

TOWN OF GILFORD
BUDGET COMMITTEE
MEETING MINUTES
May 24, 2018
6:30 PM

Members present: Sean Murphy, David "Skip" Murphy, Susan Greene, Joseph Wernig, Kristin Snow, Timothy Sullivan, S. Peter Karagianis, Jack Kelley, Karen Thurston and Thomas Chase.

Members Absent: Richard Grenier, Chris McDonough and Tracie Corbett.

Chairman Sean Murphy called the Budget Committee meeting to order at 6:30 pm, established there was a quorum present and led the assembly with the Pledge of Allegiance.

Approval of minutes:

Kristin Snow made a motion to accept the 04/26/18 minutes as written; seconded by Skip Murphy and passed: (9-0-1) Karen Thurston abstained.

General Items: Chair Sean Murphy encouraged all of the Budget Committee members to take the time to stop in to Town Hall and the Gilford School District to meet Department heads and School officials. He also brought up the subject of emailing when a budget committee member has a question of the Town or School Officials. Inquiries should go through the Chair; Skip Murphy suggested emails could be attached to the minutes.

Town/School budgets: Chair Sean Murphy wanted to discuss what worked and what could have been done better during last year's budget meetings. Peter Karagianis said that it was a slow start last year. The proposed schedule for this coming budget year shows seven meetings for the Town budget, but only four meetings for the School budget, which, is twice as large. He would like to revisit the budget schedule. Discussions ensued on condensing a few Town meetings and adding one or two more School meetings. Scott Isabelle stated the school does not start their budget process until September and generally concludes just before Thanksgiving. Town Administrator Scott Dunn stated that the proposed budget committee schedule is the same one that has been used for several years with the exception of last year. Town and School officials reminded the budget committee that they do not receive solid numbers for medical and dental increase/decreases until October (usually the third week). That makes a significant impact in budget numbers. Members concurred with starting in October; Peter Karagianis and Skip Murphy wanted to start in September. Skip Murphy also stated that the Budget Committee sets the tempo on this (not the School or Town.)

Skip Murphy made a motion that the Town and School budgets do not include narratives for multiple categories in one line item. Further, that single general account be designated so that all the categories have their own line for realistic comparisons; seconded by Susan Greene for discussion. Lengthy discussions ensued on how it has been done in past years, etc. and the work and paper that would go into assigning each its own line item. Skip Murphy used a comparison to "bulk" versus "bin" items. Discussions ensued. Skip Murphy moved to rescind his motion; Susan Greene seconded.

Skip Murphy made a motion that for long narrative items, the budget committee asks the Town and School for a list of "commodity" items only; they do not need all others to have their own general ledger accounts; seconded by Perter Karagianis for discussion. Budget Committee members questioned how those items would be defined and who would define. Thomas Chase discussed repairs that are not planned that pop up as not being a "bin" items that you cannot itemize. Jack Kelley suggested setting a level of spending, and then a CAP, so at a certain amount, the committee would request more info if spending above that level. Superintendent Beitler discussed how that is generally the role of the sub committees to dig down into these items/areas. Joe Wernig agrees that work should be done with subcommittees, that's their role. Town Administrator Scott Dunn said the Town needs to do a better job on presenting their spending in professional development and breaking up the list in narrative. There should be one figure and one list with components instead of general ledge accounts. Mr. Dunn also agrees with Superintendent Beitler that this is the role of the subcommittees. Lengthy discussions ensued. There was discussion on how to budget as far as narrative versus itemize. Chair Sean Murphy called the vote. Motion fails (4-6).

School Budget: Scott Isabelle discussed salary changes for salary, support staff and Administrators as this year they have implemented a merit system. Discussion ensued regarding salaries plus burden costs and adding the merit increase in each line item. It was decided that they would keep the budgeting structure the same for salaries. Discussion also ensued regarding columns in the expenditure report. The focus will be on the School Board Current column and to show 5 years of actual expenditures.

School Special Projects: Superintendent Beitler reported on School projects that begin in June when school is out for 8-9 weeks. All of these projects will be done before school starts. The only exception will be the gymnasium, as they may need to paint the floor after school is back in session.

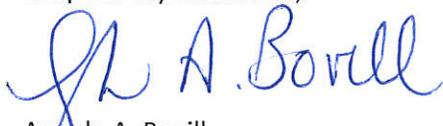
Miscellaneous items: Chair Sean Murphy announced the Towns Memorial Day Parade is Monday, May 28 at 10:00 am. There was also discussion on how often the Budget Committee should meet for oversight on the budgets, monthly, quarterly, etc. It was decided that quarterly meetings are sufficient and that Budget Committee members are always welcome to attend the School Board's meetings and the Selectmen's meetings each month as well.

Gilford Elementary School: Karen Thurston announced the Gilford Elementary School was just named #1 in the State of New Hampshire. This is a very exciting and Ms. Thurston wanted to thank the Budget Committee and School Officials. They are extremely proud of this prestigious honor.

Adjourn

The meeting adjourned at 8:35 pm.

Respectfully submitted,



Angela A. Bovill
Executive Assistant