



Town of Hopkinton, NH

Office of the Select Board

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Budget Committee

Wednesday, November 13, 2013

Meeting Minutes

Approved

Chairman Janet Krzyzaniak opened the meeting at 5:30 pm

In Attendance: Janet Krzyzaniak – Chairman, David O’Keeffe, Michael Montore, Richard Horner, Thomas O’Donnell – Hopkinton Precinct Rep., Don Houston – Contoocook Village Precinct Rep., Ken Traum – Selectmen’s Rep., David Luneau – School Board Rep.

Absent: Lance Whitehead, Terry Quinn

Others present: Civic Club Members, Deb Gallant

Chairman Krzyzaniak welcomed Don Houston from the Contoocook Village Precinct. Chairman Krzyzaniak asked Mr. O’Keeffe if he would run the meeting this evening and he accepted.

1. Meeting Minutes

A. Ken Traum moved to approve meeting minutes dated October 11, 2013. David Luneau seconded the motion. Corrections were provided. Ken Traum amended the motion to accept meeting minutes dated October 11, 2013 as amended. Motion was seconded; all were in favor, the motion passed.

2. Year to Date Revenue & Expenses

A. Selectman Traum reported estimated year to date revenues are slightly above forecast. The Town is still expecting the State Room & Meal Tax in the amount of \$249K at the end of 2013 and Selectman Traum expects to exceed the projected revenue amount of \$2,735,296. The Town also received \$32K from FEMA related to a snowstorm last winter.

B. Selectman Traum said operating expenses are at 76.15% spent and also reported that the tax rate has been set.

3. School Board Report

A. School Board Representative David Luneau provided the Committee with the August 2013 summary and 4th quarter detail reports.

B. David reported as of June there is an estimated \$450K surplus. David also expects the audit report soon; a letter has been received from the auditor, Plodzick & Sanderson reporting on the work completed.

4. Hopkinton Village Precinct

Representative Thomas O’Donnell had no report.

5. Contoocook Village Precinct

Representative Don Houston reported the precinct is finishing up with project estimates.

6. Other Business

A. Janet read part of the Municipal Budget Law, RSA 32:15-IV:

VI. One of the members-at-large shall be elected by the budget committee as chair. The committee may elect other officers as it sees fit. A member-at-large shall cease to hold office immediately upon missing 4 consecutive scheduled or announced meetings of which that member received reasonable notice, without being excused by the chair.

Janet said Lance Whitehead has missed 4 consecutive meetings and must be asked to resign she said the Town Administrator is prepared to follow up with a letter to Mr. Whitehead.

David Luneau commented, he said the meetings in May up to now are not the actual budget process meetings, those meetings begin in December, he said he is not sure the intent of the legislature when the statute was created, does it mean missing meetings with significant budget consequences or does it mean from season to season. David does agree Mr. Whitehead has missed 4 meetings and in the past he has also missed meetings during key moments in the budget process.

David O’Keeffe asked if he was excused by the Chair. Janet said Mr. Whitehead has not responded to the first 3 meetings but he did respond to her last email asking to let her know if they are coming to the meeting or not and he did respond by saying he could not attend this evenings meeting and Janet said she did not respond back. Janet feels the RSA is very clear and specific. Further discussion took place amongst the members about the missed meetings in relationship to the RSA.

Committee Action

Michael Montore moved to send a letter to Lance Whitehead asking what his level of commitment is and if he can serve on the Budget Committee and attend the meetings and if not to resign immediately. Mr. O’Keeffe asked Janet if she feels the motion is reasonable and she said she does not, Janet feels the law is very clear. Mr. O’Keeffe feels Mr. Whitehead sending an email to Janet saying he won’t be at the meeting counts as being excused. David Luneau seconded the motion.

Roll call vote: Luneau – yes, O’Donnell – no, Krzyzaniak – no, Horner – no, Straum – yes, Houston – yes, Montore – yes. In favor, 4 – Not in favor, 3, motion passes.

7. Adjournment

A motion was made and seconded to adjourn at 6:10 p.m.

*Respectfully submitted,
Mary Whalen
Recording secretary*