

Approved 2/8/23

Budget Committee  
January 31, 2023  
Meeting Minutes

**Present:**

Chair Paul Regan, Vice Chair Rob Glassett, Charlie Therriault, Sue Sodano, and Select Board Representative Carroll Brown, Jr, and Janet Cavanagh (attending via zoom).

**Absent:**

Walter Waring

**Others Present:**

Christina Goodwin, Town Administrator

**Call to Order:**

Mr. Regan called the meeting to order at 6:04 pm.

**Warrant Article Draft Discussion**

Mr. Regan discussed the comparison of the budget document to the Warrant Article document and asked about changing the budget format to include the Water and Sewer total. Ms. Goodwin will work with Mr. Blanchette to change the format. Article 11 was noted as the Article will be voted on by the Budget Committee first, then voted on by Select Board. Article 12 was noted as level funded each year. Ms. Goodwin stated \$8,000 was spent this year and the remainder returned to general funds. Article 13 was noted that it was budgeted lower than past years. The Town is on a 3-year contract with the fireworks provider, coming into the last year of the contract. Ms. Goodwin noted that this Article will be decreased to \$10,000 and the show will not be as big as years past but will be timed out longer. Article 14 consists of six Capital Reserve Funds. Accrued Wages is for retiring employees or those leaving positions, budgeted at a standard amount of \$35,000. The Assessment Reval Capital Reserve Funds were depleted and increased for upcoming assessments scheduled for 2025. Mrs. Sodano asked what maintenance was included in the Town Building Maintenance Capital Reserve Fund. Ms. Goodwin noted this fund covers unanticipated maintenance, moving the servers into a larger server room, and the Police Department's move in and out of buildings until permanently in a location. The server move is scheduled for February 20<sup>th</sup> with The Police Department move and set up into the Town Office on February 21<sup>st</sup>. Police Vehicles Capital Reserve Funds was increased to compensate for increased new vehicle costs. The Committee discussed Article 15 and the purpose of Police Special Details Revolving Fund. Ms. Goodwin will clarify with Mr. Blanchette additional details of Police Special Details. Article 16 entails establishing a new Capital Reserve Fund on bridge and covert replacements. Ms. Godwin noted this fund will help to pay the Town's percentage if State funding is received. Article 17, if recommended, will be a reoccurring Warrant Article for a total of five years. Ms. Goodwin stated three funds were booked incorrectly and need to be appropriated back into the three funds. Articles 18 and 19 are to reauthorize two kinds of Veterans Tax Credits. Ms. Goodwin stated the two Articles are reinforced by the Department of Revenues.

**Revenues Discussion**

Ms. Goodwin noted there was a printing error on the Proposed 2023 Revenues documents that eliminated the 2023 column, but it is shown on the documents available on the computers. Ms. Goodwin also discussed line #3509-215 Electricity Rebates generated \$11,484 in revenue.

**Minutes**

Motion to approve January 31<sup>st</sup>, 2023, minutes as written by Mr. Glassett, second by Mrs. Sodano. Motion passed by roll call vote, 6-0-0.

**Public Correspondence:**

None

**Correspondence:**

Mr. Regan discussed concerns about Health Agencies and the Committee needing more clarification going forward. Mr. Regan asked the Committee for their thoughts regarding an August meeting to put together a list of questions that Ms. Smith can add to her standard letter that she sends out in September to nonprofit organizations, asking for their budget requests. The Committee agreed to a meeting in August for this purpose. Mr. Therriault informed the Committee that he sent an article of the Public Hearing meeting to the Bristol Buzz along with Mr. Regan's article to the Newfound Landing. Ms. Goodwin informed the Committee regarding two potential Warrant Articles but would know more by the deadline. One Warrant Article would potentially pertain to the Public Safety Building, however it is not official until the Select Board discusses it Thursday night. There is 4.8 million in funding for the building but as bids came in at a higher budget, the Select Board needs to discuss how to proceed. Chris Bean will be sworn in as Chief of Police on Thursday, replacing Chief McIntire.

**Member Comments**

None

**Staff Comments**

Mr. Regan stated he contacted Mr. Blanchette regarding an article on retirement contribution changes. Mr. Blanchette noted he was aware of the changes back in the summer of 2022 and the budget figures reflect those changes.

**Select Board Comments**

None

**Adjournment:**

Motion to adjourn the meeting at 8:00pm by Mr. Regan, second by Mr. Brown. Motion passed by roll call vote, 6-0-0.

**Next Meeting**

The final meeting is February 7<sup>th</sup>, 2023, at 6pm in Town Office Meeting Room A for the First Public Hearing, followed by a Meeting to Vote on Revenues, Budget and Warrant Articles. February 8<sup>th</sup>, 2023 will be an extra day allotted for Revenues, Budget and Warrant Articles if needed.

Respectfully Submitted,

Shannon Wharton