

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

**August 28, 2017      7:00 PM**

**TOWN HALL AUDITORIUM**

**September 25, 2017**

MEMBERS PRESENT: Chairman Daniel V. Smith, Vice Chairman Jeff Raab, Dave Foltz, William “Blue” Foster, Ashley Bowley, Trevor MacDonald, Joan LaRochelle, Town Council Rep Toni Weinstein, School Board Rep Elizabeth McKinney

EXCUSED: Michael “Mickey” Burns, Dan Hill

ALSO PRESENT: Town Administrator Steve Fournier, Superintendent Meredith Nadeau, Business Administrator Lisa Ambrosio

**AGENDA**

Chairman Dan Smith called the August 28, 2017 Newmarket Budget Committee Meeting to order at 7:01 pm, followed by the Pledge of Allegiance.

**OLD BUSINESS**

**Approval of the Minutes of May 22, 2017**

Mr. Foltz made a motion to approve the minutes of the May 22, 2017 Budget Committee Meeting, which was seconded by Councilor Weinstein.

Corrections: Mr. MacDonald corrected two typographical errors.

Chairman Smith polled the Committee and the minutes of May 22, 2017 were approved as amended by a vote of 9-0.

**NEW BUSINESS**

**TOWN FY2016-2017 BUDGET-TO-ACTUAL UPDATE/END-OF-YEAR FIGURES**

**Town Administrator Steve Fournier**

Town Administrator Steve Fournier stated that the Town finished the FY2016-17 budget year \$293,907 under budget (3%), and that the General Fund finished \$243,032 under budget. He said this was mainly as a result of being under budget for Healthcare by \$42,572, due to the retirement of two longtime employees and the period of vacancy which resulted. He said this had also impacted Police and

Recreation Salary Budgets with savings there as well. He said there were savings in heating oil of \$16,283, and that Welfare was under by \$15,606.

Town Administrator Fournier stated that Revenues came in higher than anticipated at \$508,912 for the General Fund. He said Motor Vehicle Registrations ended up \$257,262 higher than anticipated, Building Permits were \$19,177 higher, and the Cable Franchise fees were \$42,721 higher. He said legislatively they had gotten an extra \$150,000 for Roads for this year and all the Downtown side streets would be paved.

Discussion: Chairman Smith asked about the \$56,700 gain from the sale of a municipal property, and Town Administrator Fournier said it was for the Eagles Property.

#### **SAU FY 2016-2017 BUDGET-TO-ACTUAL UPDATE**

**Superintendent Meredith Nadeau & Business Administrator Lisa Ambrosio**

Superintendent Meredith Nadeau said that today was the first day of School in Newmarket and things had gone well. She said though the budget figures were preliminary for the School, they felt good about the numbers and anticipated returning \$600,000 to taxpayers. She said they received an additional \$100,000 for Medicaid and Catastrophic Aid, and projected revenues for next year to be good. She said they were currently running at 2% of their budget, though 1% was preferred.

Discussion: Chairman Smith asked about the \$600,000 unassigned Fund Balance, and Superintendent Nadeau said that would go back to taxpayers. Mr. Foltz commended the School on the bond rate of 3.35% obtained from the Municipal Bond Bank, and Superintendent Nadeau said they had been very fortunate.

#### **SELECTION OF CIP REPRESENTATIVE AND ALTERNATE**

Chairman Smith said he had received no responses to his request for volunteers for a Budget Committee CIP Representative. He said the meetings were usually held at 5:00 pm on Mondays or Tuesdays, with the process wrapped up by October. Town Administrator Fournier stated that CIP was due to him by October 1, 2017.

Chairman Smith said he had met with directors of the Town and the School to discuss the need to tighten and refine the CIP process to get more of a work product as a result. He said usually Department Heads brought in requests and the process became rather unfocused. He said it was the desire of the Town Council Chairman that the document be more of a prioritization rather than a list of everything the Town could do with the CIP funds.

Ms. LaRochelle asked what expertise was required for the position, and Chairman Smith said it required the ability to listen to Department Heads and sort through what was important to the Town in consultation with the other members of the Committee. Ms. LaRochelle volunteered to be the Budget Committee Representative. Councilor Weinstein said it was also a way to see the needs of the Town through the eyes of the Department Heads.

Mr. Foster made a motion to nominate *Ms. Joan LaRochelle* as the *Budget Committee Representative to the CIP Committee*, which was seconded by Vice-Chair Raab. The nomination of Ms. LaRochelle as Budget Committee Representative to the CIP Committee was approved by a vote of 9-0.

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**Adjournment**

Councilor Weinstein made a motion to adjourn the meeting which was seconded by Ms. LaRochelle. The meeting was adjourned at 7:17 pm.

Respectfully submitted,

Patricia Denmark, Recording Secretary