



## ***Town of Plaistow ♦ Budget Committee***

*145 Main Street ♦ Plaistow ♦ NH ♦ 03865*

### **BUDGET COMMITTEE MEETING**

**Meeting: December 29, 2020**

**Call to Order: 6:31pm**

#### **ROLL CALL:**

Maxann Dobson, *Chair*  
Sam Cafiso, *Vice Chair*  
Peter Bracci, *Budget Committee*  
Darrell Britton, *Budget Committee*  
Bob Hamilton, *Budget Committee*  
Dennis Heffernan, *Budget Committee*  
Laurie Milette, *Budget Committee*  
Robert Zukas, *Budget Committee*  
Julian Kiszka, *Selectmen's Representative*

Also present were:

Mark Pearson, *Town Manager*, remotely  
Greg Colby, *Finance Director*, remotely  
Dean Zanello, *Cable Coordinator*

#### **Agenda Item 4: Review/Approval of Minutes**

The minutes of the December 15, 2020 meeting had been distributed in advance.

- **S. Cafiso moved, second by P. Bracci to approve the minutes of the December 15, 2020 meeting**

Discussion: J. Kiska said that page 4, line 4 the phrase "because the Town will own the equipment" should be corrected to "because the Town does own the equipment."

- **S. Cafiso moved, second by J. Kiska to approve the minutes of the December 15, 2020 meeting as amended**

**VOTE: 9-0-0 The motion was approved.**

The minutes of the December 22, 2020 meeting had been distributed in advance.

- **R. Zukas, second by B. Hamilton to approve the minutes of the December 22, 2020 meeting**

**VOTE: 9-0-0 The motion was approved.**

**Agenda Item7: Approve Remaining Budgets**

**Executive:** Ch. Dobson asked for a motion to approve the budget.

- **S. Cafiso moved, second by J. Kiszka to approve the Executive Budget for \$306,297.**

Discussion: B. Hamilton asked to focus on the November 2020 expense report of budget to actual where 19/9% of the budget was not spent. He calculated the average expenditure for each month and said if that followed the December number would leave a surplus of \$39,000, and that he recommended cutting the budget by at least \$19,000. J. Kiszka asked which line item was being reduced and Ch. Dobson said the Committee is not going line by line but is taking the budget as a whole. J. Kiszka then asked who would be reducing the line items so the budget could be submitted. CH. Dobson noted that the Town runs off a bottom line budget. D. Heffernan said if the motion passes the number would be subtracted from the bottom line. G. Colby noted he has current numbers for December showing the budget surplus is down to less than \$27,000 and that is directly related to furlough of employees due to COVID which is not anticipated for 2021.

**VOTE: 8-1 (B. Hamilton) -0. The motion carried.**

**Town Clerk:** Ch. Dobson asked for a motion to approve the budget.

- **D. Britton moved, second by R. Zukas to approve the Town Clerk Budget for \$107,453.**

Discussion: Ch. Dobson noted that the budget was a decrease from the 2020 approved budget.

**VOTE: 9-0-0 The motion carried.**

**Elections:** Ch. Dobson asked for a motion to approve the budget.

- **D. Heffernan moved, second by B. Hamilton to approve the Elections Budget for \$12,095.**

Discussion: Ch. Dobson noted that the budget was a decrease from the 2020 approved budget.

**VOTE: 9-0-0 The motion carried.**

**Finance:** Ch. Dobson asked for a motion to approve the budget. She noted that the budget was an increase from the 2020 approved budget but she had kept it at the 2020 level.

- **S. Cafiso moved, second by R. Zukas to approve the Finance Budget for \$181,575.**

Discussion: J. Kiszka asked what line item was being reduced. Ch. Dobson said the committee is just discussing the department budget and this is the amount in the motion. B. Hamilton noted at the end of November there was still 26.6% to be spent, that the average monthly expenditure leaves over \$100,000 left in the budget, and proposed reducing the budget by \$50,000. G. Colby noted he now has less than \$95,000 left and the year has not ended. B. Hamilton asked if the Committee could have the numbers by the next meeting and G. Colby said he will try but the numbers will change as bills come in late. D. Britton asked if he had any idea what might be left and was told that of the total Town Budget of \$9.7M about \$2-300,000 will be left over.

