

Londonderry Budget Committee

Meeting Minutes

October 22, 2020

The Budget Committee meeting was held at 7:00 PM in the Moose Hill Council Chambers, 268B Mammoth Rd, Londonderry, NH.

Present: Chad Franz - Chair, Jonathan Kipp - Vice-Chair, Jennifer Kenney - Secretary, Christine Patton - Member at Large, Kirsten Hildonen - Member at Large, Steve Breault - Member at Large and Paul Skudlarek - Member at Large

Absent: None

Staff: None

I. CALL TO ORDER:

The meeting was called to order at 7:00 PM by C. Franz.

II. PLEDGE OF ALLEGIANCE and MOMENT OF SILENCE:

C. Franz led the Pledge of Allegiance. Followed by a moment of silence for the families who have lost someone due to COVID.

III. PUBLIC COMMENT:

None

IV. OLD BUSINESS:

a. ACCEPTANCE OF MINUTES:

Motion to accept the minutes from September 24, 2020, regular meeting made by P. Skudlarek and seconded by S. Breault. Minutes accepted with a 7-0-0 vote.

Member	For	Against	Abstain	Absent
Chad Franz	X			
Jonathan Kipp	X			
Jennifer Kenney	X			
Kirsten Hildonen	X			
Steve Breault	X			
Christine Patton	X			
Paul Skudlarek	X			

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V. NEW COMMITTEE BUSINESS:

- a. C. Franz discussed the upcoming budget meetings and the attendance expectation from the Committee. C. Franz stated that he understands situations happen, but members are expected to attend all meetings. C. Franz noted that every member who cannot attend any meeting should inform him ahead of time. All members stated there were no conflicts and will attend.
- b. The Committee discussed the non-profit applications. C. Franz started the discussion by having the Committee review each other's allocations. K. Hildonen re-allocated her funds from the American Red Cross (who did not apply prior to the deadline) to the Sonshine Soup Kitchen and CASA. C. Patton, P. Skudlarek, and S. Breault all re-allocated their funds from the Girls Scouts Troop to the Sonshine Soup Kitchen.
- c. The approved allocated funds from the meeting regarding the \$50k (Community Services Grant Funds) are below. J. Kenney and S. Breault will present these recommend allocations to the Town Council at the November 16, 2020 meeting.

	Budget Committee Recommendation	Agency Requested
AGENCY	FY-22	FY-22
Harbor Homes	\$ 2,584	\$15,000
Rockingham County CAP	\$ 10,144	\$12,000
YMCA	\$ 5,073	\$12,000
Upper Room	\$ 9,460	\$11,700
Sonshine Soup Kitchen	\$ 5,242	\$7,500
Community Caregivers	\$ 5,751	\$6,000
Rockingham Nutrition Meals on Wheels	\$ 3,922	\$4,400
Isaiah 58	\$ 1,358	\$4,000
Waypoint (Child & Family Services)	\$ 2,268	\$3,000
Home Health & Hospice Care	\$ 1,420	\$1,500
Big Brothers/Big Sisters	\$ 804	\$1,000
CASA	\$ 732	\$1,000
Girl Scouts Troop 51150	\$ 357	\$1,000
RSVP Friends Program	\$ 886	\$800
Totals	\$50,000	\$80,900

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Motion to accept the allocation grant funds was made by K. Hildonen and seconded by P. Skudlarek. Motion passes with a vote of 7-0-0.

