

BUDGET COMMITTEE MEETING

June 20, 2018

Town Office

PRESENT: Committee Members, Marc Fortier, Pat Mittleider, and Jay Hopkins. Alan Doyle was absent. Also present was Carlotta Pini, Town Administrator

The meeting was called to order at 6:30 p.m. Selectman Hopkins pointed out that the meeting had been posted at the Town Office, the Post Office, and on the Town's website.

There was some discussion about the warrant article to abolish the Budget Committee, which was approved by voters. It was noted that a legal interpretation of RSA 669:17-b, requested by the Selectmen, is the reason why the Committee is meeting this year, despite the vote.

Marc Fortier informed the Committee that the Chairman, Dan Heath, had resigned. Marc moved to accept Mr. Heath's resignation. Pat Mittleider seconded, and the motion was approved unanimously.

Jay Hopkins moved to name Marc the Chairman. Pat seconded, and the motion was approved unanimously.

Marc moved to fill the vacant position by appointing Jim Hicks. He explained that Mr. Hicks ran for the position but was not elected. Pat asked if Marc knew him. Marc explained that Jim had been the Town's Emergency Management Director. Marc also noted that Mr. Hicks was interested in the position. Pat seconded, and the motion was approved unanimously.

Selectmen Hopkins explained that Carlotta Pini would be attending meetings and taking minutes. Carlotta distributed budget/expenditure reports for the year-to-date. The Committee asked Carlotta to send Mr. Hicks a letter notifying him of his appointment, along with a copy of the minutes.

Pat asked about establishing a schedule. Jay said that the Department Heads would begin meeting with the Selectmen in late September, early October. The Committee agreed that joint meetings, like last year, would be most effective. In the meantime, they will review the budget/expenditure and revenue reports and monitor spending and income.

There was a brief discussion about the report distributed. A question was raised about how transfers would be handled, as well as an over/under dollar amount, rather than a percent. Carlotta will learn more about the reporting functions of the software, BMSI. There was also a discussion about whether department heads were held to the bottom line or each individual line item. Jay explained that they prefer line items, but as long as the bottom line is held, that's most important.

After some discussion, the Committee agreed to meet jointly with the Board of Selectmen at its August 7, meeting at 6:30 p.m. The Committee will hold its next meeting on September 10 at 6:30 p.m.

The meeting adjourned at 7:00 p.m.

June 20, 2018 Budget Committee minutes approved by:

Marc Fortier

Jay Hopkins

Pat Mittleider