

# *Town of Plaistow ♦ Budget Committee*

*145 Main Street ♦ Plaistow ♦ NH ♦ 03865*



## **BUDGET COMMITTEE MEETING**

**Meeting: October 4, 2022**

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

### **ROLL CALL:**

Doug Thompson, *Vice Chair* - present  
Richard Anthony, *Budget Committee*- present  
Theodore Carves, *Budget Committee* - absent  
David Gerns, *Budget Committee* - present  
Katie Knutsen, *Budget Committee* - present  
John Sherman, *Budget Committee* – present  
Roy Walling, *Budget Committee* – present  
Darrell Britton, *Selectmen's Representative* - present  
Jay DeRoche, *Selectmen's Alt* - present

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

The minutes of the June 7, 2022 meeting had been distributed in advance. V. Chair Thompson asked for corrections: it was noted that there is no s in Roy Walling's name.

***K. Knutsen moved, second by D. Britton, to approve the minutes as corrected.***

***The motion was approved 5-0-1 (D. Gerns)***

### **Agenda Item 5: Public Comment**

Vice Ch. Thompson invited public comment. There was none.

### **Agenda Item 6: Filling of Vacancies:**

Vice Ch. Thompson noted that he is Acting Chair but the Chair position needed to be nominated and voted upon. He said he would miss at least three meetings and did not feel he should fill the Chair position.

D. Thompson nominated Katie Knutsen as Chair, seconded by D. Britton. No additional nominations were made. K. Knutsen was voted in as Chair 6-0-1 (K. Knutsen).

K. Knutsen nominated Doug Thompson as Vice Chair, seconded by D. Britton. No additional nominations were made. D. Thompson was voted in as Vice Chair 6-0-1 (D. Thompson).

V. Chair Thompson noted there has been no interest from the public in filling the three vacancies on the Committee. There was discussion of having a quorum for the meetings, and to attempt to find new members. There was discussion about the size of the Committee and the number of meetings; it was agreed there are about 8-10 meetings

### **Agenda Item 7. Review and Discussion of the 2023 Budget and Process:**

V. Chair Thompson invited questions on the process, and reviewed how the Committee had operated with the 2022 Budget. He noted the draft budget had been given to the Committee, and that the Board of Selectmen would review it and begin discussion on October 17<sup>th</sup>. He suggested the Budget Committee could set a schedule based on how the BOS advances its process, and determine which department heads it would like to question. He noted the Committee had presentations from some of the larger departments such as Fire, Police and Highway. It was noted there are budgets which will not require presentations.

R. Anthony suggested the Town's audited financial reports as an excellent resource. He said that the last time Plaistow used the budget surplus to reduce the tax obligation was in 2017. J. DeRoche noted that the surplus goes into the unexpended fund balances and that since 2017 the money hasn't been used to offset the tax rate but to help with capital purchases via warrant articles. D. Britton noted that at this point the budget is pretty much level funded except in areas that the Town can't control such as insurance, retirement fund, fuel costs, utilities, debt. J. DeRoche said that a list of BOS approved budgets will be given to the Committee on October 18<sup>th</sup> and they hope to have all the budgets reviewed by the end of October and handed off to the Committee. He noted the Budget Committee approved budget is what goes to the voters.

V. Ch. Thompson suggested the next meeting of the Committee be held on October 18<sup>th</sup>. The Committee members asked to receive the budget as an Excel spreadsheet; K. Knutsen said she would ask Town Manager Colby for it. She also suggested not meeting again until the BOS has completed its process. J. DeRoche will share the BOS's schedule with the Committee. It was agreed that the Committee not meet again until Oct. 25<sup>th</sup>.

### **Agenda Item 8: New Business**

There was discussion about the current economic situation of the country, and the hope for level-funding or reducing budgets if possible. It was noted the settlement with the previous Town Manager is now off the books. K. Knutsen noted that the School budget should also be considered when looking at the tax burden.

**Agenda Item 9: Next Meeting**

The next meeting will be the held on October 25, 2022.

**Agenda Item 10: Adjournment**

There was no additional business presented. The meeting was adjourned at 6:58 pm.

Respectfully Submitted,  
Charlene Glorieux  
Recording Secretary