

**TOWN OF BOW
BUDGET COMMITTEE
MINUTES
DECEMBER 15, 2009
UNAPPROVED**

Kally Abrams (Vice-Chair)	P	George Lagos (Chair)	P
Eric Anderson*	P	Deb McCann * (Secretary)	P
Peter Cheney	P	Cindy Martin	P
Ric Hiland	P	Dee Treybig	P

1. Call Meeting to Order 7:00 p.m.

Chairman George Lagos called the meeting to order and led the group in the Pledge of Allegiance.

2. Review/approve Minutes

November 17, 2009

November 24, 2009

Action: Ric Hiland corrected the spelling of his name in the minutes, then moved to approve the minutes, seconded by Peter Cheney. The motion passed with a vote of 8-0.

3. Review of CIP procedure

Discussion and review of draft letters and recommendations previously sent via e-mail with regard to the CIP process. Mr. Anderson stated that he felt it would be appropriate to suggest two separate schedules, a “pure” capital improvement plan schedule and a separate vehicle replacement schedule. The Committee agreed with Mr. Hiland’s suggestion of adding a School Board representative to the first recommendation. Ms. Abrams questioned if we expected a reply from the recipients of the recommendations. Ms. Treybig noted that there are other committees in town that may have similar organizational opportunities and this may hopefully be a town wide policy to look at. A motion was made by Mr. Hiland to approve the draft letter and recommendations, seconded by Mr. Cheney. Motion passed 8-0. Mr. Lagos requested a motion to approve sending the letter and recommendations to the School Board, Select Board and Planning Board chairs, moved by Mr. Hiland, seconded by Ms. Treybig. Motion passed 8-0.

4. Updates

❖ **School District** – Deb McCann advised the committee the School has completed two full days of Budget review, Dec 4 & 11. The Board has proposed a 0% increase, absorbing fixed costs by recommending staffing cuts at all three schools. The SB has been looking at enrollment and teacher: student ratios at all three schools and feels that additional cuts can be made at Bow High School in the core curriculum areas. There has been significant public input to Board members with regard to the proposed reductions in staff. It was noted that the SB recommendation is only step 2 of 4 steps. The final decision on the budget will be made at the March District meeting by voters.

❖ **Board of Selectmen** – Mr. Anderson noted that the Select Board has met with department heads and despite efforts to level fund the budget, healthcare costs have risen by 16% and the town has a dilemma with their current payroll system. This year there is 53rd week in the payroll, which increases the cost for the calendar year by approximately \$64,000. The Select Board is currently looking at setting up payroll on a monthly or bi-monthly basis to avoid this issue in the future.

Additionally, Mr. Anderson noted that he has been appointed with the task of forming the “Public Safety & Community Building Committee”. His proposal is for the committee, to be comprised of 14 members, including representatives from the Select Board, Planning Board, School Board and CIP committee, as well as Fire, Police and Parks & Recreation departments, the Town Planner, an architect to be named and community representatives to be appointed, as well as three alternatives.

5. Open Business

.Mr. Lagos noted that Bob Levan had answered Mr. Hiland’s question regarding tax impact of budget increases via email.

6. New Business – None

7. Meeting Schedule

The Budget calendar has been updated to change the Public Hearing for the Town to 2/12/2009 (Friday). The Budget Committee plans to meet every Tuesday and Thursday in the month of January, starting 1/5/2009, 7 PM. The following meetings were proposed, subject to confirmation with the Town Manager.

1/7/2009 Thursday; schedule for town department visits.

1/9/2009 Saturday session is scheduled for Department Heads.

1/23/2009 Saturday session, agenda TBA.

It was also agreed that Mr. Lagos would contact Duane Ford to arrange visits to the various schools.

Mr. Lagos polled the Budget Committee members to obtain a commitment that each member would make him/herself available to sign the final budget forms that are sent to the state DRA when the final budget is approved. Agreed by members Abrams, Anderson, Cheney, McCann, Martin, and Treybig. Mr. Hiland indicated he was reserving his rights on this issue at the present time.

The next scheduled meeting is 1/5/2010 at 7:00 p.m.

8. Adjournment

Motion to adjourn by Mr. Hiland, seconded by Mrs. Martin at 8:24 p.m. The motion passed unanimously with an 8-0 vote.

Respectfully submitted,

Deborah McCann, Secretary