



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

**BUDGET COMMITTEE MEETING MINUTES**

**DATE:** Tuesday, December 14, 2010

**MEETING CALLED TO ORDER:** 6:38 pm

**PRESENT:** Kristin Lewis Savage – Chair, Martha Sumner - Vice Chair, Norman Bouchard, Michele Conte, Gayle Hamel, Tricia Holt, Dan Hooper, ***Joyce Ingerson - excused***, Neal Morin, Ben Sadewicz, Leona Stevens, ***Catherine Willis - excused***, John Sherman–Selectmen Rep.

Additional Attendee: Sean Fitzgerald, Town Manager & ***Lori Sadewicz, Finance Director- excused***

**AGENDA:**

**MINUTES:**

***Motion by T. Holt to approve the Minutes of November 30th, 2010 as written.***

***2nd by G. Hamel.***

***Vote: 8-0-3.***

***Abstain: M. Sumner; T. Holt and L. Stevens.***

**REVENUE REVIEW**

K. Lewis Savage discussed updated Revenue information requested for this evening.

S. Fitzgerald discussed Lori's absence and getting the Revenues for Budget Committee tomorrow.

**EXPENDITURE REVIEW**

K. Lewis Savage discussed Expenditure Reports and requested information to be distributed.

S. Fitzgerald noted he would have them emailed out tomorrow.

**BUDGET REVIEW**

S. Fitzgerald discussed updates on Elections Budget; purging of voting list; increase cost due to change; the vote of the BOS to increase the budget from \$175 to \$345; postage increased from \$250 to \$830 to notify individuals that they will be removed from the list; bottom line increased from \$18,974 to \$19,724 for a total increase of \$750; and the figure BudCom saw last week was \$18,974.

***Motion by D. Hooper to take Elections modified budget under consideration for \$19,724.***

***2nd by M. Sumner.***

***Vote 11-0-0.***

S. Fitzgerald discussed page 7 and 8 of the budget (Personnel Administration); the Board picked up the Budget Committee's recommendation to reduce Employee Relations line; and Board went back to the original \$500 for a \$4,500 reduction.

J. Sherman discussed decision of BOS from last night.

S. Fitzgerald supported the reduction.

***Motion by M. Conte to accept for consideration the revised number on Personnel Administration for \$1,365,764.***

***2nd by G. Hamel***

***Vote 10-0-1.***

***Abstain: K. Lewis Savage.***

S. Fitzgerald discussed computational error in Highway Department Budget (page 22); Board addressed computational error; bottom number was not rolling into the total; Board voted; now consistent with Budget Committee for a total of \$557,090; and Board and Budget Committee are not in sync with \$7,452,029.

K. Lewis Savage inquired if the Committee would receive updated information regarding utilities and gas lines next week.

S. Fitzgerald noted they would.

### **WARRANT ARTICLE REVIEW**

S. Fitzgerald discussed changes submitted from last week's Budget Committee meeting; recommendations submitted to the BOS; BOS accepted the changes; updated fund balances; and end of December having final fund balance and updating once more.

K. Lewis Savage inquired about suggested changes by BudCom for Article K - Improvements at Recreation Facilities regarding removing the specifics from the Article.

J. Sherman noted he would bring the changes back to the BOS.

K. Lewis Savage requested additional information on Child and Family Services and CASA.

J. Sherman discussed two typos on both Articles L and M and suggestion by BudCom to remove the word "requested" but it was not brought to the BOS.

N. Morin, J. Sherman and S. Fitzgerald discussed Article F - Building Systems Capital Reserve Fund Deposit and fund balance.

D. Hooper inquired about Red Cross Warrant Article.

J. Sherman noted it was listed as a courtesy but they are not asking BudCom to vote on it.

M. Sumner inquired where the Town stood if the Budget and the Warrant Articles all passed in relation to tax impact.

S. Fitzgerald noted he did not have the numbers but could get them.

J. Sherman discussed Article E – Public Safety Expansion Feasibility Study and noted "best" was deleted after the words "study to".

**Discuss upcoming meetings/schedule and handouts**

Committee discussed upcoming meeting dates (next Tuesday); possibility of meeting on January 4th to vote on Articles; meeting on the 21st of December; not meeting on the 28th; approving items; finalizing items; and updated information on Warrant Articles.

**Committee Reports**

No Committee Reports.

**Old Business**

No Old Business discussed.

**New Business**

No New Business discussed.

Meeting adjourned at 7:18 pm.

Respectfully Submitted,  
Audrey DeProspero