

**TOWN OF NEWMARKET, NEW HAMPSHIRE
MUNICIPAL BUDGET COMMITTEE MEETING**

APRIL 11, 2022 6:30 PM

TOWN HALL AUDITORIUM

Approved May 23, 2022

MEMBERS PRESENT: Chairman Michael LaBranche, Vice-Chairman Christopher Wolfe, Roger Cady, Richard Lesavoy, Ned Carpenter, Danielle Honan, Town Council Rep Brian Ward, School Board Rep Amy Tilton

EXCUSED: Brian Hickey

AGENDA

ELECTION OF OFFICIALS

Nomination for Chairman

Motion: Mr. Lesavoy nominated *Michael LaBranche as Chairman of the Budget Committee*, seconded by Mr. Carpenter.

Vote: Motion approved unanimously by a vote of 8-0

Nomination for Vice Chairman

Mr. Lesavoy volunteered as Vice-Chair which was seconded by Mr. Carpenter. Some confusion followed and Mr. Wolfe was nominated and approved.

Motion: Mr. Cady nominated *Christopher Wolfe as Vice-Chairman of the Budget Committee*, seconded by Mr. Carpenter.

Vote: Motion approved unanimously by a vote of 8-0; Mr. Lesavoy said he was more than happy for Mr. Wolfe to be Vice-Chair.

Nomination for CIP Committee Representative

Motion: Mr. Cady nominated *Richard Lesavoy as the Budget Committee Representative to the CIP Committee*, seconded by Mr. Carpenter.

Vote: Motion approved unanimously by a vote of 8-0

Nomination for CIP Committee Alternate Representative

Mr. Lesavoy explained to new member Danielle Honan that CIP plans all Capital expenses for the Town for the future and makes a recommendation. Chairman LaBranche said it involved a short window of meetings in August/September, and Ms. Honan agreed to the nomination.

Motion: Mr. Carpenter nominated *Danielle Honan* as the *Budget Committee Alternate Representative to the CIP Committee*, seconded by Vice-Chair Wolfe.

Vote: Motion approved unanimously 8-0.

PUBLIC COMMENT

Chairman LaBranche opened Public Comment at 6:39 pm.

Hearing no comments, Chairman LaBranche closed the Public Hearing at 6:39 pm.

CALENDAR

Budget Committee Calendar for 2022-2023

Chairman LaBranche stated that in the past the Budget Committee has met on the last Monday of the month and said he had no problem continuing that. He suggested that since the Budget Committee would no longer get monthly reports from the Town and School that the Committee meet every month but alternate the School and the Town to focus more on a specific entity.

Mr. Cady recommended not meeting in July as neither the School nor the Town quarterly reports will be out at that time and August was important for looking at prior year, and said he liked the idea of splitting the focus monthly. The Committee also agreed and Chairman LaBranche said he would speak with the Town Manager and School Superintendent.

Chairman LaBranche said he would not be available for the April 28, 2022 meeting and was unsure about the next meeting date. Mr. Cady suggested meeting in May and the Committee tentatively agreed on May 23, 2022, keeping the meeting time at 6:30 pm. Chairman LaBranche said they would probably not have to meet every month especially in the summer.

Vice-Chair Wolfe felt that waiting a quarter to get a report back from the Town and School and then having questions to be answered, makes it an arduous task for the Budget Committee, and felt by waiting they are slipping pretty far away from core of when the data is coming together. Mr. Lesavoy added they also needed to get far enough ahead of meetings for questions. Mr. Carpenter agreed doing it quarterly was too much.

Mr. Cady said as he remembered the School end-of-year report comes out the second or third week of July, but the Town not until some time in August. He said we may want to do the year-end report from the School in July and the Town in August and was changing his mind about the July meeting. Chairman LaBranche said he would check with the Town and the School on when their year-end reports will be available. Mr. Cady said the Committee could then do CIP in September.

Vice-Chair Wolfe asked who chairs the CIP Committee, and Mr. Cady said the new Town Planner Bart McDonough. Ms. Honan asked about the July meeting and Chairman LaBranche said if there is no business to discuss he would not call a meeting.

ANY OTHER BUSINESS

Municipal Budget Committee Public Hearing
April 11, 2021

Mr. Lesavoy asked the number of Budget Committee members when full, and Chairman LaBranche said there are 11 members and currently two 1-year vacant positions which are voted on by the Budget Committee.

Mr. Carpenter said at the last meeting the Committee discussed the additional Firetruck added to the fleet which means additional expenses in maintenance and also when it will need replacement in the future, and said that needs to be pursued. Mr. Cady suggested asking Fire Chief Rick Malasky to come in to the May meeting.

Mr. Cady asked for a list of all member emails. Vice-Chair Wolfe asked if the Budget Committee had written operating procedures, and Chairman LaBranche said he would check.

Next Meeting: Tentatively May 23, 2022 at 6:30 pm.

ADJOURNMENT

Mr. Cady made a motion to adjourn the meeting, seconded by Vice-Chair Wolfe, all in favor 8-0.

Chairman LaBranche adjourned the meeting at 7:02 pm.

Respectfully Submitted,

Patricia Denmark, Recording Secretary