Member	For	Against	Abstain	Absent
Chad Franz	X			
Jonathan Kipp	X			
Jennifer Kenney	X			
Kirsten Hildonen	X			
Steve Breault	X			
Christine Patton	X			
Paul Skudlarek	X			

VI. LIAISON REPORTS:

a. Department of Public Works – Steve Breault

Nothing to report

b. Police Department – Paul Skudlarek

Nothing to report

c. Fire Department – Jonathan Kipp

There currently is a budget freeze and limited spending. They continue to apply for, and receive grants for equipment, including for the town's emergency operations center/fire department training room since most training is now conducted online.

d. Capital Improvement Plan – Christine Patton & Steve Breault

Nothing to report

e. Town Council – Chad Franz & Christine Patton

C. Franz stated there would be a joint meeting between the School Board, Town Council, and Budget Committee on November 17, 2020, at 7:00 PM in the High School Cafeteria. This will be a meet-and-greet where the elected officials can give their introductions to the community and each other in hopes it will open the lines of communication and promote a healthy working environment where we can encourage mindful budgeting between the two major entities. Though this meeting is not mandatory, C. Franz highly encouraged all members to participate.

C. Franz mentioned that Sherry Farrell our Town Clerk, submitted and received a grant in the amount of \$7,500 to help with election costs this

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year. He noted this was a substantial increase over what other municipalities are receiving and was happy that Sherry saved our taxpayers a considerable amount of money.

He also mentioned Chairman Farrell expressed concerns because local companies who once occupied large office spaces are now moving to a more remote model – leaving these empty non-tax revenue-generating spaces. Also, combined with a decrease of revenue from the meals and rooms tax and the potential decline of car rental registration, the Town Council will receive department head budget proposals at a 2% under default for FY-22.

C. Patton asked to step down from her liaison position for the Town Council. C. Franz requested a replacement, and J. Kenney offered to take over that position for C. Patton.

f. Schools

a. School Board – Kirsten Hildonen

Nothing to report

b. Finance – Jennifer Kenney

J. Kenney attended the School Board meeting held on 10/6/2020. The School Board approved the purchase of 150 laptops for remote learning but not to exceed \$75k.

J. Kenney mentioned that P. Curro said there were no additional grants available to cover the loss of income from the ‘free meal’ extension by the Federal Government.

c. Superintendent – Paul Skudlarek

P. Skudlarek spoke to and received an email from S. Laliberte with questions related to COVID impact. Discussion regarding the positive/negative COVID related budget impacts, unforeseen/unanticipated budget needs, CARES act funding/spending and teachers/substitute teachers, admin personnel impacts.

VII. PUBLIC COMMENT:

None

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VIII. ADJOURNMENT:

Motion to adjourn made by J. Kipp and seconded by S. Breault. Vote passes 7-0-0.

Member	For	Against	Abstain	Absent
Chad Franz	X			
Jonathan Kipp	X			
Jennifer Kenney	X			
Kirsten Hildonen	X			
Steve Breault	X			
Christine Patton	X			
Paul Skudlarek	X			

The meeting was adjourned at 7:34 PM.

XI. UPCOMING MEETINGS:

Fiscal Year 2022 Budget Workshops (Subject to change):

November 07, 2020: Town Budget Workshop

9:00 AM – General Overview by Town Manager

9:30 AM – Police Department

10:00 AM – Fire Department

10:30 AM – Public Works Department

11:00 AM – Library

11:30 AM – Other Departments Summary by Town Manager

12:00 PM – Council / Budget Committee Questions

November 16, 2020, 7:00 PM: Town Budget Workshop

November 24, 2020, 7:00 PM: Budget Presented to School Board

December 3, 2020, 7:00 PM: School Budget Workshops

December 7, 2020, 7:00 PM: Town Budget Workshop/Public Hearing

December 10, 2020, 7:00 PM: School Budget Workshops

December 17, 2020, 7:00 PM: School Budget Workshops

December 21, 2020, 7:00 PM: Town Budget Workshop

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January 7, 2020, 7:00 PM: School Budget Workshop

January 14, 2020, 7:00 PM: School Budget Public Hearing

January 18, 2020, 7:00 PM: Second Town Budget Public Hearing, Adoption of FY
2022 Budget and Final Vote on Warrants

February 5, 2020: School Deliberative Session

February 6, 2020: Town Deliberative Session