



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

**BUDGET COMMITTEE MEETING/PUBLIC HEARING MINUTES**

**DATE:** Tuesday, January 13, 2011

**MEETING CALLED TO ORDER:** 6:32 pm

**PRESENT:** Kristin Lewis Savage – Chair, *Martha Sumner-Vice Chair-arrived 7:14pm*, *Norman Bouchard-excused*, Michele Conte, Gayle Hamel, Tricia Holt, Dan Hooper, Joyce Ingerson, Neal Morin, *Ben Sadewicz-excused*, Leona Stevens, Catherine Willis, *John Sherman-Selectmen Rep-arrived 6:38pm*

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

**AGENDA:**

**MINUTES:**

*Motion by T. Holt to approve the Minutes of January 4, 2011 as written.*

*2nd by D. Hooper*

*Vote: 9-0-0.*

*J. Sherman arrived at 6:38 pm*

**BUDGET**

S. Fitzgerald discussed changes by Board of Selectmen (Executive Department and Personnel Budget).

**Executive Offices**

*Motion by G. Hamel to approve the Executive Office Budget for \$276,302.*

*2nd by T. Holt.*

*Vote 10-0-0.*

K. Lewis discussed Memo from Sean and changes regarding FICA, Medicare & NH Retirement.

**Personnel Administration**

*Motion by D. Hooper to approve the Personnel Administration Budget for \$1,372,711.*

*2nd by L. Stevens.*

*Vote 9-0-1.*

*Abstain: K. Lewis Savage.*

**WARRANT ARTICLES**

K. Lewis Savage noted there were no petition articles.

J. Ingerson discussed Warrant Articles recommended by Budget Committee.

J. Sherman noted Warrant Article A was adjusted.

K. Lewis Savage noted the Committee would need to look at that Article also.

**A. 2011 Operating Warrant Article**

***D. Hooper recommended to accept Warrant Article A as amended.***

***2nd by M. Conte.***

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

K. Lewis Savage and S. Fitzgerald discussed COPS Grant and Special Town meeting.

J. Sherman discussed Acquisition of Land and/or Buildings Fund Warrant Article.

D. Hooper discussed Budget Committee not needing to make a recommendation because there was no monetary appropriation involved. He did not see a problem passing this forward with listing the Budget Committee.

J. Sherman noted the words after the BOS tally need to be deleted.

K. Lewis Savage discussed checks needing to be in place and inquired if there were checks in place regarding purchasing. She discussed Public Hearings and petition by 50 or more citizens.

J. Sherman discussed RSA 41:14a and read wording.

K. Lewis Savage noted the Budget Committee did not need to vote, it was only informational.

J. Sherman noted he was going to vote to amend the Intent of the Article at Deliberative Session.

K. Lewis Savage discussed other additional Warrant Article and noted Budget Committee did not need to vote on it either, it was only informational

**DEFAULT BUDGET**

K. Lewis Savage discussed MS7 and inquired if anyone wanted to go over it or discuss during Public Hearing.

D. Hooper noted he was okay with it.

K. Lewis Savage opened Public Hearing up at 7:03 pm.

**PUBLIC HEARING**

S. Fitzgerald asked for moment of silence for the shooting victims in Arizona.

K. Lewis Savage noted Selectmen Blinn and Gray were present.

K. Lewis Savage reviewed the Budgets noting changes; increases; decreases and totals to:

- Executive Offices \$276,302;
- Town Clerk \$102,697;
- Elections \$19,724;
- Finance \$83,000;

- Assessing \$164,899;
- Tax Collector \$49,844;
- Treasurer, Trustees, Budget Committee \$8,214;
- Legal Expense \$46,000;
- Personnel Administration \$1,372,711;
- Planning \$77,021;
- Zoning \$10,567;
- General Government Buildings \$181,785;
- Cemeteries \$3,525;
- Town Insurance \$76,720;
- Advertising/Regional Association \$25,643;
- Cable Studio \$27,308;
- Conflict of Interest \$597;
- Police Department \$1,842,727;
- Fire Department \$459,999;

*M. Sumner arrived at 7:12 pm.*

- Building Inspection \$108,630
- Emergency Management \$18,000;
- Highway Administration \$269,740;
- Highway Department \$557,090;
- Street Lighting \$85,000;
- Solid Waste Disposal \$565,000;
- Solid Waste Clean-up \$46,000;
- Water Distribution \$53,344;
- Health \$79,384;
- Animal Control \$15,158
- Human Services \$73,122;
- Welfare Administration \$840;
- Welfare Direct Assistance \$56,600;
- Recreation \$203,872;
- Library \$432,741;
- Patriotic Purposes \$1,000;
- Cultural \$26,619;
- Conservation Commission \$20,025;
- Debt Services \$26,000;
- Total Budget of \$7,464,448 (1.86% increase from last year).

