

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

September 25, 2017 7:00 PM

TOWN HALL AUDITORIUM

Approved October 23, 2017

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

EXCUSED: Ashley Bowley, Dan Hill, Joan LaRochelle (upstairs at CIP Committee meeting)

ALSO PRESENT: Superintendent Meredith Nadeau,

AGENDA

Chairman Dan Smith called the September 25, 2017 Newmarket Budget Committee Meeting to order at 7:00 pm, followed by the Pledge of Allegiance.

OLD BUSINESS

Approval of the Minutes of August 28, 2017

Councilor Weinstein made a motion to approve the minutes of the August 28, 2017 Budget Committee Meeting, which was seconded by Mr. Foltz.

Chairman Smith polled the Committee and the minutes of August 28, 2017 were approved by a vote of 7-0, with 1 abstention.

NEW BUSINESS

School District Final FY2016-2017 Budget-to-Actual

Chairman Smith said the School District Final FY2016-2017 Budget-to-Actual had been distributed and Superintendent Meredith Nadeau was present to answer any questions.

Capital Improvement Plan Committee (CIP) Update – *Joan LaRochelle*

Chairman Smith stated that as Ms. LaRochelle was attending the CIP Committee meeting upstairs they would address this at the next Budget Committee meeting.

Meeting Schedule for the Balance of FY2017-2018 Budget Year

Chairman Smith stated that Town Meeting Day would be held on March 13, 2018, and explained that they worked backward from that date to set up the budget schedule. He said that items listed in *italics* were not Budget Committee meetings and were provided for informational purposes.

October 23, 2017 – Regular Budget Committee Meeting to review the CIP document and discuss the budget review and hearing process for new members.

November 15, 2017 – *Town Administrator transmits Town Budget to Budget Committee*

November 27, 2017 – Budget Committee Working Session to review proposed Town Budget

November 27, 2017 – *School Superintendent transmits School District Budget to Budget Committee*

December 4, 2017 – Budget Committee Working Session to review proposed School District Budget

December 11, 2017 – Fallback date if needed to complete review of proposed budgets

December 18, 2017 – Town Budget Public Hearing

January 5, 2018 – *Deadline for submission of Petition Warrants (if any)*

January 8, 2018 – School District Budget Public Hearing and Public Hearing on Petition Warrants (if any)

January 15, 2018 – *Deadline for Budget Committee to submit budgets and recommendations*

January 30, 2018 – *Deadline for posting Town and School District Warrants*

February 3, 2018 – Likely date of Deliberative Session (TBD by Town Administrator)

February 10, 2018 – Likely fallback date of Deliberative Session (TBD by Town Administrator)

March 13, 2018 – *Town Meeting Day (voting)*

Chairman Smith stated that all Budget Committee meetings were scheduled to begin at 7:00 pm. He said the Deliberative Session would be scheduled by the Town Administrator and typically started in the morning, and said all Budget Committee members needed to be present for both parts of the Deliberative Session (Town and School District).

Chairman Smith emphasized that it was important for members to attend the Public Hearings as a quorum was essential. Any Petition Warrant Articles would be due the week before the budget was submitted.

Other Business

Councilor Weinstein pointed out that CIP was a document and that departmental requests had to balance with the money available in the Capital Reserve Funds. She said the Town Administrator did not

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cut the CIP, but rather prioritized funding allocations. Chairman Smith said it was important to include the priorities and provide absolute dollar amounts

Adjournment

Mr. Foltz made a motion to adjourn the meeting which was seconded by Vice-Chair Raab. The meeting was adjourned at 7:17 pm.

Respectfully submitted,

Patricia Denmark, Recording Secretary