have seemed to have caught up and are right on track currently.

The PAYT started on October 1, 2010. Next month will show how the bag fee revenue has fared. Steve Clough will be invited to the next Budget meeting. Jim reported on the well project. This project is running on schedule. The wells have been tested successfully. All are happy with the outcome thus far. Cameron Ford asked if any new employees have been hired for the Transfer Station. Jim reported that only one person was hired to replace an employee on maternity leave. This is being covered within the TS budget not by overtime. The question was asked, why is the Transfer Station over budget on overtime? Jim will check with the selectman about this issue. Also Jim bring a cash flow analysis to the next Budget meeting. Jim also reported on Paving and Road repair. A "Road Committee" needs to be up and running again. This committee would look at the town roads and prioritize roads that need to be repaired. David

Lancaster recommended that the selectman use the Community Center Capital Reserve Fund. It was suggested that the town dissolve this fund and create a new fund for the Road Committee. Karen Irwin inquired about revenue for Emergency Management. Is this something we have to apply for? What does FEMA cover? Jim reported that it is a reimbursement for Natural Disaster only.

The town's ambulance service shows that Warner has sent in a partial payment. Warner has asked for a meeting to discuss the formula for payment, perhaps to work out a formula that does not fluctuate quite so much. Other towns are our customers and the town wants to treat them fairly. The tax rate will be set by the end of the month. It should be about level (\$26.83) as it has been. The tax bills will be going out the beginning of November. The town is waiting for the state.

Contoocook Precinct: Marc Hemmerlein reported that budget wise the precinct is on track. There were more than normal expenses at the water plant. The plant had the materials and Steve Clough did the repair work. The budget for next year is flat. All the lighting at the precinct was changed this last year to energy efficient lighting. This project was federally funded, interest free. Karen asked if there was an expense report. Marc will bring one to the next meeting.

Hopkinton Precinct: Tom O'Donnell reported that the precinct has over 100 users paying about \$200.00 a year. The water department is self supporting. The expenses are primarily paying for electricity.

3. Budget Committee Calendar: Corrections have been made to the calendar. Clarification is needed in regard to the School District meeting for March 12. What is the latest date to post warrant articles for this meeting? This question will be checked with Neil Cass and the calendar will be updated.

4. Other issues: None presented

Cameron Ford motioned to adjourn, Jim O' Brien second the motion. The Budget Committee meeting ended at 8:05 PM.

Respectfully submitted,

Denise Damour