



Town of Plaistow ♦ Budget Committee
145 Main Street ♦ Plaistow ♦ NH ♦ 03865

BUDGET COMMITTEE MEETING

MINUTES:

DATE: Tuesday, March 17, 2009

MEETING CALLED TO ORDER: 6:34 pm

PRESENT: Ron Hayes - Vice Chairman, Normand Bouchard, Michele Conte, Dan Hooper, Joyce Ingerson, Neal Morin, Kristin Lewis Savage, John Sherman, Martha Sumner, Catherine Willis

ABSENT: Bernadine Fitzgerald, Gayle Hamel, Ben Sadewicz

AGENDA:
Board welcomes new member, Neal Morin.

MINUTES:
Motion by K. Lewis Savage to approve the two sets of minutes for Thursday, January 15, 2009 as amended.
2nd by M. Sumner.
Vote 8-0-2.
Abstain: M. Conte and N. Morin.

REORGANIZATION
Chairman
Motion by M. Sumner to nominate K. Lewis Savage.
2nd by D. Hooper.
Vote 8-0-2.
Abstain: K. Lewis Savage and J. Sherman.

Vice Chairman
Motion by M. Conte to nominate D. Hooper.
2nd by N. Bouchard.
Abstain: J. Sherman and D. Hooper.

Motion by J. Ingerson to nominate M. Sumner.
2nd by K. Lewis Savage.

***Motion by D. Hooper to close the nomination.
2nd by M. Sumner.***

Board holds discussion regarding the two Vice Chair nominees.

D. Hooper declines Vice Chair position.

Vote 8-0-2.

Abstain: M. Sumner and J. Sherman.

Conclusion:

K. Lewis Savage is Chairman of Budget Committee.

M. Sumner is Vice Chairman of Budget Committee.

Capital Improvement Plan

Representative: N. Bouchard and R. Hayes.

Alternate: M. Sumner.

Public Safety Complex Expansion Committee

Representative: J. Ingerson.

Alternate: M. Conte.

Open Space, Town Land and Building Committee

Representative: N. Morin.

K. Lewis Savage notes that there is no Training position but would like to establish one and suggests for Dan Hooper to take over training for the Budget Committee. She notes he has supplied the Board with Outline of Topics for this evening. She and Dan hold a discussion regarding his acceptance of the newly established Training position. Dan accepts.

D. Hooper discusses his handout, Outline of Topics, training items, Town web site and putting information on the site.

K. Lewis Savage thanks members for volunteering and explains that there are two sheets going around with contact information for them to review and make changes if necessary. She discusses terms of BUDCOM members and reads her email: The cycle works that there are 12 members; 4 are to be elected each year, each for 3 year positions. The only way to get one or two year terms is if someone resigns/leaves the committee for whatever reason, then someone gets appointed to fill out the remainder of that year/elected at the next cycle to fill out that term, this keeps it on the above rotation. Norm was clearly elected to the 1 year position that was on the ballot, which is the remainder of Bob Gray's term he vacated when he got elected as Selectman. Mickie, Catherine, Gayle and Ben were clearly elected to the 4 three year terms. The remaining members: Martha, Joyce, Dan, and Kristin have 2 year terms left, and Bernadine and Ron have 1 year left, bringing the total to 11 members. BUDCOM now has one opening as a result of accepting Jan's resignation, and she had 1 year left on her term. Neal Morin was the next highest vote receiver on a write-in campaign; the majority of the BUDCOM is in favor of

exercising their authority to appoint Neal to the vacant position which will then give the Board a full 12 member board, and then 4 (Norm, Neal, Ron and Bernadine) will be up for election next year, and there would be 4 three year terms on the ballot, barring anyone else leaving the committee before their term expires.

Motion by M. Sumner to appoint Neal Morin to a one year position.

2nd by J. Ingerson.

Vote 8-0-2.

Abstain: J. Sherman and N. Morin.

K. Lewis Savage discusses the confusion due to the Town Clerk web site having Martha's term expiring 2011 and Town Report Budget Committee page having her term as expiring in 2009.

Board holds discussion regarding the start time of the Budget Committee meeting. Consensus is to keep meeting start time at 6:30 pm.

K. Lewis Savage discusses the process for minutes: minutes will be taken, the following week the Board will have the minutes to review and then the following week they will be approved.

K. Lewis Savage notes that the Agenda will come from her, the Chairman.

K. Lewis Savage notes the general pattern for the budget process will be to take a first pass around to present, then questions and comments, the budget will be reviewed and seen once, items will not be reopened, once they are reviewed Board will move on to Warrant Articles. There will be one night devoted to last minute questions and the approval of the budget will be the last night they meet.

ELECTION

M. Conte discusses vote results and inquires as to how it compares to previous years.

Board holds discussion regarding vote on Budget and outcome.

M. Conte discusses Deliberative Session and notes her uncomfortable feelings about the actual expenditures.

S. Fitzgerald holds discussion regarding the MS-7 document and presentation and approval of Budget.

M. Conte inquires as to what the Actual numbers are.

S. Fitzgerald notes he does not have those numbers with him. He discusses freezing of the budget, the TAN and department expenditures.

J. Sherman discusses presenting numbers at the Public Hearing as they have done in the past and the real numbers from BMSI system that Lori Sadewicz monitors.

S. Fitzgerald discusses the format of the budget; rolling the budget up instead of rolling it down and efficiencies to capture time.

J. Sherman discusses how he helped count some of the ballots, noting the machine does count most, however the machine does kick some out due to various reasons. He noted that there was a stack of ballots that had no names checked off, they were blank and discusses tallying the total.

K. Lewis Savage asks Dan when the first training session would be.

D. Hooper notes he is looking at June.

K. Lewis Savage inquires if May would be better to get the ball rolling.

S. Fitzgerald discusses a May meeting is appropriate if we wanted to do an After Action and to keep concerns with 2009 fresh in our minds.

K. Lewis Savage We are a portion of the overall Town budget, the school budget did not pass in Plaistow, not sure of the status of the school budget committee however there was an opening and encourages someone to volunteer.

D. Hooper notes that May would be basic training and June would be with DRA. He schedules May 19th at 6:30 here for approximately 1.5 hours for training.

K. Lewis Savage notes that September 15th will be the first date to start regular meetings of the Budget Committee. She notes Sean can set up a tentative schedule as to when the departmental budgets will be presented.

Board discusses excess of paper and reducing for the coming budget season.

Meeting adjourned at 7:45 pm.

Respectfully Submitted,
Audrey Michaud