B. Hamilton asked how 20% of the total Town Budget can be spent in the month of December. D. Britton said it could depend on what bills are outstanding.

**VOTE: 7-2 (J. Kiszka, D. Heffernan) -0. The motion carried.**

J. Kiszka asked who created the spreadsheet distributed at the last meeting. Ch. Dobson said she did it taking the numbers from the approved 2020 budget and felt that if the Town could make the 2020 budget work it could be done again. J. Kiszka said he had never seen a budget that took money off the bottom line of every budget and then later on someone would have to adjust the figures. Ch. Dobson said that the budget works that way each year where money is taking off each line to make up shortfalls. J. Kiszka said a budget would be submitted where the bottom number doesn't match the line items and asked who would make the number work. He said he was not in favor of this method. Ch. Dobson said she did not agree with him and that when she handed out the spreadsheet last week she asked members to call her with questions or concerns. S. Cafiso said the Budget Committee is only required to submit a bottom number. J. Kiszka said Ch. Dobson runs the meeting and can proceed as she wants, but he would make a statement that he does not agree with it. S. Cafiso noted that J. Kiszka has to abstain from anything that was not approved by the BOS. J. Kiszka said he did not have to abstain, he would vote no if it was not the number the BOS had approved.

**Assessing:** Ch. Dobson asked for a motion to approve the budget.

- **D. Britton moved, second by B. Hamilton to approve the Assessing Budget for \$111,818.**

Discussion: Ch. Dobson noted that the budget was the same as that approved at the 2020 Town Meeting.

**VOTE: 8-1 (P. Bracci) -0 The motion carried.**

**Tax Collector:** Ch. Dobson asked for a motion to approve the budget.

- **S. Cafiso moved, second by B. Hamilton to approve the Tax Collector Budget for \$48,970.**

There was no discussion.

**VOTE: 9-0-0 The motion carried.**

**Human Resources/Personnel:** Ch. Dobson asked for a motion to approve the budget.

- **M. Dobson moved, second by D. Britton to approve the Human Resources/Personnel Budget for \$1,910,526.**

There was no discussion.

**VOTE: 9-0-0 The motion carried.**

**Planning:** Ch. Dobson asked for a motion to approve the budget. She noted she had reverted to the number to that approved at the 2020 Town Meeting.

- **S. Cafiso moved, second by D. Britton to approve the Planning Budget for \$92,507.**

Discussion: D. Heffernan asked L. Milette, who is on the Planning Board, if the proposed budget would be sufficient and she said yes.

**VOTE: 8-1 (J. Kiszka) -0 The motion carried.**

**Zoning:** Ch. Dobson asked for a motion to approve the budget. She noted she had reverted to the number to that approved at the 2020 Town Meeting.

- **D. Britton moved, second by R. Zukas to approve the Zoning Budget for \$3,550.**

There was no discussion.

**VOTE: 7-2 (J. Kiszka, R. Zukas) -0 The motion carried.**

**General Government Buildings:** Ch. Dobson asked for a motion to approve the budget. She noted she had reverted to the number to that approved at the 2020 Town Meeting.

- **D. Britton moved, second by S. Cafiso to approve the General Government Buildings Budget for \$292,185.**

Discussion: Ch. Dobson said the increase was mainly due to COVID and moving into the Town Annex, and that when COVID is over the extra building will not be used. D. Heffernan asked if that was in the plans and J. Kiszka said there has been no discussion on moving at this point. Ch. Dobson said her understanding was using the Annex was temporary and J. Kiszka said it was but the future has not been discussed yet.

**VOTE: 8-1 (J. Kiszka) -0 The motion carried.**

**Cemeteries:** Ch. Dobson asked for a motion to approve the budget.

- **R. Zukas moved, second by D. Britton to approve the Cemeteries Budget for \$8,000.**

There was no discussion.

