

Budget Committee  
December 22nd, 2020  
Meeting Minutes

**Present:**

Chair Charles Therriault, Janet Cavanagh, Sue Sodano, and Select Board Representative Les Dion (remote).

**Absent:**

Vice Chair Joe Caristi and Walter Waring

**Others Present:**

Nik Coates, Town Administrator (remote); Bob Blanchette, Finance/Human Resources Director (remote), Ingrid Heidenreich, Welfare Director; Christina Goodwin, Land Use/ Health Director, and Paul Regan, Budget Committee Member Nominee.

**Call to Order:**

Mr. Therriault called the meeting to order at 5:07pm.

**Interview of Candidate:**

Mr. Therriault stated that once a resignation has been received and accepted, by law the vacant position can be filled until the next election. The committee introduced themselves to Bristol resident and candidate, Paul Regan. Mr. Regan stated he moved to Bristol back in 2014 when he retired. His family is from Massachusetts but owned a vacation home in Bristol. Mr. Regan stated he was a Chemical Engineer, focusing in the food industry. He is currently the Treasurer for his condo association and has experience in ledgers, spreadsheets, and accounting. Mr. Ragan relayed interest in the position with the Budget Committee as a resident of Bristol who wants to help in any way he can and get involved. Mrs. Sodano stated she read his resume and is very qualified for the position.

**Non-Public Session: Nonpublic Session Per NH RSA 91-A, II (a) (e), (l):** Chair Therriault made a motion to enter into non-public session under NH RSA 91-A, II (a), (e), (l), for the purposes of discussing a nomination of a new member. The motion was seconded by Mrs. Sodano. Motion passed by roll call vote 4-0-0. Entered nonpublic session at 5:40 PM. Motion to leave nonpublic session at 5:46 PM by Mr. Therriault, seconded by Mrs. Sodano. Motion passed by roll call vote 4-0-0.

**New Business:**

**#4441 – Welfare Admin**

Mrs. Heidenreich stated the budget will see additions for 2022 but nothing for 2021. She has purchased a software to use that costs under \$250 a year that links to other Welfare offices in the state. Mrs. Cavanagh inquired on the increase of office supplies compared to other department budgets. Mrs. Heidenreich stated that the previous director put the budget together for 2021, including the purchase of a new computer and the software.

**#4445 – Welfare Services**

Mrs. Heidenreich stated that due to the pandemic and since we are living in uncertain times, she is keeping the rent line leveled.

#### #4152 – Property Appraisal

Mr. Therriault stated that line #312 is for the current eval. Mrs. Goodwin stated this is not an eval year. Mrs. Goodwin also stated line #120 Admin Assistant will be posted soon on the website. The Select Board has also selected a new contractor which resulted in a budget increase.

#### #4191 – Planning Board

Mrs. Goodwin stated the only difference in the budget is the Select Board voted to encumber the unspent money.

#### #4192 – Zoning Board

Mrs. Goodwin stated this is level funded and budgeted from last year. There is an increase for more advertising but offset by other lines to equal out.

#### #4193 – Tax Map

Mrs. Goodwin stated this is related to annual mapping maintenance.

#### #4411 – Land Use/ Health

Mr. Therriault discussed stated the big change is the Planner position which has a new job description. The Planning Tech has similar but different responsibilities. There is still spending on the line due to contract agreement. Mrs. Goodwin stated that #191 Admin Assistant is still being spent but is underspent as the employee is working from home due to COVID. The meetings are recorded and transcribed from home.

#### #4611 – Conservation Commission

Mr. Therriault stated this is level funded.

#### #4612 – Historic District Commission

No discussion.

#### #4520 – Recreation

TTCC is requesting the same amount as last year.

#### #4522 – Kelly Park

Mr. Therriault stated that there is unspent capital. Mr. Blanchette stated there are a few more bills to come in. Ms. Dion stated that they took out the tball field and made it into a grassfield along with the work at the baseball field.

