

Subject: Finance Committee Minutes

Date: August 23, 2012

Time: 7:00 – 9:00 pm

Place: Town Hall Meeting Room

Attending Committee Members: Rick Pocklington, Linda Chomiak, Dennis Skey

Also Attending: Tad Putney (Town Administrator)

## **Disbursements**

Tad explained that Beltron Communications on the police budget is for Gunlocks for cruisers.

Do we have a contract with Bit Tech?

Tad advised the committee talk to the chief

Tad explained that EarthLink is for phone (land-lines) for the town buildings.

Formerly, One Communications

Tad explained that U.S. Cellular is for cell phones.

All departments use cell phones

Tad explained that Hallmark is for Copy machines

Town hall, Safety complex, and Police

Police has their own contract

The units are leased

Town hall three-year lease almost up

Tad believes the town has had very good experience with them

Tad believes that Information Managements Corp are for the mobile data units

Tad advises the committee ask the police chief

Regarding an expenditure to Two Dave Auto, Tad advises the committee talk to the police chief.

The committee wanted to know if there is a maintenance plan and whether we could partner with Hollis.

Tad explained that Hollis leases their cruisers, and that the Brookline police chief is looking into leasing as an option for Brookline.

Tad advised the committee to talk to the fire chief to discover whether the fire department has a vehicle maintenance plan.

## **Audit**

Tad expects the audit to arrive in the next few days, and will send the committee a copy

## **Pensions coming due**

Tad and Dennis explained that New Hampshire uses a cash accounting system that hides debts in liabilities.

## **Budget Season**

October 1 is the first combined meeting with the Board of Selectmen.

Tad informed the committee that the Board of Selectmen gave a guidance of an overall flat to declining budget.

Tad informed the committee that Karl forecasts \$3.25 for gas and \$3.50 for diesel.

## **Revenues**

According to Patty (by way of Tad), Brookline always has been able to collect taxes from foreclosures

Foreclosures are public

Late taxes are not public

Through Aug 12 last year, Brookline had collected 95.2%

This year, it's 95.9%.

## **Highway Snow Plowing**

Rick was curious whether snow plowing bills for December would show up in the books for the following year.

Tad explained that the books close around 1/7, so some expenses can carry over into the next year.

## **Budget Projections**

The projected 2012 budget expenditures for the Executive account are much lower because the town administrator was hired later than expected.

Tad and Rena looked at what end-of-year expenses would happen when forming these projections.

## **Budget Committee Warrant Article**

The committee does not wish to pursue a budget committee this year

We recommend it for the following year

We want a secretary once it goes to a budget committee

## **Safety Complex**

Linda asked what the change order process is for the safety complex.

The committee believes somebody needs to be doing accounting work on the safety complex committee to sign off that the work's been done.

According to Dennis, we have an obligation to show the bond proceeds are spent on what they are supposed to be spent on, to maintain the bond tax status.

Below is the amount appropriated and the "total bid" from Eckmann, including the subcontractors.

Appropriation	\$1.39 million
Estimated cost at town meeting	\$1.212 million
Calculated cost	\$1.231 million
Final price after cutting some things	\$1.222 million

The committee wants to know what happens to any extra money bonded, but not spent.

Rick Pocklington  
Rick Pocklington

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Linda Chomiak

Dennis Skey  
Dennis Skey