



Town of Bristol
5 School Street
Bristol, NH 03222
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townofbristolnh.org
(603) 744-3354

Budget Committee
September 6, 2022
Meeting Minutes

Present:

Chair Charles Therriault, Sue Sodano, Walter Waring, Paul Regan, Janet Cavanagh, Rob Glassett and Select Board Representative Carroll Brown (late).

Others present:

Christina Goodwin, Deputy Town Administrator

Call to Order:

Mr. Therriault called the meeting to order at 6:03pm.

New Business:

New Members

Mr. Therriault welcomed new members Rob Glassett and Select Board Rep Carroll Brown to the Budget Committee. Mr. Therriault stated that Mr. Brown will be the communication between Select Board and the Budget Committee.

Elect Officers:

Motion to nominate Mr. Paul Regan as Chair by Mr. Therriault, second by Mr. Waring. Motion passed, 6-0-0.

Motion to nominate Mr. Rob Glassett as Vice Chair by Mr. Waring, second by Ms. Cavanagh. Motion passed, 6-0-0.

Committee Responsibilities and Expectations:

Mr. Regan discussed the Committee's responsibility to prepare and present the best respectable budget for the taxpayers at Town Meeting. All members should be polite and respectful during discussions even with different perspectives.

Scheduling:

A copy of the 2022-2023 Budget schedule was handed out to Committee members. Discussion by the Committee regarding upcoming absences from meetings by any member. Members that unable to attend a meeting in person due to medical reasons or travel but would like to use zoom are to contact Mr. Regan and Ms. Wharton for set up. Ms. Goodwin will add some changes and updates to the schedule and will send that to the Committee along with posting the schedule on the Town website.

Bylaws:

Mr. Regan asked if any Committee members had change or revision proposals of the bylaws. Bylaws were not available at the meeting and will be sent to members before the next meeting to review and propose any changes or revisions. Mr. Glassett requested a copy of the RSA 32 for the Committee to review. Ms. Goodwin and Ms. Wharton will email the Committee a copy of the RSA prior to the next meeting.



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Q&A's:

Mr. Therriault asked Mr. Carroll if there were any overspends, changes in revenue, or setbacks due to current inflation. Mr. Carroll said no. Ms. Goodwin will obtain a spreadsheet from Mr. Blanchette showing the current budget on track. Discussion followed regarding salary increases (COLA/Step Increases) and national inflation; finding lines in the budget to decrease and offset wages if necessary.

Mr. Therriault inquired on the status of the Public Safety building. Ms. Goodwin stated they are moving forward, preliminary construction plans have been viewed, and the breaking ground for the building will take place in the spring of 2023. There was a conflict for the 4.9-million-dollar bond but is working on being resolved. Mr. Glassett asked if the building was delayed, would we still owe on the bond. Mr. Brown answered yes; once the building plans are purchased by a bond, we will still have to pay on that. Mr. Brown also stated it would be helpful to have a video regarding the Public Safety building updates and progress.

Mrs. Cavanagh spoke to have a better understanding this budget season of where money is spent and allocated and more updates to budgets and projects; focusing on the COLA and asked for 1%, 2% and 3% figures to compare to. Ms. Cavanagh also asked if it was possible to change the calendar year, budgeting for 18 months to correct to a calendar budget year. Discussion will continue regarding this.

The Committee discussed giving Department Heads preliminary guideline(s). No general consensus but did agree that anything above 3% must be provided with justification; notes next to each line of their budget with a reason of why there was a significant increase.

Approval of Minutes

Motion to approve minutes from February 8th, 2022, as amended by Mr. Therriault, seconded by Mr. Waring. Motion passed, 5-0-2. Amendments include adding two persons present.

Correspondence

None

Staff Comments:

None

Select Board/Member Comments:

None

Adjournment:

Motion to adjourn meeting at 7:24 pm by Mr. Therriault, seconded by Mr. Glassett. Motion passed, 7-0-0.

Next Meeting:

September 27th, 2022, at 6pm. Town Office Meeting Room A
Department Heads Budget Presentations to Select Board & Budget Committee

Respectfully Submitted,

Shannon Wharton