

**▫HOPKINTON BUDGET COMMITTEE**  
**WEDNESDAY, NOVEMBER 16, 2011 minutes - DRAFT**

Members present: Janet Krzyzaniak, Chair; David Luneau, School Board Representative; Karen Irwin, Tim Carney, Tom O'Donnell, HVP Representative; David Lancaster, Dennis Goddard, Selectmen Representative; Michael Montore, Mark Hemmerlein, CVP Representative

Absent: Tom Congoran

1. Janet Krzyzaniak opened the meeting at 5:30 p.m. The meeting began with the review of the October 12 meeting minutes. Karen Irwin made the motion to accept the minutes as written. Tim Carney second the motion. All were in favor.

2. Monthly Reports:

Selectmen: Neil Cass, Town Administrator

The 2011 Town Meeting Appropriations was \$5,521,766.00. Total year to date expenditures \$4,533,685.00. So to date the town has expended 82.11% of the budget.

School Board: David Luneau, School Board Representative

David reports that the anticipated 2012 amount to reduce the taxes is \$212,617.74. The anticipated fund balance for the Food Service as of 6-30-12 is -\$39,502.35.

Hopkinton Village Precinct: Tom O'Donnell

The balance at the beginning of the fiscal year was \$7,168.00

Income for the precinct was \$17,522.00

Expenses for the precinct were \$11,211.00

End cash results is \$13,479.00

The precinct appears to be in good shape.

Contoocook Village Precinct: Mark Hemmerlein

The total budget for 2011 is \$721,795.00

Total income up to this point: \$622,235.00 97% of the income for the year.

Expenses to this point: \$586,492.00 81% of the budget for the year.

3. Budget Committee Vacancy: Janet Kzryzaniak, Chair

An ad was placed in the local papers for this Budget Committee position. The last day to apply will be on Friday, November 18, 2011. All those who do apply for this position will be invited to the November 30 Budget Committee meeting. The applicants will be asked to write a letter to the Budget Committee. A new member will be chosen at the next meeting.

4. Overview's of the 2012 Budgets:

**Selectmen's Proposed Budget:** Neal Cass, Town Administrator

Neil Cass presented the proposed 2012 Budget by starting with a power point presentation. Pay increases for town employees are a priority in 2012. There are 5 major budget changes for 2012 -

Fuel: proposed increase of \$44,159.00 29.94%

Benefits: proposed increase of \$49,139.00 5.92%

Wages: proposed increase of \$54,101.00.00 2.46%

Computers: proposed increase of \$7,200.00 100.00%

Welfare Vendor: proposed increase of \$7,750.00 14.83%

Total proposed operating budget: \$5,571,791.00 for 2012. This is an increase of 1% over 2011. There are several Warrant Articles for 2012.

The standard Trust Fund/Capital Reserve Fund, also the Fire Department is asking for \$15,000.00 to begin looking at a new fire station in Contoocook Village. The proposed total of the 2012 Warrant Articles is \$407,000.00.

Looking at the proposed 2012 Budget for Hopkinton:

Operating Budget:	\$5,571,791.00
Minus Revenues:	\$2,626,548.00
Minus Withdrawal from Fund Balance:	\$150,000.00
To be raised by taxes:	\$3,025,743.00
Total Warrant Articles:	\$407,000.00
Total to be raised by taxes:	\$3,432,743.00

The 2011 tax rate is \$5.06. The proposed tax rate for 2012 is \$5.29. This is a Tax Rate change of \$.23.

**Town Clerk/Tax Collector:** Sue Strictford, Town Clerk

Sue presented the proposed 2012 budget for the Town Clerk's office. She stated to the Budget Committee that there will be 4 elections in 2012. This alone will increase the budget.

Total wages proposed for 2012	\$139,549.00
Total benefits proposed for 2012	\$52,373.00
Total operating expenditures for 2012	
\$74,025.00	
Grand Total	\$265,947.00

This budget shows increases in telephone costs, health insurance, overtime, advertising and fuel. This budget shows an increase of \$3,852.00 over the 2011 budget.

**Planning/Zoning:** Karen Robertson, Planning Director

The proposed 2012 budget for the Planning and Zoning is down from the year 2011. The proposed budget is \$116,439.00.

Proposed wages for 4 employees - \$65,926.00

Proposed benefits - \$27,918.00

Proposed operating budget - \$22,594.00

This budget shows a decrease of \$274.00 from the 2011 budget.

**Executive:** Neal Cass, Town Administrator

The proposed 2012 budget for this department is \$229,987.00

Proposed wages - \$128,273.00

Proposed benefits - \$55,889.00

Operating Expenditures - \$45,825.00

This budget shows an increase of \$3,932.00 over the 2011 budget.

**IT Services:** Neal Cass, Town Administrator

The proposed 2012 budget for this department is \$24,660.00

This budget is for Computer Services and replacement of computers.

The computers will be rotated throughout the town i.e. Fire Department, etc. This budget stays the same as the 2011 budget.

**Finance:** Neal Cass, Town Administrator

The proposed 2012 budget for this department is \$118,662.00

Proposed wages - \$65,024.00

Proposed benefits - \$27,503.00

Operating Expenditures - \$26,135.00

This budget shows a decrease of \$545.00 from the 2011 budget.

**Assessing of Property:** Neal Cass, Town Administrator

The proposed 2012 budget for this department is \$57,700.00

This budget shows a decrease of \$100.00 from the 2011 budget

**Legal:** Neil Cass, Town Administrator

The proposed 2012 budget for this department is \$25,000.00

This budget shows a decrease of \$3,500.00 from the 2011 budget.

**Property & Liability Insurance:** Neil Cass, Town Administrator

The proposed 2012 budget for this department is \$135,408.00

This budget shows a decrease of \$2,621.00 from the 2011 budget.

**Street Lighting:** Neal Cass, Town Administrator

The proposed 2012 budget for this department is \$2,160.00

This budget shows an increase of \$360.00 over the 2011 budget.

**Community/Health Programs:** Neal Cass, Town Administrator

The proposed 2012 budget for this department is \$14,327.00

This budget stayed the same as the 2011 budget.

**Patriotic Purposes:** Neal Cass, Town Administrator

The proposed 2012 budget for this department is \$3,250.00

This budget shows an increase of \$500.00 over the 2011 budget.

**Debt Interest:** Neil Cass, Town Administrator

The proposed 2012 budget for this department is \$94,513.00

This budget shows a decrease of \$12,276.00 from the 2011 budget.

**Debt Service:** Neil Cass, Town Administrator

The proposed 2012 budget for this department is \$257,267.00

This budget shows a decrease of \$34,096.00 from the 2011 budget.

**Tan Interest:** Neil Cass, Town Administrator

The proposed 2012 budget for this department is \$2,000.00

This budget is the same as the 2011 budget.

5. Concerns or questions for the audience:

There were none.

6. Any other matters to be brought before the meeting:

There were none.

7. Karen Irwin made a motion to adjourn the meeting. Tom O'Donnell second the motion. All were in favor. The Budget Committee meeting ended at

7:10 PM. The next meeting will be held on November 30, 2011 at 5:30 PM.

Respectfully submitted,

Denise A. Damour