**VOTE: 9-0-0 The motion carried.**

**Insurances:** Ch. Dobson asked for a motion to approve the budget. She noted she was using the BOS number.

- **D. Heffernan moved, second by B. Hamilton to approve the Insurances Budget for \$142,416.**

Discussion: D. Britton asked for the reason for the difference between the Town Manager and the BOS figures. B. Hamilton said the bill came in with a higher insurance premium and the BOS voted for that number.

**VOTE: 9-0-0 The motion carried.**

**Advertising/Regional Associations:** Ch. Dobson asked for a motion to approve the budget. She noted she had reverted to the number to that approved at the 2020 Town Meeting.

- **D. Britton moved, second by S. Cafiso to approve the Advertising/Regional Associations Budget for \$25,500.**

Discussion: D. Heffernan noted that the November actual expense is 99% of the budget and it might go over. G. Colby said there is \$172.60 left at this point.

**VOTE: 7-2 (J. Kiszka, D. Heffernan) -0 The motion carried.**

**Cable:** Ch. Dobson asked for a motion to approve the budget. She noted she had proposed the number approved at the 2020 Town Meeting.

- **S. Cafiso moved, second by R. Zukas to approve the Cable Budget for \$29,294.**

Discussion: D. Britton asked if the contract goes up on a yearly basis. G. Colby said the increase was due to COVID as many meetings have virtual components. R. Zukas noted that Dues and Subscriptions was budgeted for \$1,344. And as of November only \$85 had been spent. M. Pearson said that at the beginning of 2020 they did not know how COVID would affect the budget and that the Town subscribes to new services, and the amount in the 2021 budget is the amount needed to maintain the new subscriptions. D. Zanello said all the budget money will be spent, and that most of these items are renewed at the end of the year. The major new subscription product was GoToMeeting. G. Colby noted that GOFERR money reimbursed some of these expenses. D. Zanello predicted these services would continue to be used post-COVID. K. Kiszka said many of the Town committees will continue to use these services. P. Bracci asked why there are so many different services being used; D. Zanello said its mostly varying needs for security and they are looking at other options also. He also noted Cable only uses Go-To-Meeting. R. Zukas asked about the Consultant line and D. Zanello said it was for any outside services such as a wiring project or support. M. Pearson said that the Cable franchise fee covers most of the Cable budget. G. Colby said the Franchise fees are between \$40-45,000 per quarter.

After this discussion S. Cafiso and R. Zukas withdrew their motion.

- **D. Heffernan moved, second by R. Zukas to approve the Cable Budget for \$31,544.**

**VOTE: 9-0-0 The motion carried.**

**Conflict of Interest:** Ch. Dobson asked for a motion to approve the budget. She noted the number remains the same as 2020.

- **D. Heffernan moved, second by R. Zukas to approve the Conflict of Interest Budget for \$250.**

There was no discussion.

**VOTE: 9-0-0 The motion carried.**

**Other General Government:** Ch. Dobson asked for a motion to approve the budget. She noted she had proposed the number approved at the 2020 Town Meeting.

- **S. Cafiso moved, second by R. Zukas to approve the Other General Government Budget for \$145,000.**

Discussion: M. Pearson noted there is a discussion going on regarding funding IT: to use warrant articles to create an IT Capital Reserve Fund for long-term IT needs and to add to the operating budget things what is needed every year. So a portion has been added to this budget for annual workforce IT upgrades. G. Colby noted that security protocols have also been beefed up to prevent ransomware attacks. M. Pearson noted that it was recommended the main server be physically moved and the number for this has not come in yet. D. Heffernan asked if part of that discussion why the BOS approved more than the Town Manager had requested. G. Colby said the Executive budget was decreased by \$4,000 and this budget increased because of that. Ch. Dobson asked how far the increase from \$85,000 in 2020 to \$130,000 for 2021 would go to getting all systems secure. G. Colby said a lot of IT equipment was purchased this year has been paid out of the GOFERR money. \$186,000 has been expended to date under this account and all activity coming in and out of the serve is now being monitored at additional cost. And that updating the Town's IT has been expensive. G. Colby said he expected this to be the IT budget going forward. R. Zukas asked if the funds would come out of the General Fund if there is a shortfall, and was told it would come out of the total budget. P. Bracci asked if the Contingency Fund could be used but it was noted these are not unanticipated costs. D. Britton asked about the current budget surplus and G. Colby noted it is entirely due to police vacancies and is not expected to reoccur in 2021.

