



NORTHFIELD BUDGET COMMITTEE

Minutes of the meeting of January 14, 2021

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

Also Present: Town Administrator Ken Robichaud, Selectman Glen Brown, Police Chief John Raffaely, and Town Clerk Cindy Caveney.

The 2021 Budget Committee meeting was called to order at 6:30 pm by George Corliss. Corliss opened the floor for nominations for Northfield Budget Committee Chairman.

Waldron/Bartlett nominated George Corliss for Chairman, all in favor motion passed.

Next for nominations was the Vice-Chairman position. **Waldron/Boudreau moved to have Kaitlin Lounsbury as Vice-Chairman, 6 yes & 1 abstention, motion passed.**

Randall/Bartlett moved to approve the minutes of the January 7, 2021 meeting as presented. All in favor, motion Passed.

S. Randall asked M. Boudreau for information from last week's discussion on the library. M. Boudreau explained that the library has a 501-C-3 exempt status. They can apply for some grants and will attempt some fundraising but with COVID they have been very limited to how much fundraising they can accomplish. He also went on to explain the program with Mr. Paul Blasdell who in the memory of his late wife Raven has established a program to help children in reading literacy.

Questions were asked of the Town Clerk about her budget, all members were satisfied with the answers from the Town Clerk, as there were no big changes to this budget, basically salary and associated costs were moved from the Tax Collectors budget lines to the Town Clerks budget lines for better transparency.

Randal/Lounsbury moved to accept the Town Clerks budget as presented at the Selectmen budget request of \$158,707.00. All in favor, motion passed.

Lounsbury/Waldron moved to accept the Elections budget as presented at the Selectmen's budget request of \$3,500.00. All in favor, motion passed.

As discussed previously in the Town Clerks budget, the salary and associated costs were moved from this budget to the Town Clerks. **Waldron/Bartlett motioned to accept the Selectmen's budget request for the Tax Collector budget of \$5,450.00. All in favor motion passed.**

The Police Department budget was reviewed by the committee and the Chief answered some budget questions which were satisfactory to the committee. The Administrative Assistant hours were reduced from 40 hours per week, to 24 hours per week, which is considered part-time, so this will remove this position from the NH Retirement qualifications. Questions about cruisers from the Committee were directed to the Chief and the Chief responded that he currently is all set.

Waldron/Lounsbury motioned to accept the Selectmen's budget request for the Police Department budget of \$1,054,475.00. All in favor, motion passed.

The Selectmen's budget was reviewed by the Budget Committee and **Lounsbury/O'Hara motioned to accept the Selectmen's budget request for the Selectmen's budget of \$43,395.00. All in favor, motion passed.**

Next was the Town Administrators budget, the T/A explained that salary's from 2 other budgets were brought back into the T/A budget for more clarity and transparency, **Randall/Lounsbury motioned to accept the Selectmen's budget request o for the Town Administrators budget of \$293,198.00, all in favor, motion passed.**

The Town Meeting Budget was reviewed by the Budget Committee with a motion to accept the Selectmen's recommendation of \$2,045.00. **Waldron/Bartlett motioned to accept the Selectmen's request of \$2,045.00, all in favor, motion passed.**

The Treasures budget was next for discussion and discussed was the salary of the Treasurer. Questions were asked if we get a salary survey. The T/A stated that he will research for some information for the next meeting. **Lounsbury/Randall motioned to approve the Selectmen's request of \$3,122.00. All in favor motion passed.**

Revaluation of Property budget was discussed. There is a decrease to this budget as the Selectmen have removed an employee salary split out of this budget and have placed this in the Town Administrators budget. **Waldron/Boudreau motioned to approve the Selectmen's request of \$36,310.00. All in favor motion passed.**

General Govt. Building budget was discussed. There is an upgrade to current security systems and the CCTV camera system. Also 3,000.00 for general upkeep to Town Hall. **Waldron/Randall motioned to approve the Selectmen's request for \$26,151.00, there was a vote of 5-2to approve. Motion passed by majority.**

Insurance-other Budget was reviewed. The T/A stated that there is an existing monetary credit of \$18,000.00 on the Unemployment Insurance line, that is why there is no dollar amount in the line, W/C has gone down for 2021 approx. \$3,122.00, and an increase of \$4,523.00 for property and liability insurance. **Lounsbury/O'Hara motioned to accept the Selectmen's request of \$80,113.00. All in favor, motion passed.**

Fire Budget- This line is used for funding of Dispatching Services for Lakes Region Fire Mutual Aid. **Waldron/O'Hara motioned to accept the Selectmen's recommendation of \$43,001.00. All in favor, motion passed.**

Code Enforcement Budget- No change to this budget from 2020. **Waldron/Bartlett motioned to accept the Selectmen's request of \$18,837.00. All in favor, motion passed.**

Emergency Management Budget- One dollar was placed in this budget as the town is anticipating a grant to assist the town in updating the current Emergency Management Plan. **Randall/Lounsbury motioned to accept the Selectmen's request of \$1.00, all in favor, motion passed.**

The next meeting of the Budget Committee will be on January 21st at 6:30pm.

No further business to come before the Committee the meeting was adjourned at 9.00 pm.

**Minutes Recorded by T/A Ken Robichaud
Minutes approved on January 21, 2021**