



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

BUDGET COMMITTEE MEETING

MINUTES:

DATE: Tuesday, May 19, 2009

MEETING CALLED TO ORDER: 6:32 pm

AGENDA:

Roll Call

PRESENT:

Kristin Lewis Savage - Chair, Martha Sumner – Vice Chair
Normand Bouchard, Michele Conte, Gayle Hamel,
Dan Hooper, Ron Hayes, Catherine Willis,
John Sherman, Ben Sadewicz, Neal Morin

EXCUSED:

Bernadine Fitzgerald, Joyce Ingerson

MINUTES:

Motion by M. Sumner to approve the minutes from March 17, 2009.

2nd by C. Willis.

Vote 9-0-2.

Abstain: G. Hamel and B. Sadewicz

BUDGET WORKSHOP

“A primer for all” presented by Dan Hooper

D. Hooper set up slide show pertaining to Budget Workshop and discussed: Budget Training which was broken down into 3 parts: Basic (May), By DRA (June) Timely (Sept); Basic Training and it's goal; Outline of Basic Training Topics: Understanding the RSAs which are the State laws under which we operate; revised statutes annotated; which ones are commonly used (Chapter 32 & 40); SB2 and its impact (Senate Bill 2); and Purpose of the Budget Committee.

Board discussed purpose of the Budget Committee. Noted was the Budget Committee is the Appropriations Committee.

K. Lewis Savage discussed Budget Committee members getting information from department heads however the BOS has say over the department heads. Noted was that Department Heads are wanted to be in attendance for the initial presentation of the budget to answer questions.

D. Hooper noted that a quorum for the Budget Committee is seven or more. Absenteeism of 4 or more unexcused absences removes you from the committee.

S. Fitzgerald discussed statutory language; not micro managing; past history; appropriation requests and working well together: governing body, budget committee and Town staff.

K. Lewis Savage discussed: conduct of meetings; who presents (department heads and/or other employees/officials associated with department); 3 stages of the budget: accept, review, approve; and Robert's Rules (frame of what should be followed).

J. Sherman noted that Robert's Rules are only a guide.

K. Lewis Savage discussed: how to motion; and vote record (requirement) noted was majority is one more than half of those that vote "yes or no".

Library 2009 Budget Worksheet handed out to all members of the Budget Committee.

Board reviewed and discussed Expenditures and Revenues worksheets which were emailed to all members earlier.

Board discussed next meeting which will be announced at a later date.

K. Lewis Savage welcomed Gayle Hamel, Neal Morin and Ben Sadewicz as new members to the Budget Committee.

Meeting adjourned at 8:02 pm.

Respectfully Submitted,
Audrey Michaud