

Town of Farmington  
Budget Committee Meeting Minutes  
Wednesday, March 24, 2021

**Committee Members Present:**

Jodi Connolly, Chairman  
Neil Johnson, Selectmen's Rep.  
Tim Brown, School Board Rep.  
Bob Morgan  
Sylvia Arcouette  
Blanche Tanner  
Elizabeth Johnson  
Chad York

**Committee Members Absent:**

Joe Pitre  
Jeremy Squires, excused

**Others Present:**

Arthur Capello, Town Administrator  
Ruth Ellen Vaughn, SAU Superintendent  
Brian Cisneros, Business Administrator

**1). Call to Order:**

Chairman Connolly called the meeting to order at 7:03 p.m.

**2). Pledge of Allegiance:**

All present stood for the Pledge of Allegiance.

**3).Swear-in Members/Election of Officers:**

Selectman Johnson swore in Bob Morgan as a member of the Budget Committee.  
Chairman Connolly said following the Town elections there were 2 open seats on the committee and that Elizabeth Johnson has applied to fill one of the seats. She called for a motion to appoint Mrs. Johnson to the committee.

**Motion:** So moved by Mrs. Arcouette; seconded by Mr. York

**Vote:** The motion passed 6-0-1 (N. Johnson abstained).

Selectman Johnson swore in Mrs. Johnson as a member of the Budget Committee.

**Chairman:** Chairman Connolly called for nominations for Committee Chairman:

**Motion:** (Arcouette, second E. Johnson) to nominate Jodi Connolly for Chairman;

Mrs. Connolly accepted the nomination. There were no other nominations.

**Vote:** The motion passed 7-0-1 (Connolly abstained).

**Vice Chairman:** Chairman Connolly called for nominations for Vice Chairman.

**Motion:** (Connolly, second Brown) to nominate Sylvia Arcouette for Vice Chairman;

Mrs. Arcouette accepted the nomination. There were no other nominations.

**Vote:** The motion passed 7-0-1 (Arcouette abstained).

**Secretary:** Chairman Connolly called for nominations for Secretary.

**Motion:** (Brown, second York) to nominate Elizabeth Johnson for Secretary;

Mrs. Johnson accepted the nomination. There were no other nominations.

**Vote:** The motion passed 6-0-2 (N. Johnson, E. Johnson abstained).

**Capital Improvement Plan Committee Rep.** - Chairman Connolly asked about the meeting schedule and amount of time involved for the members of the CIP Committee.

Mr. Capello said they meet 1-2 times a month Aug. through Feb. usually on a Wed. at 4 p.m.

Mr. Brown said the CIP Committee is going to ask for a meeting with the Board of Selectmen to propose a solution and if that is the path they choose it will probably be a once a month commitment for the committee members, possibly more during budget season. He said right now it is minimal meetings but depending on what the Selectmen decide it may be more intensive work.

Mrs. Connolly asked if any of the members present were interested in representing the Bud Com on the CIP Committee.

Ms. Tanner asked if they could wait until the next meeting and ask Mr. Squires if he is interested in remaining as Bud Com rep. to the CIP Committee.

**Motion:** (Arcouette, second Morgan) to table the appointment of the Bud Com rep. to the CIP Committee to the April 28 meeting passed 8-0.

#### **4). Review of Minutes:**

February 10, 2021 – Public Hearing- Town Budget/Warrant Articles- No errors or omissions

**Motion:** (Arcouette, second York) to accept the minutes as written passed 7-0-1 (Connolly abstained).

#### **5). Public Comment:**

Ms. Tanner said she would like to give a “shout out” to thank Samantha Place for her time and all the work she did for the committee. She said hopefully she will come back at some point.

Mrs. Connolly agreed and noted there is still one open seat on the committee and she could always come back.

#### **6). Review Town Reports:**

Mr. Capello said there wasn’t a lot to report as they just got the Town budget 2 weeks ago.

**Actual & Anticipated Revenues – General Fund - February 2021-** Mrs. Connolly said we have been in this budget for 3 months now and asked how it has been doing during that time.

Mr. Capello said it has been doing fine and there has been nothing unexpected as of yet.

Mrs. Connolly asked if the Town would be getting any more COVID-19 relief money.

Mr. Capello said with the latest bill that passed the Town will be getting \$690,000 (over 2 years) but it can only be spent on specific things. He said there not a lot of information on it available yet but he has learned it can be used to make up for lost revenue so if the Town doesn’t receive the normal allocation from the state Highway Block Grant or the Rooms and Meals tax they can use the COVID money for that. The Town may be able to use it for water and sewer infrastructure repairs but I don’t want to go into details yet because there is zero guidance out

there he said.