## **WARRANT ARTICLES**

*Motion by D. Hooper to waive the reading of the Warrant Articles.*

*2nd by J. Ingerson.*

*Vote: 11-0-0.*

K. Lewis Savage discussed Warrant Articles, Intent of Article and recommendations by both Board of Selectmen and Budget Committee for: A. 2011 Operating Warrant Article, B. Highway Department Equipment Capital Reserve Fund Deposit, C. Purchase Highway Department Road Side Brush Cutter, and D. Fire Department Capital Reserve Fund Deposit.

J. McArdle discussed page 6 of the MS7, Fire Suppression Capital Reserve, noting the numbers were transposed and needed to be corrected.

K. Lewis Savage discussed Warrant Articles and recommendations by both Board of Selectmen and Budget Committee for: E. Public Safety Expansion Feasibility Study, F. Building Systems Capital Reserve Fund Deposit, G. Communications Radio Repeater, H. Fire Suppression Pump and Pump House Capital Reserve Fund, I. Cell Tower Maintenance Capital Reserve Fund, J. Conservation Fund Deposit, K. Improvements at Recreation Facilities, and L. Raise for the Tax Collector.

J. Sherman thanked all Department Heads for attending the Public Hearing to answer questions that come up. He noted Michelle Curran was unable to be at the Public Hearing due to a conflict and wanted to express her concern for not being present. Dan Poliquin could not be at the Public Hearing because he had a personal issue that came up at last minute and he expressed regret for not being present.

J. Sherman discussed Article L and M and noted he would be adjusting his vote when the Budget Committee goes back to their meeting.

K. Lewis Savage discussed Warrant Articles: M. Raise for the Town Clerk and N. Veteran's Tax Credit.

D. Hooper noted Article N does not meet the definition or qualifications of a Special Warrant Article and needs to be removed from under Special Warrant Articles.

K. Lewis Savage discussed Warrant Article O. Human Services-Child & Family Services of NH and P. Human Services-American Red Cross. She noted Article P was not recommended and needed to be removed from the Warrants.

S. Fitzgerald discussed conversation with Town Counsel and information that provided that indicated the Article needed to stay.

M. Sumner discussed with J. Sherman the Board of Selectmen's review and knowledge of Article.

J. Sherman noted the BOS discussed the Article on Monday night and voted on the Article but did not take a special vote to remove the Article from the list of Warrant Articles.

M. Sumner inquired if the information Sean received came from DRA or Attorney Sumner Kalman.

S. Fitzgerald noted it came from both.

M. Conte discussed the vote listed on Human Services-American Red Cross (3-2-0) and inquired if the vote should read 2-3-0 and not 3-2-0 because the Board voted to not recommend. Normally the first number was in favor, the second was against and the third was abstain.

K. Lewis Savage discussed Warrant Article Q. Human Services-CASA (Court Appointed Special Advocates).

K. Lewis Savage turned the last two Warrant Articles over to John Sherman to discuss: R & S.

J. Sherman discussed Warrant Article; establishment of Article; Intent and recommendation of Warrant Articles: R. Acquisition of Land and/or Buildings Fund and S. Additional Parcels to Be Designated as Town Forest Land.

K. Lewis Savage discussed total for 2011 Warrants and Budget.

***Public Hearing closed at 7:50 pm.***

***Budget Committee resumed meeting at 7:54 pm.***

K. Lewis Savage noted there were a few changes discussed tonight that she would like all members to review and suggested not signing the MS7 tonight.

S. Fitzgerald agreed. He noted he would make changes to the MS7 and get it back out to the Budget Committee for review and then they could arrange for a meeting to sign it.

K. Lewis Savage noted January 31 was the last day for posting of the MS7.

S. Fitzgerald thanked the Budget Committee for their year's commitment to the Budget.

K. Lewis Savage noted there was a request to revote Articles L & M however the dollar numbers did not change, the only change was the BOS put a recommendation on the Article.

**Article L. Raise for the Tax Collector**

***Motion by D. Hooper to recommend Article L.***

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

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

**Article M. Raise for the Town Clerk**

***Motion by G. Hamel to recommend Article M the Raise for the Town Clerk in the amount of \$1,293.60.***

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

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

K. Lewis Savage requested to go back to Article A: 2011 Operating Warrant Article and revote because Martha was not present for the first vote.

***Motion by D. Hooper to recommend Article A.***

***2nd by T. Holt.***

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

**Upcoming Meetings**

K. Lewis Savage inquired if Deliberative Session was scheduled.

J. Sherman noted Deliberative Session was scheduled for Saturday, February 5th at 10am on the 2nd floor of Town Hall.

**Old Business**

J. Sherman noted Leigh was nice and enough to print out maps for BudCom members and he discussed/reviewed the map for the Budget Committee's understanding.

**New Business**

K. Lewis Savage noted there was a Memo in each of the Budget Committee member's folders from Selectmen Gray for them to read.

Meeting adjourned at 8:03 pm.

Respectfully Submitted,  
Audrey DeProspero