

**BUDGET COMMITTEE**  
**APRIL 19, 2022**  
**DRAFT MINUTES**

Chair Ginger Dole called the meeting to order at 7:00 PM

**PRESENT:** Keith McGuigan, Ginger Dole, Tom Chase, Betsy Colburn, (participated electronically) Brad Hall, Tim Jandebeur, Michael Moore, Matt Frye, Ted Wilkinson, Brian Winslow, School Board Rep, Betty Smith, Paul Tudor, Pam Sanderson, Selectmen's Rep, Bob Young, Water District Rep, Mike Jobin, Cove Village Rep. Eric Buckland, Gulf Village District Rep.

Absent: Dan McNally (excused)

***Betsy Colburn is not attending in person based on her doctor's orders.***

**Election of Officers:**

Chair Dole stated that she has held the position of Chair for several years, and she believes that there should be a change in Chair after a period.

**Ms. Dole made a motion, seconded by Mr. Chase, to nominate Keith McGuigan as the Chair of the Budget Committee.**

Discussion:

Ms. Dole stated that they have all known Keith for several years, he's been a moderator for the last few years, as well as Chair of the School Board for a number of years, and she has worked closely with him when she was Board Secretary when he was Chair. She's seen his organizational skills which amaze her on occasion. He has also served on the Budget Committee in the past. She stated that she believes he would be an excellent Chair.

Mr. Wilkinson stated that he agrees with everything that Ms. Dole said about Keith. It's wonderful to see someone as young stepping up in the town.

Mr. McGuigan stated that he would like to thank Ms. Dole for her leadership over the last several years. He stated that he will do his best to run the meetings the way the Committee wants it run.

**Motion carried by roll call vote 13/2/1. Mr. Jandebeur and Mr. Tudor voted no; Mr. McGuigan abstained.**

**Mr. Wilkinson made a motion, seconded by Ms. B. Smith, to nominate Tom Chase as Vice Chair of the Budget Committee.**

**Motion carried by roll call vote 15/0/1; Mr. Chase abstained.**

Ms. L. Smith stated that she would like to thank Ginger Dole for her years of service to the Budget Committee. She stated that Ms. Dole has been very conscientious, and it's been a pleasure to work with her. The Committee gave Ms. Dole a round of applause.

1 **Mr. Frye made a motion, seconded by Mr. Wilkinson, to affirm the Committee's**  
2 **decision to allow remote attendance. Ms. Dole seconded.**

3 Discussion: Ms. Dole stated that she has been going back and forth with this. In view  
4 of how challenging it has been doing roll call votes for every vote, including taking a  
5 break and coming back. The fact that now even the Feds are no longer requiring  
6 masks on public transportation and other than a medical doctors office, she hasn't  
7 seen any routine mask use. If they are concerned, there are a few here this evening  
8 that have masks on. It just seems that at some point, it's going to be a personal  
9 choice. She would like to remind them all that allowing the electronic attendance has  
10 always been, per the RSA, not a requirement but something that the Committee can  
11 authorize. From what she read in the RSA it is an option primarily to be utilized if  
12 someone has just gotten out of the hospital, or someone who had to be out of town but  
13 still wanted to participate, but not something that went on and on, particularly when  
14 the precautions have relaxed as much as they have. The time has come for the  
15 Committee to reconsider it.

16 **Motion carried by roll call vote 13/2/1. Mr. Tudor and Ms. Dole voted no. Chair**  
17 **McGuigan abstained.**

18 Chair McGuigan stated that because this is a new Committee with newly voted in  
19 members, he would like to have a vote to reaffirm the bylaws. Ms. L Smith stated that  
20 the bylaws require that any changes be read one meeting immediately proceeding any  
21 changes. Chair McGuigan stated he wasn't planning on changing anything, only  
22 reaffirming them. Ms. L. Smith recommended that this be brought up under Internal  
23 Business.