D. Heffernan proposed an amendment to the motion on the floor.

- **D. Heffernan moved, second by J. Kiszka to approve the Other General Government Budget for \$196,500.**

**VOTE: 4 (M. Dobson, D. Heffernan, L. Milette, J. Kiszka)-5 (S. Cafiso, R. Zukas, D. Britton, P. Bracci, B. Hamilton)-0 The motion failed.**

S. Cafiso proposed an amendment to the motion.

- **S. Cafiso moved, second by D. Heffernan to approve the Other General Government Budget for \$190,000.**

**VOTE: 6-3 (J. Kiszka, P. Bracci, D. Britton)-0 The motion carried.**

**Police/ACO:** Ch. Dobson asked for a motion to approve the budget. She noted she there was no change from the 2020 approved budget number.

- **D. Britton moved, second by R. Zukas to approve the Police/ACO Budget for \$2,011,175.**

Discussion: B. Hamilton commented that the Police Dispatch Budget is the largest budget for the Town and represents over 20% of the total budget and as of the end of November 20% was not spent. He noted this was explained by the fact the Police were not fully staffed, but it appears to be \$100,000 under budget. G. Colby said his current reports show expenditure of \$1,786,000 and he has calculated \$160,000 underspent due to the vacancies. Ch. Dobson asked whether there are now more boots-on-the-ground officers vs administrative. M. Pearson said there are no longer any captains or lieutenants; there is the chief and five or six sergeants, and two sergeants are performing boots-on-the-ground and administrative duties. All the vacancies are filled and they will reduce overtime once the new dispatchers are certified by the State. He noted the dispatchers also dispatch of Atkinson Police and Fire and sometimes their Highway Department. There is a contract with Atkinson and it pays approximately \$43,000 annually.

S. Cafiso noted that on his time on the Board a full complement of staff was always budgeted and asked when the last time the Town had a fully staffed Police department. M. Pearson said he had been on the job nearly four years and this is the first time it has approached full staffing. He said the new program for staffing has made attracting candidates much easier. S. Cafiso said it is nice to see the budget will be for a fully staffed department. J. Kiszka said that sometimes a higher ranking officer will be on a detail, but that details are funded off an enterprise fund and is not on the tax payers' bill. M. Pearson said there are seven part-time officers and all full-time officers in the outside detail arena and if such an officer is not available it would go to a mutual aid situation where other departments would be called and they would bill the contractor directly.

**VOTE: 9-0-0 The motion carried.**

**Fire:** Ch. Dobson asked for a motion to approve the budget. She noted the 24 hour coverage had been moved into a warrant article and the figure is what the BOS approved.

- **R. Zukas moved, second by D. Heffernan to approve the Fire Department Budget for \$784,285.**

There was no discussion.

**VOTE: 9-0-0 The motion carried.**

**Building Inspection:** Ch. Dobson asked for a motion to approve the budget. She noted she had proposed the number approved at the 2020 Town Meeting.

- **D. Heffernan moved, second by R. Zukas to approve the Building Inspection Budget for \$127,706.**



Discussion: D. Britton asked for the revenue from inspection fees; G. Colby said it is approximately \$145,000. D. Heffernan said for most part the revenue offsets the budget and the trend seems to be an increase in building so we could justify the original \$136,881. L. Milette indicated there is a new building inspector and asked if his expenses were the same as the previous one. S. Cafiso asked if the electrical and plumbing inspectors were paid out of the revenue. G. Colby said there is a gross budget for this, and he noted that in the 2020 budget the lease on the truck was omitted in error which explains the increase in the 2021 budget. S. Cafiso asked if the plumbing and electrical inspections were paid by the contractor and was told yes. M. Pearson said the new inspector is full-time with Town benefits and while he did not come in at the same scale it is a competitive market so the pay rate is close to the previous inspector's.

