

Budget Committee  
September 23, 2019  
Meeting Minutes

**Present:**

Chair Joe Caristi (late), Vice Chair Dave Carr, Charles Therriault, and Walter Waring.

**Absent:**

Tom Kaempfer, Janet Cavanagh, and Select Board Representative Les Dion

**Others Present:**

Assessing/Land Use Manager Christina Goodwin, Welfare Officer Kelly Lacasse.

**Call to Order:**

Vice Chair Dave Carr called the meeting to order at 3:00 PM.

**Assessing, Land Use & Health Office Tour and Q&A:**

Assessing/Land Use Manager Christina Goodwin went over layout and functions of what the office will be like in the new building. The office will be closed from October 16<sup>th</sup> to October 23<sup>rd</sup>. Some filing but most documents will be in a scanning/computer database. Tyler Simonds (Planner) and Jan Laferriere (Administrative Assistant) share an office space for Planning, Zoning, Historic District, and Capital Improvements Program. They create agendas and application reviews to work with applicants and make sure everything is complete. Ms. Goodwin also brought up as the Land Use Manager for 10 years, she has taken on the research to use to write amendments and that the Master Plan is also in progress. Lakes Region Planning Commission has given them a \$1,000 grant to help with any Master Plan work related to the sewer extension project. Also, the land use chapters of the Master Plan are being updated and revamped. Assessing, Health, Permitting, Land Use, and Welfare offices share a small space now and will have more space at the new building. There will be some space sharing in the new building, but will be more spread out. When asked if the budgets for each department were looking to increase, it was stated that the Planning Department would need an increase due to the Master Plan chapters.

**Welfare Admin and Welfare Services Tour and Q&A:**

Welfare Officer Kelly Lacasse discussed that she will not need an increase in her budget as she has worked to decrease her budget over the past three years. Her workload has not gone down in two years as she has seen many different people come in needing assistance for different reasons but uses other resources to help lessen what she uses from Bristol's. Transportation is an issue for those who must refuse jobs other than what is offered in the Newfound area and many of those people come into the office looking for electric assistance, fuel assistance, or other services. She works with Bridge House Shelter in Plymouth and other local community resources if Bristol does not have any other resources to offer.

**Review and Approval of Minutes:**

Mr. Carr said review and approval of the June 24, 2019, and September 9, 2019, minutes was not taken up at the meeting and will be reviewed and approved at next meeting.

**Correspondence:**

None.

**Old Business:**

None.

**Member Comments:**

None.

**Select Board Comments:**

None.

**Staff Comments:**

None.

**Adjournment:**

Mr. Waring made a motion to adjourn at 4:30pm, seconded by Mr. Carr The motion passed by a vote of 4-0-0.

Respectfully Submitted,

Shannon Wharton