



## NORTHFIELD BUDGET COMMITTEE

Minutes of the meeting of January 7, 2021

**Present:** Steve Randall, Amy O Hara, Kaitlin Lounsbury, Carl Bartlett, Morris Boudreau, and Selectmen Representative Kevin Waldron.

**Also Present:** Town Administrator Ken Robichaud, and Selectman Glen Brown

**Zoom Attendance:** None

The 2021 Budget Committee meeting was called to order at 7:00 pm by Steve Randall.

Lounsbury/Bartlett moved to approve the minutes from the July 23<sup>rd</sup>, 2020 meeting with corrections to the spelling of “where” to “were” and “hire” to “higher”. All in favor, **Motion Passed.**

Selectman Waldron stated according to the posted agenda it states that the meeting will be hosted on Zoom. The committee delayed any more discussion until the T/A put the meeting up on the Zoom platform.

Meeting commenced with the T/A explaining some of the highlights or changes from the 2020 budget, to the 2021 budget. Some highlights were the consolidation of some salary lines particularly the Town Clerk/Tax Collector Budget as well as the Finance Department Budget has been eliminated and moved and consolidated into the Town Administrators Budget. The Administrative Assistant’s salary has been consolidated and moved from three different salary lines in the budget to the Town Administrators Budget for better transparency.

Outside agencies that receive funding from the Town, is \$5,881.00 below the 2020 request.

There is a decrease in the Workers Compensation Rate for 2021, as well as the Town’s Unemployment Rate for 2021.

Some increases to the 2021 Budget are Property and Liability Insurance which is an increase of \$3,122.00. Health Insurance has an increase of less than 1% and an increase to the NH Retirement Rate on July 1<sup>st</sup> of 3.63% for Group 1 and 5.45% for Group 2.

Also; the Selectmen purchased for all Committee Members a copy of the NH Municipal Associations, Basic Laws of Budgeting for Towns.

Mr. Randall ascertained from Selectman Waldron if there is a Capital Improvement Committee this year. Selectman Waldron stated that there is not. Randall asked why, Waldron explained that the Selectmen put out a notice for any interest in the CIP committee on the website and in the online news bulletin. There was no interest in that Committee. Also; the Town directly solicited the former members who had not expressed interest in serving again. Selectman Waldron stated that Mr. Randall had expressed interest during the summer that he was still interested in serving.

The Committee asked which budgets are ready to review for next week. Selectman Waldron responded that the Town Clerk/Tax Collector and possibly the Police Department. Questions came up about statutorily when the Committee needs to post the budget for a public hearing. It was given that the committee has only 3 weeks to finish their work as the budget needs to be advertised by January 22<sup>nd</sup>. Discussion revolved around what additional days to meet, what time to meet and who to meet with. The Committee decided to do the best that they could with what times they have available. It was also brought up that the Town could postpone the March meeting date and moves it out to a later time. The Selectmen will research this and will discuss this at their meeting on Tuesday.

The committee looked at the Outside Agencies requests and talked about them briefly. The Hall Memorial Library came up for discussion. Lounsbury/Bartlett moved to have Hall memorial Library attend the January 14<sup>th</sup> meeting to answer questions. It was discussed and decided that no motion was needed. Lounsbury/Bartlett withdrew their motion and second. Mr. Boudreau stated that he will get some information from the library meeting on Monday and will bring the information to the Committee next Thursday.

Discussion moved to the Police radios that the Chief wanted to buy last year. The Selectmen were able to purchase six portable radios and 2 vehicle radios in budget year 2020, so no new radios will be purchased in 2021.

The next meeting of Budget Committee will be on January 14<sup>th</sup> at 6:30pm.

No further business to come before the Committee the meeting was adjourned at 8:22 pm.

**Minutes Recorded by T/A Ken Robichaud**

**Minutes were voted on and approved on January 14, 2021.**