P. Bracci asked if the budget was \$150,000 and revenue was only \$100,000 what happens to the extra money that was put into the operating budget, would the difference go into the General Fund and could it be used for something else. S. Cafiso asked if the salary also included the office assistant, and it does. G. Colby said that if there is a shortfall in revenue it is absorbed by the General Fund as well. Ch. Dobson asked if the Building Inspections department is a self-funded budget always funded by inspections. G. Colby said the majority of the budget is self-funding. Ch. Dobson asked what would happen if we budgeted for \$145,000 and there were no new inspections. G. Colby said then it would be funded by the taxpayers.

Ch. Dobson said the \$145,000 in inspections helped in her judgement justify the larger budget figure, as she had been afraid of a shortfall and asked if the motion should be amended.

- **D. Heffernan moved, second by R. Zukas to amend the motion on the floor and approve the Building Inspection Budget for \$136,881.**

VOTE: 8-1 (P. Bracci)-0 The motion carried.

**Emergency Management:** Ch. Dobson asked for a motion to approve the budget. She noted the number had not changed from the 2020 budget.

- **R. Zukas moved, second by S. Cafiso to approve the Emergency Management Budget for \$17,600.**

There was no discussion.

**VOTE: 9-0-0 The motion carried.**

**Highway:** Ch. Dobson asked for a motion to approve the budget. She noted she had proposed the change due to the \$30,000 for paving that was added at the Deliberative Session and not used, and that \$45,000 is being encumbered to pave in 2021 which might be deducted from this budget as well leaving \$763,496.

- **P. Bracci moved, second by D. Britton to approve the Highway Budget for \$808,496.**

Discussion: Ch. Dobson said she felt with the \$30,000 added into the budget last year and the \$45,000 to be encumbered the Town is overspending. D. Britton asked for the BOS's reasoning for the \$842,165 budget. J. Kiszka said it was based on the individual line items, but as far as the paving there were roads that weren't completed. G. Colby said COVID reduced the number of days for paving and the \$45,000 would be encumbered and add it to the \$191,000 for next year and the Highway Dept. will act accordingly. Ch. Dobson asked for the Highway Grant amount for this year and L. Milette said the DOT website said approximately \$161,000.

P. Bracci asked about the emergency tree removal line item and if it should come from the Contingency Fund but it was noted that like snow storms, you can count on trees falling every year.

B. Hamilton revisited paving noting that with the water mains going in 2021 will be a year for digging up streets and putting money into paving may not make sense. He also noted that COVID is getting worse and won't be gone soon, and this is an area where the Committee could cut back to Ch. Dobson's original estimate. Asked if the Highway Block Grant was paid quarterly, G. Colby said it was and noted that the NH DOT site can't be relied on for a quote because the State is on a July-June fiscal year while the Town is on a calendar year. He said that 2020 revenue is \$155,600.

**VOTE: 8-1 (J. Kiszka)-0 The motion carried.**

**Street Lighting:** Ch. Dobson asked for a motion to approve the budget. She noted a billing issue required the number be kept as voted by the BOS.

- **R. Zukas moved, second by D. Britton to approve the Street Lighting Budget for \$117,500.**

There was no discussion.

**VOTE: 9-0-0 The motion carried.**

**Solid Waste Collection:** Ch. Dobson asked for a motion to approve the budget. She asked about the bids that had come in. J. Kiszka said there were responses from Casella and Waste Management and that the total for five years is \$1,830,717 from Casella and \$2,400,000 from

Waste Management. He said there would be recycling dumpsters. He said the estimate on what it might be for a year with Casella is \$768,954.