Mr. Johnson said the Rooms and Meals Tax doesn't seem like it is going to be as severely impacted as was anticipated. He said they anticipated receiving only 60%-70% of the revenue the Town got last year and it now looks like we will receive about 98% which is difference of about \$5,000. That should reduce the tax impact by 19 cents he said.

Mr. Capello said that unfortunately the Highway Block Grant still looks bad and they budgeted the anticipated revenue at 70% as they expected it to be down.

**Actual & Budgeted Expenses & Encumbrance** – **General Fund** – **February 2021** – Mrs. Connolly asked if the committee used to receive the prior year's budgeted amount with this report.

Mr. Capello said not in the monthly reports but they will receive that information during budget season.

There were no other questions or comments on this report.

**Remittance Report** – **01/01/21-02/28/21** – Mrs. Connolly said Mr. Capello mentioned the Town may be starting up the Recreation Dept. programs again.

Mr. Capello said they are currently advertising for a Rec. Dept. Director. He said the UNH Parks and Rec. Needs Assessment Study report was presented to the Selectmen on Monday and they are also going to work with the Town to get things going. He said there are a lot of great ideas for quick programming to get the dept. up and running and back to where it should be and then add some creative programming for the future.

## **7). Review School Reports:**

Mrs. Vaughn said their next grant under the **Elementary and Secondary School Emergency Relief funds (ESSER 2)** is in the state portal so it is accessible to the district and they are planning to hold a public hearing to accept the funds in the next week or two. She said the 2 year grant was supposed to be for \$1.73 million and they were shorted by about 36 cents. She said they are talking about a possible ESSER 3 grant down the road and they don't have any solid information on what formula will be used for that yet.

She said right now they are in the process of determining where the ESSER 2 funds will be spent and they hope to hold the public hearing on April 5. She said they will have a broad outline of where the money will spent at the hearing as they are in the process of getting quotes for technology infrastructure, HVAC improvements, Learning Loss solutions and purchasing 2 buses and the money will go quickly.

Mr. Cisneros said he is trying to include the known future expenses in the grant so there are fewer expenses down the road. He said the next grant will require that 20% of the money received will go strictly to academics and if it is the same amount as the ESSER 2 grant that will be \$364,000 that must go for academic purposes.

Mr. Brown said the School Board voted to purchase 2 buses last Monday, identified 8 category areas in learning loss and truancy and the infrastructure improvements are under consideration but no decision has been made to spend the money.

Mr. Johnson asked if the public hearing was to accept unanticipated income.

Mr. Cisneros said yes.

Mr. Johnson said he thought this was only a 34 cent difference from what they got last year.

Mrs. Vaughn said the 34 cent difference is in the amount they were told they would receive for ESSER 2 (\$1.73 million) and that they received \$362,000 last year.

**YTD Expenditure Report – Grants Special Revenue Funds – 7/1/20-6/30/21 (as of 2/26/21) -**

There were no questions or comments on this report.

**General Fund 10 – YTD Expenditure Report - 7/1/20-6/30/21 (as of 2/26/21) –** Mrs. Connolly asked if the warrant article for the Social Worker passed.

Mrs. Vaughn said it passed and it was reduced at the Deliberative Session to \$1 because it is something that can be funded from the ESSER grant.

**Feb. 2021 School District Budget Update Report** – Mr. York asked if they are still on track to save \$1 million from the budget.

Mr. Cisneros said they are on track and pointed out on the bottom of page 1 it shows the Anticipated Available Balance is \$954,078.66 which is a rough estimate and they actually have a little bit more right now. As we go through each month toward the end of the year that number gets a little more solid so we're right in the ballpark where we want to be he said.

**All Funds – Revenue Report – 7/1/20- 6/30/21 (as of 3/1/21)** – There were no questions or comments on this report.

#### **8). Other Business:**

**Free Senior Meal** – Mrs. Arcouette said that on 3/31/21 the Friends of Farmington are putting on a free senior meal from 12 noon to 1:30 p.m. at their building at 480 Main Street. She said for more information to call Kathy at 978-5741.

Mr. Brown said it will be a take-out meal with ham and fixings and the FHS sophomore class is providing Easter cupcakes.

Mrs. Arcouette said treat bags will also be given with the meals. Happy Easter from the Friends of Farmington she said.

#### **9). Next Meeting:** Wednesday, April 28, 2021

#### **10). Adjournment:**

**Motion:** (Arcouette, second York) to adjourn the meeting passed 8-0 at 7:27 p.m.

Respectively submitted

Kathleen Magoon, Recording Secretary

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Jodi Connolly, Chairman