

**TOWN OF NEWMARKET, NEW HAMPSHIRE**

**BUDGET COMMITTEE MEETING**

**SEPTEMBER 23, 2019 7:00 PM**

**TOWN HALL AUDITORIUM**

***Approved October 28, 2019***

MEMBERS PRESENT: Chairman Michael "Mickey" Burns, Vice Chairman Daniel V. Smith, Jeff Raab, Trevor MacDonald, Roger Cady, Gary Swanson, Joe Lamattina, Town Council Rep Zachary Dumont, School Board Rep Elizabeth McKinney

EXCUSED: Christian Matthews, Robert Ortins

**AGENDA**

Chairman Mickey Burns welcomed everyone to September 23, 2019 Budget Committee Meeting and called the meeting to order at 7:00 pm, followed by the Pledge of Allegiance.

**OLD BUSINESS**

**Approval of the Minutes of the Budget Committee Meeting of August 26, 2019**

Vice-Chair Smith made a motion to approve the Minutes of the Budget Committee Meeting of August 26, 2019 which was seconded by Mr. Raab.

Changes/Corrections: Mr. Cady corrected the spelling of his name on page 2, second paragraph.

Chairman Burns polled the Committee and the minutes of the Budget Committee Meeting of August 26, 2019 were approved as amended by a vote of 7-0, with 2 abstentions.

**NEW BUSINESS**

**Review Schedule of Upcoming Meetings**

Chairman Burns said he reached out to the Town Administrator and the new School Superintendent for numbers to review year-to-date, but both preferred to wait until the October 28, 2019 meeting. He said November 25, 2019 would be the first Budget Committee Working Session to review the proposed Town Budget. He said meeting dates circulated were not final and needed to be aligned with the Town and the School.

Questions: Vice-Chair Smith asked the School Board and Town Council reps about possible Warrant Articles or anything unusual coming up. Councilor Dumont said nothing at the moment, but their Saturday Budget Workshop Meeting was scheduled for Saturday, October 26, 2019. Ms. McKinney said the School Board had just started discussions, and said the School District did have one negotiation contract this year.

## **OTHER BUSINESS**

### **CIP Committee Update**

Mr. Lamattina, Alternate Budget Committee Representative to the CIP Committee, gave an update on CIP progress to date. He said at the last meeting they met with all departments except Public Works Director Malasky, and would meet with him Wednesday to review his CIP items, then review all projects and prioritize. He said personally he saw nothing significant except a few items from the School including a new field for \$1 Mil and a courtyard for \$160,000, and received notice today about \$200,000 for updates to the playground. He said all other department requests were things that needed to be done. Ms. McKinney added that the kids were raising money themselves for the playground and had raised a good amount to date.

Mr. Cady asked if the Budget Committee had a position on leasing versus purchasing Capital equipment. Chairman Burns said the CIP Plan is filtered through department heads, the Town Administrator, and the Town Council before coming to the Budget Committee. He said there are several opportunities for boards to make informed decisions about leasing or purchasing and where to place funds, and said the decisions were best served on a case-by-case basis. He said the job of the Budget Committee is to look and bottom-line numbers.

Mr. Cady said he understood CIP funds are narrowly designated and cannot be used for other things. Vice-Chair Smith said CIP was not a funding vehicle, and said from a legal standpoint they had to have an accountable plan in order to assess impact fees on developers. He said there is a CIP Plan and a CIP Committee, and the CIP Committee prepares and approves the plan. He said the CIP Plan is not binding and the Town Administrator and the Town Council make choices about how the funding will happen.

Mr. Raab explained that when the plan is executed by the Town Administrator and the Town Council, choices have to be made about how funding will occur, either as budget line items or allocations in the budget to CIP accounts. He said CIP funds were the ones potentially narrow and serve as savings accounts for the stated purpose.

### **School Business Administrator Screening Committee**

Chairman Burns said he received a communication about the formation of a screening and interview committee being formed to help identify and recommend a new School District Business Administrator. He said the communication was from the Elementary School Principal Sean Pine who was the chairman of the committee. Anyone interested in serving on this search committee would not be serving as a representative of the Budget Committee but as a citizen. The first organizational meeting was held today at 3:30 pm.

**NEXT MEETING:** October 28, 2019 at 7:00 pm in the Town Hall Auditorium.

## **ADJOURNMENT**

Budget Committee Meeting  
September 23, 2019

Mr. Cady made a motion to adjourn the meeting which was seconded by Vice-Chair Smith. Chairman Burns polled the Committee and the motion to adjourn was approved 9-0.

Chairman Burns adjourned the meeting at 7:18 pm.

Respectfully submitted,

Patricia Denmark, Recording Secretary