#### #4583 – Patriotic

Mrs. Dion stated that since the pandemic hit, many events were canceled except for the Summer Concert Series and Halloween. Going into 2021, events will be determined by the continuation of the pandemic.

#### #4414 – Animal Welfare

This budget is only spent if needed for strays.

#### #4652 – Outside Agencies

Mr. Therriault asked the committee to amend this budget and add \$1 for Day Away per request of Mr. Waring who was not able to attend the meeting.

### **Motions**

Motion to move bottom line of #4441 Welfare Admin in the amount of \$11,184 by Mr. Therriault, seconded by Mrs. Sodano. Motion passed by roll call vote 4-0-0.

Motion to move bottom line of #4445 Welfare Services in the amount of \$28,900 by Mr. Therriault, seconded by Mrs. Sodano. Motion passed by roll call vote 4-0-0.

Motion to move bottom line of #4152 Property Reappraisal in the amount of \$119,447 by Mr. Therriault, seconded by Mrs. Sodano. Motion to amend bottom line of # 4152 Property Reappraisal in the amount of \$124,211 by Mr. Therriault, seconded by Ms. Dion. Motion passed by roll call vote 3-0-1.

Motion to move bottom line of #4191 Planning Board in the amount of \$2,703 by Mr. Therriault, seconded by Mrs. Sodano. Motion passed by roll call vote 4-0-0.

Motion to move bottom line of #4192 Zoning Board in the amount of \$1,650 by Ms. Dion, seconded by Mr. Therriault. Motion passed by a roll call vote 4-0-0.

Motion to move bottom line of #4193 Tax Map in the amount of \$8,550 by Mr. Therriault, seconded by Mrs. Sondao. Motion passed by a roll call vote 4-0-0.

Motion to move bottom line of #4411 Land Use/Health in the amount of \$105,757 by Mr. Therriault, seconded by Mrs. Sodano. Motion passed by a roll call vote 4-0-0.

Motion to move bottom line of #4611 Conservation Commission in the amount of \$2,512 by Mr. Therriault, seconded by Ms. Dion. Motion passed by a roll call vote 3-0-1.

Motion to move bottom line of #4612 Historic District Commission in the amount of \$1,050 by Mr. Therriault, seconded by Mrs. Sodano. Motion passed by a roll call vote 4-0-0.

Motion to move bottom line of #4520 Recreation in the amount of \$103,803 by Mr. Therriault, seconded by Mrs. Sodano. Motion passed by a roll call vote 3-0-1.

Motion to move bottom line of #4522 Kelly Park in the amount of \$24,400 by Mr. Therriault, seconded by Mrs. Sodano. Motion passed by a roll call vote 4-0-0.

Motion to move bottom line of #4583 Patriotic in the amount of \$28,100 by Mr. Therriault, seconded by Mrs. Sodano. Motion passed by a roll call vote 4-0-0.

Motion to move bottom line of #4414 Animal Welfare in the amount of \$400 by Mr. Therriault, seconded by Mrs. Sodano. Motion passed by a roll call vote 4-0-0.

Motion to move bottom line of #4652 Outside Agencies in the amount of \$26,098 by Mr. Therriault, seconded by Mrs. Sondao. Motion amend line #4652 -580 to the amount of \$1 per request of Mr. Waring who was absent. Motion passed 3-1-0. Motion to move bottom line of #4652 in the amended amount of \$26,099. Motion passed to amend by a roll call vote 3-1-0.

**Review and Approval of Minutes:**

Motion by approve amended minutes by Mr. Therriault, seconded by Mrs. Sodano. Motion passed by a roll call vote 4-0-0.

**Correspondence:**

None

**Member Comments:**

None

**Select Board/Staff Comments:**

None

**Adjournment:**

Motion by roll call vote to adjourn meeting at 7:14pm by Mr. Therriault, seconded by Mrs. Sodano. Motion passed by roll call vote 4-0-0.

**Next Meeting:**

January 5<sup>th</sup>, 2021 at 6pm

Respectfully Submitted,

Shannon Wharton