

## APPROVED

Town of Gilmanton  
Budget Committee Meeting  
Thursday, August 18, 2011  
7:00 P.M. – Gilmanton I.W. Town Hall

Members present: Chairman Stan Bean, Frank Bosiak, Mark Sawyer, Michael Hatch, Rich Bakos, Brian Forst and Ralph Lavin. Frank Gianni, Steven Latici and Israel Willard were absent.

Others present: Superintendent John A. Fauci, Business Administrator Donna Clairmont, School Board members Michael Hatch, Phillip Eisenmann, Frank Weeks and Renee Kordas, Department of Revenue Administration representative Shelly Gerlarneau and recording clerk Rachel Hatch.

Stan Bean called the meeting to order at 7:00 p.m. Confirmation was given that the meeting had been posted August 11, 2011 in accordance with RSA 91-A.

Presentation from Shelly Gerlarneau from the Department of Revenue Administration  
Shelly Gerlarneau distributed several handouts; namely, a sample MS-7 form, a sample budget committee supplemental schedule, Chapter 32 – municipal budget law and a timeline for traditional town meeting.

She explained that a public hearing is needed when the budgets have been presented. No additional items can be added to the budget after public hearing due to disclosure laws. However, if additional items want to be added to the budgets after the public hearings, then the budget committee would have to hold an additional public hearing to disclose the additional budget items. The proposed warrant articles also have to be disclosed at the public hearing.

Stan Bean stated that the non-capital reserve funds, the capital reserve funds and the expendable trust funds can only be spent for their intended uses. Emergency expenditures need budget committee approval.

Regarding the budgets presented to the residents, Mr. Bean stated that the proposed budgets should have a school board and selectmen recommended column and a separate column of the budget committee recommended amounts to be funded. The warrant articles have to show if the budget committee recommends them or not. The warrant articles should show the amount recommended by the school board and the selectmen and not what the budget committee may recommend. He stated that petitioned warrant articles need at least 25 signatures from registered voters that are residents in order for them to go forward as a warrant article.

Shelly Gerlarneau stated that all approved appropriations must be noted on the town's MS-7 form and the school district's MS-27 Department of Revenue Administration forms. The forms have to be submitted within twenty days from the date of the annual town meeting and school district meeting.

Stan Bean stated that he will be drafting up the budget committee calendar within the next month.

Shelly Gerlarneau recommended that the budget committee meet three to four times a year to review the town and school district budgets. Chairman Bean stated that this has not been past practice for this budget committee, because when it was tried, the recording of expenditures lagged too far behind to make for meaningful reviews.

Stan Bean stated that the budget committee does allow public input at public hearings. The individual budget presentations are open to the public, but public input is only allowed at then end of the meeting.

Members of the budget committee thanked Ms. Gerlarneau for taking the time to meet with them.

#### Gilmanton School Board and Administration

Superintendent Fauci stated that he and Business Donna Clairmont wanted to meet with members of the Budget Committee to share an overview of the status of the end of the 2010-2011 budget. Donna Clairmont distributed an estimated revenues sheet and an analysis of budget funds returned. Ms. Clairmont indicated that the cost savings were from special education changes that realized a savings and a savings in the Gilford High School tuition from students moving out the district. She indicated that the school board had been proactive in monitoring the budget with members of the administration. She stated that the balance of excess revenues was \$35,000.00. Ms. Clairmont stated that, in the end, the school board is able to return \$435,000.00 back to the town to offset the tax rate. She stated that these funds will go back into the town's general funds.

Regarding this year's already approved budget and the state's new mandates and reductions, the school board and administration looked into the budget to see what areas could be cut without impacting the students' education. The board ultimately reduced the number of paraeducators by four and other items were cut from the budget. The board's and administration's concerns are that it is an unknown of the students coming into the district and whether or not the students coming into the district will have special education needs. She also stated that the district has to project 18 months out based on the population at that time as their budget runs from July 1<sup>st</sup> to June 30<sup>th</sup>.

Superintendent Fauci stated that the student population, as of this date, is up from 385 to 402 students. He is anticipating a few more students before the school year begins.

Mr. Fauci stated that the board and administration will begin drafting their budget in September.

#### Organizational Subcommittee Assignments

Chairman Bean stated that members of the budget committee need to be assigned to the individual budget as a subcommittee to review each department's budget. He stated that Israel Willard indicated that only the elected budget committee members should be part of the subcommittees and not appointed budget committee representatives. Mr. Willard asked to be the school board representative to review the capital reserve funds.

They are as follows:

School Board	Israel Willard
Highway Department	Frank Bosiak
Fire Department	Mark Sawyer
Police Department	Brian Forst
Transfer Station	Frank Gianni
Selectmen	Brian Forst

Chairman Bean stated that Israel Willard was absent this evening because he was serving on the Zoning Board of Adjustment who had a meeting this evening.

Mr. Bean asked that members of the budget committee email him on their preferred evenings to meet. In the past, they have met on Thursday nights.

#### Adjournment

It was the consensus of the budget committee members to adjourn at 8:30 p.m.

Respectfully,

Rachel Hatch,  
Recording Clerk