- **D. Heffernan moved, second by R. Zukas to approve the Solid Waste Collection Budget for \$770,000.**

Discussion: G. Colby noted the BOS approved \$789,487 at their last meeting. He also noted the figure does not include household hazardous waste or the \$50,000 for the carts.

- **D. Britton moved, second by D. Heffernan to amend the first motion and approve the Solid Waste Collection Budget for \$809,437.**

Discussion: P. Bracci asked if the new contract includes a tipping fee for waste and recycling combined. J. Kiszka said the fee is only when the town exceeds 4200 tons. P. Bracci stated there will be one 96 gallon barrel for trash and recycling and J. Kiszka said that was so.

**VOTE: 4 (D. Heffernan, R. Zukas, D. Britton, J. Kiszka)-4 (M. Dobson, S. Cafiso, P. Bracci, B. Hamilton)-1(L. Milette) The motion failed.**

- **M. Dobson moved, second by S. Cafiso to approve the Solid Waste Collection Budget for \$789,437.**

Discussion: P. Bracci noted that the number is just a guess and J. Kiszka said it's an estimate until the BOS decides to sign the contract. B. Hamilton commented that if we were to hire any waste company to do this including recycling it would be a million dollar budget. J. Kiszka said that the previous bids were approximately a \$150-170,000 difference so they sent the RFP out again and the recycling pushed the numbers much higher which is why they decided against it.

**VOTE: 6 (M. Dobson, S. Cafiso, L. Milette, R. Zukas, P. Bracci, B. Hamilton)-2 (D. Heffernan, D. Britton) -1 (J. Kiszka) The motion carried.**

**Solid Waste Disposal:** Ch. Dobson asked for a motion to approve the budget. She noted this down from 2020 and is the same number as the BOS approved.

- **R. Zukas moved, second by D. Heffernan to approve the Solid Waste Disposal Budget for \$46,500.**

There was no discussion.

**VOTE: 9-0-0 The motion carried.**

**Health:** Ch. Dobson asked for a motion to approve the budget. She noted this is an increase from last year but she had proposed the number approved at the 2020 Town Meeting. G. Colby noted that the budget increase is contractual for salary. He said GOFERR was used in 2020 for part of the salary but that right now there is no GOFERR money for 2021. S. Cafiso asked if the salary increase in 2020 was budgeted for and GOFERR was used then was there money left over. G. Colby said it was part of the \$2-300,000 surplus.

- **D. Heffernan moved, second by J. Kiszka to approve the Health Budget for \$88,617.**

**VOTE: 9-0-0 The motion carried.**

**Human Services:** Ch. Dobson asked for a motion to approve the budget. She noted there was an increase of \$227.

- **D. Heffernan moved, second by D. Britton to approve the Human Services Budget for \$41,950.**

There was no discussion.

**VOTE: 9-0-0 The motion carried.**

**Welfare:** Ch. Dobson asked for a motion to approve the budget. She noted there was a small decrease.

- **D. Britton moved, second by B. Hamilton to approve the Welfare Budget for \$32,350.**

There was no discussion.

**VOTE: 9-0-0 The motion carried.**

**Recreation:** Ch. Dobson asked for a motion to approve the budget. She noted she had removed the amount for drainage added to the budget at the 2020 Town Meeting as it does not need to be done again and proposed the 2020 number approved by the Budget Committee.

- **D. Britton moved, second by S. Cafiso to approve the Recreation Budget for \$179,313.**

There was no discussion.

**VOTE: 8-2 (D. Heffernan, K. Kiszka) -0 The motion carried.**

**Patriotic Purposes:** Ch. Dobson noted this was nearly level funded from 2020 and asked for a motion to approve the budget.

- **D. Heffernan moved, second by D. Britton to approve the Patriotic Purposes Budget for \$600.**

There was no discussion.