24 **Mr. Frye made a motion, seconded by Mr. Winslow, to reaffirm the Budget**  
25 **Committee procedures.**

26 **Motion carried by roll call vote 14/0/2, Mr. Jandebour and Mr. Young abstained.**

27 **MINUTES:**

28 ***February 15, 2022***

29 **Ms. B. Smith made a motion, seconded by Mr. Chase, to approve the minutes of**  
30 **February 15, 2022, as amended. Motion carried by roll call vote 14/0/2, Mr.**  
31 **Frye, and Chair McGuigan abstained.**

32 **School:**

33 Quarterly Financial Statement:

34 Page 6:

35 Mr. Young stated that he noticed that there is a small amount left in principals' salary.  
36 Mr. Winslow stated that he wasn't sure why since the salary is encumbered. He stated  
37 he would find out why.

38 Page 7:

39 Mr. Young asked why nothing had been spent on water testing yet this year. Mr.  
40 Winslow stated that it was done annually.

41

1 Audit materials:  
2 Mr. Winslow stated that the audit should be completed in two or three weeks.

3  
4 Latest enrollment figures:  
5 Mr. Winslow stated that this was self-explanatory.

6  
7 Projection:  
8 Mr. Winslow stated that anticipating additional revenue

9  
10 Wish list purchases:  
11 \$50,008.29

12  
13 Potential financial issues:  
14 none projected.

15  
16 **Town: First Quarter**

17  
18 Quarterly Financial Statement

19  
20 Mr. Jandebour pointed out several lines that did not seem to have the correct figures  
21 in them. Ms. Eastman stated that she will get an answer for the Committee.

22  
23 Quarter 1 Expenditures  
24 Mr. Young noted that there was already one election this year, and a big election  
25 coming up this year, and the amount of money that was in that line did not seem to be  
26 enough to cover it all. Ms. Sanderson stated she would check into that.

27 *Mr. Hall left at 8:05 PM.*

28 Page 4:

29 Mr. Tudor asked why the Chief had so much overtime when they hired an extra officer  
30 that year.

31 Mr. Tudor stated that it also looked as if the Police Department had expended the  
32 entire legal budget as well. Mr. Johnson stated that it was a contract expense paid  
33 once a year. Ms. L. Smith clarified that it was the prosecutor for the department.

34 Page 6

35 Mr. Tudor asked what the plan was for extra money that gets drawn into the Highway  
36 Paving that was budgeted in 2018. Mr. Johnson stated that they will use that money  
37 to offset any other departments that need funding.

38 Page 6

39 Ms. Dole asked if they had enough sand and salt left for this coming winter season.  
40 Mr. Johnson stated that the containers were full.

41

42

1 Page 7

2 Mr. Tudor stated that they had added the Health Officer to the Building Inspector's  
3 duties. Why is that position showing vacant? Mr. Johnson stated that it has been  
4 added to the deputy line. Mr. Tudor asked if they had an Animal Control Officer? Mr.  
5 Johnson stated that the position was vacant.

6 Quarter 1 Revenue

7 Select Board Member Sanderson stated that the ambulance fund was tracking up  
8 again.

9 COLA positions

10 Special Requests from the Committee members:

- 11 • election line information
- 12 • Audit information

13

14 Mr. Johnson stated that the town has received funds from the American Rescue Plan  
15 Act or ARPA, and they Select Board plans to hold a public information meeting where  
16 they hope to get ideas about how the Town should spend the money. The restrictions  
17 have been loosened as far as what they are allowed to spend the money on. He stated  
18 that the information has been posted on the website.

19 **Internal Business:**

20 Next meeting date: August 10, 2022, at 7PM

21 The agenda will include

- 22 • Minutes
- 23 • School
- 24 • Town
- 25 • Committee procedures

26 ***Motion to adjourn was accepted at 8:31 PM.***

27 *Respectfully submitted,*

28

29 *Susan Austin, Land Use Assistant*

30