

Canaan Budget Committee Meeting  
Thursday, October 20, 2016  
Canaan Fire Station, Canaan, NH

Attendees: Budget Committee members: John Bergeron, William Crowther, Ellie Davis, Patty Duszynski, Al Posnanski, Denis Salvail, Sadie Wells;  
Budget Committee members not in attendance: Martha Pusey, Philip Smith Jr.  
Public attendees: Dave McAlister, Bob Scott, Bill Bellion, Bayne Stone, Cindy Neily, Denise Reitsma, Amy Thurber, Susan Remacle.  
Canaan Town Administer Mike Samson; recorded by Roger Lohr (not in attendance).

Approved Minutes

1. Call to Order

Committee Chair Ellie Davis called the meeting of the Canaan Budget Committee to order at 7:00 PM and took attendance.

2. Committee Discussion

Town Administrator Mike Samson distributed the Canaan Budget revenue document.

A. Highway Department

Bob Scott reviewed the highway department budget referencing the budget variances compared to last year's budget. There are decreases in the purchase of salt, fuel, road signs and culverts. The mowing brush equipment was discussed. There is an adjustment to contracted services. Uniforms have been increased for winter needs. The number of gallons of fuel that was used was discussed and Mike Samson commented about how the town purchases fuel. The committee asked about paving. Mr. Samson explained contingency planning and noted how the town managed repair funding associated with Hurricane Irene. Homeowners are responsible for culverts under driveways and if they are replaced the homeowner has to reimburse the town.

B. Mechanic

Bayne Stone stated that there are increases for the diagnostic computer and repairs and parts line item in the mechanic budget.

C. Fire Department

Chief Bill Bellion reviewed the fire department budget citing the increase in the line items for equipment. Mike Samson referenced the increase in the fire chief salary so that it becomes more competitive with other towns. There are increases for the other fire department hourly staff. The deputy chief budget line is for two people. The Committee discussed inspections and insurance company issues with the chief. There is an Emergency Management grant for \$3,000.

D. Trust Funds

Cindy Neily stated that there were only three line items in the trust fund budget area. She also said that the legal line item is a placeholder.

#### E. Other Budget Items

Canaan Town Administer Mike Samson reviewed other proposed Canaan 2017 budget line items including executive, town meetings, tax assessor, and elections. There were slight increases in some of these line items. An increase is expected for the audit. Data processing will increase salary. Overtime has not been used in data processing. Costs associated with the utilities decision and appeal is uncertain at this time. The health insurance premium rates are expected in mid-November and the unemployment budget line item is solid.

#### F. Library

Amy Thurber distributed a document of library-related statistics and reviewed highlights of the document. She noted the Friends of the Library support that is outside of the Canaan budget and as an example cited the purchase of machines for the curtains.

Other library revenue offsets such as sales in the library for books, tote bags, and note cards are occurring. Circulation and searches have increased at the library. The Committee discussed contributions from other towns whose residents have priviledges at the Canaan Library.

#### G. Other Budget Items Continued

Canaan Town Administer Mike Samson continued reviewing other proposed Canaan 2017 budget line items including government buildings where he explained using the building budget in the general fund to prepare for longer term projects rather than using the CIP as a way to protect the budget for these building improvement projects. There are 15 towns in New Hampshire using this practice currently and the practice was announced at the Canaan Deliberative Session. Heating is down in the building budget but repair/maintenance is increased to do things that were deferred.

Property and liability insurance premium rates are pending. In General Government there is a need for more filing cabinets. Street lighting has been decreased by \$1,000. With regard to the Transfer Station budget, Mr. Samson reported that the participation in recycling remains about 8-9%. Sale of recyclables increased and while it may still be a volatile market, recycling is a less expensive way to dispose of waste compared to the landfill. There was \$11,000 spent for hazardous waste disposal.

There was a trailer removed that the town is being reimbursed for at \$75 per month. The Recreation budget has been increased for electricity and hourly part time. There has been good participation in recreation programs and the manager needs help. The Committee discussed the Canaan Lake and Goose Pond recreation groups.

Overall the budget is expected to change about \$5-6,000 and there is a \$100,000 delta compared to last year's budget. There is new revenue coming in and a growth in the tax base from new construction. Mr. Samson reviewed revenue budget items such as vehicle

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fees and the NH Meals & Rooms taxes. A block grant is expected to be received in December.

He cited the sale of scrap metal and discussed the sale of properties related to delinquent taxes. There has been very little difference in delinquent taxes in the last decade (less than \$10,000 increase over the years while the taxes have increased a total of 20%).

The budget is \$3,728,000 with a \$224,000 net and \$70,000 worth of excess revenue is projected. More town income will be needed to cover capital reserve investment needs. Mr. Samson spoke generally about the town budget and school budget in terms of the tax base.

### 3. Next Meetings

Chair Davis reviewed the scheduling options for upcoming Budget Committee meeting and it was decided to set December 1 as the next meeting when there will be information about the CIP, health insurance, and water and sewer.

### 4. Meeting Minutes Approval

Sadie Wells made a motion which was seconded by Denis Salvail to approve the September 15, 2016 Canaan Budget Committee meeting minutes as submitted and amended. The motion passed with one abstention 6-0-1 (Salvail).

The changes included the number of Canaan police arrests compared to other towns in the Upper Valley and clearing up the sentence about the cemetery employees.

Sadie Wells made a motion which was seconded by Denis Salvail to approve the March 31, 2016 Canaan Budget Committee meeting minutes as submitted. The motion passed unanimously.

### 5. Adjournment

Sadie Wells made a motion which was seconded by Al Posnanski to adjourn the meeting. The motion passed unanimously. The meeting was adjourned at 9:05 PM.