**VOTE: 9-0-0 The motion carried.**

**Cultural:** Ch. Dobson asked for a motion to approve the budget.

- **R. Zukas moved, second by S. Cafiso to approve the Cultural Budget for \$22,500.**

Discussion: B. Hamilton asked if the Town would hold the Old Home Day and it was felt it was unlikely, that it could be July at best before everyone is inoculated. Ch. Dobson asked if there was a way to put money into the trust fund that was created for Old Home Day so it is there when ready to be used. J. Kiszka said budget money couldn't be put in trust but donated money could. Ch. Dobson asked if a warrant article could be created for this purpose. There was discussion of whether to have money in the budget for such a long-shot program. S. Cafiso asked if there was a way to get money into the fund set aside for Old Home Day. G. Colby said only a warrant article can be used. B. Hamilton asked J. Kiszka to bring this to the BOS and if a warrant article is created to reduce the Cultural Budget to \$1.00.

- **RD. Britton moved, second by S. Cafiso to amend the motion to approve the Cultural Budget for \$1.00.**

There was discussion on whether a warrant article is needed for something that everyone supports. It was generally felt that if it is budgeted and isn't spent the money become available through the General Fund for covering shortfalls elsewhere, whereas if it is specified to Old Home Day the money can't be used for other purposes. J. Kiszka agreed to bring it up for discussion at the next BOS meeting. L. Milette suggested writing the warrant article for the account already created and fund it from the Unassigned Fund balance so there is no taxation.

**VOTE: 8-1 (J. Kiszka) -0 The motion carried.**

**Conservation Commission:** Ch. Dobson asked for a motion to approve the budget. She noted this is a decrease approved by the BOS.

- **D. Britton moved, second by D. Heffernan to approve the Conservation Commission Budget for \$6,480.**

There was no discussion.

**VOTE: 9-0-0 The motion carried.**

**Debt Service:** Ch. Dobson asked for a motion to approve the budget.

- **S. Cafiso moved, second by D. Heffernan to approve the Debt Service Budget for \$516,951.**

There was no discussion.

**VOTE: 9-0-0 The motion carried.**

**Library:** Ch. Dobson asked for a motion to approve the budget. She noted this budget had not increased from 2020.

- **B. Hamilton moved, second by S. Cafiso to approve the Library Budget for \$599,174.**

There was no discussion.

**VOTE: 9-0-0 The motion carried.**

#### **Agenda Item 6: Review Encumbrances & Agenda Item 8 Review Warrant Articles**

The Committee agreed to postpone discussion of these items until the next meeting.

#### **Agenda Item 9: New Business/Old Business**

P. Bracci revisited his idea that sometimes, like the Planning Board, the Budget Committee needs legal advice and he would like to add a line item to the Legal budget for a small amount for 202. Ch. Dobson noted we would need to amend the Legal Budget by \$500 for the Budget Committee to seek legal counsel on budget matters that occasionally arise. B. Hamilton asked G. Colby if the money can be designated for a particular purpose relating to budget law. G. Colby said he did not think the BOS or Town Manager would oppose that. Ch. Dobson asked if it is as

simple as going to the Town Counsel or would it be someone who knows more about budgeting. G. Colby said municipal budgeting law would be a specialty as well and if the Town Counsel couldn't answer and might find an experienced attorney. S. Cafiso note the Budget Committee doesn't have an actual budget and Ch. Dobson asked where its expenses are covered. G. Colby said the Finance Budget and the amount could be added to it.

- **D. Britton moved, second by B. Hamilton to amend the Finance Department Budget so that the Budget Committee expense is now \$750 rather than \$250 and approve the Finance Budget for \$182,075.**

Discussion: B. Hamilton suggested that Budget Committee approval through the Chairman would be needed in order to request legal advice of a specialist on NH budget law. An email could be sent to the lawyer or firm and a judgement received. This would need to be for issues where there is a disagreement such as that encountered with the BOS this year over encumbrances.

**VOTE: 7-1 (J. Kiszka) -1(D. Heffernan) The motion carried.**

**Agenda Item 10: Adjournment**

There was no additional business presented and the meeting was adjourned at 9:15 pm.

Respectfully Submitted,  
Charlene Glorieux  
Recording Secretary