MINUTES OF THE
BUDGET COMMITTEE

MEETING OF
June 14, 2017

01) OPEN MEETING

The Municipal Budget Committee Meeting of Wednesday June 14, 2017 was called to order at 7:00 p.m. at the Knightly Meeting Room.

02) PLEDGE OF ALLEGIANCE

Chairman Huard opened the meeting with the pledge of allegiance and introduction of members.

03) INTRODUCTION OF MEMBERS

MEMBERS PRESENT:
Paul Huard, Chairman
Steven Chartrain
Bob Bryant
Thomas Plante
D.J. Bettencourt
Steven Goddu

MEMBERS ABSENT:
Dane Hoover

OTHER MEMBERS PRESENT:
Bernard Campbell, School Board Representative
Selectman Jim Keller, Board of Selectmen Representative (arrived at 7:15 PM)

OTHERS PRESENT:
Jeremiah Lamson, Recording Secretary

04) RECEIPT OF MINUTES AND CORRESPONDENCE

MOTION by Mr. Goddu to receive the following correspondence:
- 2017-2018 Budget Review/Town Meeting Calendar

SECOND by Mr. Campbell
VOTE: 7-0-0 in favor. Motion passed w/ Huard abstaining.

MOTION by Mr. Goddu to receive the following correspondence:
- Municipal General Fund Expenditure Reports as of April 30, 2017
- Municipal General Fund Revenue Report as of April 30, 2017
- Sewer Fund Expenditure Report as of April 30, 2017
• Sewer Fund Revenue Report as of April 30, 2017
• Water Fund Expenditure Report as of April 30, 2017
• Water Fund Revenue Report as of April 30, 2017
• Municipal General Fund Expenditure Reports as of May 31, 2017
• Municipal General Fund Revenue Report as of May 31, 2017
• Sewer Fund Expenditure Report as of May 31, 2017
• Sewer Fund Revenue Report as of May 31, 2017
• Water Fund Expenditure Report as of May 31, 2017
• Water Fund Revenue Report as of May 31, 2017

SECOND by Mr. Bryant
VOTE: 7-0-0 in favor. Motion passed unanimously.

MOTION by Mr. Goddu to receive the following correspondence:
• School General Fund Budget Reports as of April 30, 2017
• School General Fund Revenue Report as of April 30, 2017
• School Undesignated Fund Balance Report as of April 30, 2017
• School Food Service Operating Budget Report as of April 30, 2017
• School Board Minutes from May 7, 2017

SECOND by Mr. Bryant
VOTE: 7-0-0 in favor. Motion passed unanimously.

MOTION by Mr. Goddu to receive the following correspondence:
• Budget Committee Minutes for May 10, 2017.

SECOND by Mr. Chartrain
VOTE: 7-0-0 in favor. Motion passed unanimously.

MOTION by Mr. Goddu to receive the following correspondence:
• Board of Selectmen Minutes from May 1, 15, and 22, 2017

SECOND by Mr. Chartrain
VOTE: 6-0-1 in favor. Motion passed with Chairman Huard abstaining.

MOTION by Mr. Goddu to receive the following correspondence:
• School Board Minutes from May 16, and 23, 2017
• Extra Curricular Nominations of May 23, 2017

SECOND by Mr. Chartrain
VOTE: 7-0-0 in favor. Motion passed unanimously.

05) PUBLIC COMMENT
Stephen Boyd, 5 Lyndale Avenue, stated that he thought they were doing a great job. He had come in because of the comment at the last meeting about dredging. It was done a lot in the South. Mr. Boyd stated that if you removed a podium full of sand, it was two hundred gallons of water. Dredging created water capacity for many years. It would last longer here because the silt did not build up as fast as it did in places like the Mississippi River. He thought it was something they should look at. Mr. Boyd wanted to support the idea.
Chairman Huard asked Mr. Boyd to provide any written information he had on the topic and they would pass it along to the Board of Selectmen too.

Mr. Boyd stated that the EPA is on board with helping with dredging. They did it on Cape Cod. He was new to town.

Chairman Huard stated that he was glad Mr. Boyd was interested.

06) APPROVAL OF MINUTES
MOTION by Mr. Goddu to approve the following meeting minutes:
- Budget Committee Minutes for April 12, 2017

SECOND by Mr. Chartrain
VOTE: 5-0-2 in favor. Motion passed Mr. Plante and Mr. Bryant abstaining.

07) OLD BUSINESS
None.

08) REVIEW LATEST MUNICIPAL FINANCIAL REPORTS
Chairman Huard stated that he had questions for Selectman Keller but he was not present.

