



# **TOWN OF HAMPSSTEAD**

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## **BUDGET COMMITTEE**

### **MINUTES**

**Thursday, April 11, 2013**

**PRESENT:** Proctor Wentworth, Matt Murphy, Steve Londrigan, Ann Howe and Jorge Mesa-Tejada

**CALL TO ORDER:** The meeting was called to order at 7:00 PM by sitting Chairman, Matt Murphy, followed by the pledge of allegiance to the flag, led by Mr. Mesa-Tejada.

**OPENING COMMENTS:**

Mr. Murphy welcomed the three new members to the Budget Committee and announced that tonight would be a reorganization of the board.

**ELECTION OF OFFICERS:**

He asked for nominations from the floor for Chairman.

Mr. Mesa-Tejada nominated Matt Murphy to be chair. The motion was seconded and the vote was unanimous.

Mr. Murphy thanked the other members. He then asked for nominations for Vice Chair. Mr. Wentworth nominated Steve Londrigan to be Vice Chair. There was a second. The motion was defeated 2 in favor and 3 against.

Mr. Londrigan nominated Ann Howe to be Vice Chair. The motion was nominated and the motion passed with three in favor and two against.

Mr. Murphy asked for nominations for Secretary. There were none from the floor. He noted that he served as Secretary last year and Mr. Wentworth the year before so he then nominated Mr. Mesa-Tejada. Mr. Mesa-Tejada declined the nomination. Eventually Steve Londrigan was nominated for Secretary. The motion was seconded and passed.

**LIAISON ASSIGNMENTS:**

Board of Selectmen- Mr. Wentworth

Town Clerk Tax Collector- Mr. Wentworth

School Board- Mr. Mesa-Tejada, Mr. Murphy, and Mrs. Howe

Police/ACO- Mr. Londrigan

Fire- Mr. Wentworth

Highway- Mr. Murphy

Library- Mr. Londrigan

Recycling and Solid Waste – Mr. Mesa-Tejada

There is no capital needs committee at this time.

Recreation- Mr. Londrigan

Cable Committee-Mrs. Howe

Conservation- Mrs. Howe

The only Union Contract up for 2014 is the Police Union.

Mr. Mesa-Tejada gave a brief overview of the purpose of the budget committee and what authority they have. He explained that RSA 32 governs finances for communities and RSA 32:24 that talks about other committees whereas the budget committee is advisory.

He went over RSA 91A, RSA 33 and RSA 40:13 (SB2)

Mr. Mesa-Tejada requested that at the next meeting they have an educational class to go through the process of how the budget is created and what the chart of accounts for the town and school are comprised of.

Mrs. Howe asked if it was possible to have a projector available and Mr. Murphy will look to see if he has one.

Mrs. Howe mentioned that she has looked over some material and would like the budget to be as transparent as possible. She also noted that in reviewing the Annual Report there were things that could be made more transparent and easier to read. She will bring this forward at a future meeting.

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Chairman Murphy directed the school board liaisons to start attending school board meetings. There are a couple of big items going on now, the Assistant Superintendent search and the recent resignation of the Middle School principal. Budget discussions don't usually start until October. The Budget Committee will look to have a "kick off" meeting with the Board of Selectmen, Library Trustees and School Board members at the September meeting. Chairman Murphy suggested that any department knowing of large purchases may want to make the committee away of it.

**VISITOR COMMENTS:**

Bob O'Brien- He noted that he was happy with the configuration of the current board and advised Mr. Londrigan, as a Budget Committee member liaison to the police department to keep them on task and on budget. He suggested that the members take advantage of the "Basic Law of Budgeting" conference that is held normally sometime in September through the Local Government Center. They have a good conference with a lot of information and the book for each attendee to take home.

Mr. O'Brien also noted that has been appointed to the search committee for the Assistant Superintendent along with 13 other people (7 from Hampstead and 7 from Timberlane).

Mr. Mesa-Tejada reminded Mr. O'Brien to be careful and watch the contract of the Assistant Superintendent.

Mr. O'Brien also suggested that the Budget Committee continue to get the School Board to report information that is more readable and in line with the town such as job titles with the names and income, such as 'teacher'.

Mrs. Howe asked about communications amongst the members and if it was allowed. Chairman Murphy explained that between two members of the committee, it is allowed, but once a quorum of the members is together and they discuss business it becomes a meeting and needs to be duly noted.

The same applies to communications via email, if it goes to the whole board and discusses business, it becomes a public record. Mrs. Howe asked if it was okay to contact any member of the committee if she was running late and is she could have contact information.

**MEETING SCHEDULE/CLOSING COMMENTS:** Chairman Murphy will keep put the agenda together for the next meeting.

**ADJOURNMENT:** On a motion from Jorge Mesa-Tejada and seconded the meeting was adjourned at 7:28 PM.

For the Committee

Stephen Londrigan  
Secretary