

Budget Committee
September 13th 2017
7:00PM
Town Office/Police Station Conference Room
Approved: September 20th, 2017

Budget Committee Members: Judy Brotman, Susan J. MacKenzie, Erik Colberg, Greg Lange, Richard Jones, Charles Ragan, Elizabeth Glenshaw, Cybele Merrick, Eric Furstenberg, Scott May and Wilkes McClave. Select Board member Bradford Keith. Administrative Assistant Dina Cutting. School Superintendent/Principal Jeff Valence.

The meeting was called to order at 7:00 PM by Chair Brotman.

School:

1. Mr. Valence gave an update of the 2017-2018 school budget 2 months into the school year. (See attached handout). The following items were reviewed and discussed:
 - Special Education surplus-
 - Legal fees-
 - Private donations-
 - Lunch program-
 - 5th grade split class-
 - 2017-2018 faculty increase of .5FT
 - Investigating ways to forecast the High school tuition costs-
 - Planning further out for budgeting purposes-
 - Per pupil costs to attend Lyme School-
 - This budget season the topics of discussion from parents have been Science and technology.
 - High school choice- looking at the school policy
 - Roof repairs-
 - Trust funds-
2. The Budget Committee discussed setting a maximum % increase for the school to come back to the Budget Committee with when presenting their new budget. It was the sense of the Budget Committee members that the school should come to them with they want and need. Then the % target can be discussed. The Budget Committee discussed the possible procedures to be used in addressing the budgets for the school and town. They want to make sure each are being treated the same and not being made to be at competition concerning funding budget requests. The Budget Committee thanked the school for coming.

Town:

3. Ms. MacKenzie reported on the various road projects having to do with the July 1, 2017 storm. The Town has used the Emergency Highway Repair Capital Reserve funds and Block Grant funds. The town is working with FEMA in anticipation of getting 75% of the repair costs reimbursed by them, and will be applying for Hazard Mitigation funds to help cover any upgrading of culverts. The Select Board will be addressing highway position vacancies and salaries in the upcoming budget cycle.

4. Wish List items:

- Fire Station and Transfer Station need to be addressed in the coming years.
- All roads and bridges being brought up to standards.
- A sustainable tax structure that does not increase the taxes so residents are able to stay in Lyme.
- The Capital Improvement Plan needs to be up dated.
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Budget Committee:

5. The Budget Committee would like to have the Capital Reserve Funds spreadsheet to review.
6. The Budget Committee would like to see a town budget with 3-5 year projections.
7. The next Budget Committee meeting will have department heads discussing their budgets with the Budget Committee. The Budget Committee had previously discussed asking the Select Board to recuse themselves from these 2 meetings in order to allow the department heads to present what their vision and budget issues in what might be a more open discussion without the “boss” being present. MacKenzie noted she had been asked by many department heads to help them prepare their budgets and she felt it was the Select Board’s job to support the employees, hear their concerns and help them manage these issues. Past practice was reviewed and discussed. It was noted there may be sensitive issues that the department head would like to discuss without the Select Board present. It was also noted that this will be a public meeting and the Budget Committee cannot keep the Select Board members from attending. It was the sense of the Budget Committee to not seek the recusal of the Select Board members.
8. The Budget Committee reviewed and approved the schedule of meetings for the 2018 budget cycle.
9. Mr. McClave moved to appoint Mrs. Brotman as Chair. Seconded by Mr. Ragan. Mr. Jones moved this by acclamation. Mrs. Brotman thanked all and accepted.

At 9:15 PM Mr. Jones moved to adjourn. Seconded by Mr. Ragan. Voted unanimously in favor.

Sincerely,

Dina Cutting