09) QUESTIONS AND DISCUSSION FOR SCHOOL BOARD REPRESENTATIVE
Mr. Campbell stated that the School Board had a goal session at the June 3rd meeting. Those goals were being compiled and a draft would be received at the next meeting. The goals would be adopted at the July meeting. There would not be a lot of significant changes. The major changes were a goal of investigating moving to digital storage of records instead of paper storage and a goal of doing an evaluation of the SAU building both its structural and functional capacities. The Salem High School renovations will continue and they will be closing off the wing that included the TV studio area. The TV studio studio would be down until February 2018. The School Board would change their meeting area to the stage in the Performing Arts Center as a result. Mr. Campbell stated that the Budget Committee’s November 1st Meeting which was scheduled to be in the TV studio would not be available. He would suggest asking the Conservation Commission to move their November 1st meeting to the Senior Center or moving the Budget Committee Meeting to the Senior Center. That was the only meeting conflict the Budget Committee had on its calendar. Mr. Campbell was giving them a five months head start about the date. The School Board was looking at their schedule to see about possibly cutting back on the number of meetings. It would affect the Performing Arts Center and scheduled events when the School Board met. He wanted them to be aware of the conflict. The renovation project continues. Now that the school year was ending, a wing would be closed for the summer. The CTE automotive section was just about finished and would be ready for the fall. There were other new areas for the nurse, IT, and Special Education that would be ready to open in the fall. The community will see the bus port gone by July and construction would happen there into the winter.

Chairman Huard asked if the work covered both floors of the wing.

Mr. Campbell answered yes.
Mr. Goddu asked if the School Board had hired an architect for renovations at the Woodbury School.

Mr. Campbell answered not yet. The School Board had agreed to put out an RFP for the Woodbury School renovation project. The language was being drawn up now and they expected to hire one by the fall to work on schematic drawings for the renovation of the Woodbury Middle School.

Mr. Goddu asked if would be a total renovation or just fixing problems currently existing in the school.

Mr. Campbell stated that he did not know. The building had space needs because it was constructed in five sections over time. Some areas would need a little updating and others would need significantly more. He was not sure if the building’s footprint would change. They had more land in case now they need to expand.

Mr. Goddu stated that he was wondering about the price of the project.

Mr. Campbell stated that he did not expect to get anything near a price on that for at least a year.

Chairman Huard asked about what was happening in Concord regarding kindergarten.

Mr. Campbell stated that others in the room might know better. He did not know. Salem provided a half day program at District expense and offered parents full day if tuition was paid. They had at least as many full day students as half day students at the moment. They did not have the space for a full day kindergarten unless they used the Haigh School. It was currently being used for the building trades program and other programs. It may serve the same role for the Middle School if that gets renovated. This issue was discussed at the goal setting session but there was nothing said about timing. There were competing goals of full day kindergarten and Middle School renovations. It was still a goal of the School Board to provide full day kindergarten. The Middle School was ahead of that on the capital list.

Mr. Bettencourt stated that it was the topic of his professional day. There should be a great deal of clarity on the issue in the next day or so. He expected that there should be some assistance to districts towards full day programs. Mr. Bettencourt expected that full day kindergarten would be voluntary. If the State mandated full day kindergarten then the State would have to provide building aid. State did not have enough money for that to be a requirement. There was likely to be some aid towards full day kindergarten in the near future.

Chairman Huard stated that he was wondering how it affected Salem. He had a questions about the Revenue Report and the Grants under Line 4520 for Title I and II. He asked if the number equated to the grant numbers in the six lines below it.

Mr. Campbell stated that was the intention.
08) **QUESTIONS AND DISCUSSION FOR SELECTMAN REPRESENTATIVE**

Mr. Bettencourt asked if the Town had received word on the status of the firefighter grant.

Selectman Keller stated that there was no word yet.

Chairman Huard stated that he noticed the Elections Budget was 86% spent. He asked to confirm that there were no other elections this year.

Selectman Keller answered that there were none planned.

Chairman Huard asked if the principal payments under Debt Service came later in the year.

Selectman Keller stated that it depended on the debt.

Chairman Huard asked about Meals on Wheels and if the Town depended on them for services.

Selectman Keller stated that the Town did not fund them, but he did not know the answer.

Chairman Huard stated that the Town gave them some money.

Mr. Bryant stated that the Senior Center used them daily.

Chairman Huard stated that he wanted to get a grip on the new construction in town and the impact on the amount that they needed to raise.

Selectman Keller asked if he was looking for the projection of the impact on the tax base.

Chairman Huard stated that last year he got a chart on the building projects coming up and the tax value of those projects and how it would impact services. He knew that the Rockingham development would increase need for services. Someone will have to address it.

Selectman Keller stated that there was the ability to get the value of a building project approved by the Planning Board. If the plan was approved but no construction had happened then they should not count it because it may not happen. There was a Ford Dealership that was in the ground. There were town houses that were approved. Beyond that, nothing had been provided and it was pure conjecture on what the impact would be.

Chairman Huard stated that he was also thinking about projects that were being built elsewhere in town.

Selectman Keller stated that the Town Manager when presenting the budget also projects the growth in the tax base which factors those new projects in.

Chairman Huard stated that there was new stuff going on all over the town. His last question was about the development on Bluff Street and Millville. He asked if the new houses going in on Bluff Street were on wells.
Selectman Keller answered yes. The Board of Selectman declined to extend the line to that project.

MOTION by Mr. Bryant to adjourn the meeting at 7:35PM.
SECOND by Mr. Bettencourt.
VOTE: 6-0-0 in favor. Motion passed.

Minutes recorded by: Jeremiah Lamson

Approved: Budget Committee

Date: September 13, 2017 as amended