

Town of Hopkinton

Budget Committee Meeting Minutes – APPROVED

Wednesday, September 9, 2015

5:30 p.m.

Town Hall

Call to Order:

Chairwoman Janet Krzyzaniak called the meeting to order at 5:30 p.m. Attendees: Janet Krzyzaniak, Don Houston, Ken Traum, Richard Horner, Amy Bogart, Virginia Haines, Deborah Norris, and Bill Chapin, Jr., School Board representative. Also present: Suzanne Beauchesne taking minutes.

Chairwoman Krzyzaniak welcomed the new committee members and thanked them for their interest in serving on the committee.

Approval of Minutes:

Ken Traum motioned to approve the April 8, 2015 budget committee meeting minutes, as amended. Richard Horner seconded. Motion carried 8-0.

Amendments: Page 3 Financials – Contoocook Village Precinct – replace the word “penciled” with “approved”; replace “re-do” with “upgrades”; and delete the last five words of the paragraph.

Presentation of financials for the BOS, School Board, and CVP:

Financials – Town:

Mr. Traum presented the town’s budget expense and revenue summaries through August 31, 2015. The YTD percentage of revenue received is at 55.82%. The \$59,504 revenue reflected in Account 3503/3508 is from a health insurance refund. A payment of \$45,000 is expected relative to the covered bridge. On the expense side, Mr. Traum said the town is slightly under budget for eight months. They are watching the Fire Department electricity line carefully. Mr. Horner asked what made up the \$1,940 expense shown in Account 4290, Emergency Management. Mr. Traum indicated that it was the cost of emergency management equipment that will be reimbursed by a federal grant awarded to the Town.

Mr. Traum announced that there had been a change in the Highway Block Grant funding formula that detracts the town by \$75,000 starting in 2016.

Financials – School Board:

Bill Chapin, Jr. said that he is working with David Luneau on transitioning to the 2015 budget and will have budget documents to share at the next meeting. The 2014 budget came in on target and they are always working on the budget and are very cognizant of the tax rate. The Business Administrator, Michelle, has been transferring information and charting accounts onto new software. The Facilities Committee was brought up. Mr. Chapin will provide monthly updates. The Facilities Committee meets every third week. Discussions have centered on what can be done to increase the property assessment and reduce the tax rate. It was noted that Hopkinton is not the ideal location for a commercial entity since there is no gas, water, or sewer. There is talk that Caterpillar is looking into tearing down their property to get rid of the tax expense. The impact on the bottom line would be greater with developing assisted living communities and/or over 55 properties. There is a great demand in the State for that. Hopkinton is trailing because of its tax rate.

Financials – Contoocook Village Precinct:

Don Houston provided a Profit & Loss vs. Actual Budget report for the period January through August 2015. One costly item that will impact Capital Outlay (Account 4900) and delay the lower tank upgrades by Linda Kimball's house is the fact that an abutter has filed suit against the precinct.

Other Business:

Chairwoman Krzyzaniak read a letter to be sent to retiring committee member, Tom O'Donnell, on behalf of the Budget Committee. Chairwoman Krzyzaniak will follow-up to try to get a replacement member.

Richard Horner asked how the committee might get more members of the public to attend its meetings. It was suggested that "blasts" be sent out prior to Committee meetings as is done for Board of Selectmen meetings. It was also mentioned that the agenda be posted on the town's website and hard copies posted at the Senior Center, Library, Clerk's Office and other locations around town.

Don Houston distributed a document with the projected tax rate which will change and can get posted with each update. It was agreed that a subcommittee be formed to continue work in this area. Don Houston, Ginni Haines, and Deborah Norris agreed to serve and report back at the Budget Committee's next meeting.

Mr. Traum reported that the town's budget presentation to the committee is scheduled for December 2nd and 9th. The School Board's presentation will occur in January.

Don Houston asked if the school could provide a curriculum of all courses offered and the number of students in each class. Mr. Chapin stated that the numbers change over the first two or three weeks of school but doesn't see why it couldn't be placed on the web.

Public Comments:

No members of the public were in attendance.

Next Meeting: Wednesday, October 14, 2015 at 5:30 p.m.

Adjourn:

Don Houston motioned to adjourn the meeting at 6:25 p.m. Seconded by Richard Horner. Motion carried 9-0.

Respectfully submitted,

Suzanne Beauchesne