



# TOWN OF NEW LONDON, NEW HAMPSHIRE

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## **Budget Committee Meeting Meeting Minutes September 9, 2015**

**BUDGET COMMITTEE MEMBERS PRESENT:** Rob Prohl (Chair), Joe Cardillo (Vice-Chair), Suzanne Jesseman, John Wilson, Tyler Beck, Phyllis Piotrow, Bruce Hudson, Chris Lorio

**MEMBERS ABSENT:** Peter Bianchi (Board of Selectmen's Representative)

**STAFF PRESENT:**

Kimberly Hallquist, Town Administrator  
Wendy Johnson, Finance Officer

**OTHERS PRESENT:**

Richard Lee, Public Works Director  
Linda Hardy, Town Clerk/Tax Collector  
Jay Lyon, Fire Chief  
Ed Andersen, Police Chief

Chair Prohl called the meeting to order at 7:00pm. He welcomed the newest member of the Budget Committee, Tyler Beck.

Chair Prohl read a letter of resignation he received from Bill Green.

**IT WAS MOVED (John Wilson) AND SECONDED (Suzanne Jesseman) to accept the resignation of Bill Green from the Budget Committee. THE MOTION WAS APPROVED UNANIMOUSLY.**

Minutes of April 8, 2015

**IT WAS MOVED (John Wilson) AND SECONDED (Suzanne Jesseman) to approve the minutes of April 8, 2015, as amended. THE MOTION WAS APPROVED UNANIMOUSLY.**

The headers should reflect the date of April 8, not March 8.

New Proposal - Joint Meeting with the Selectmen

Chair Prohl feels it would be helpful to meet with the Selectmen prior to the start of the budget season to discuss goals and upcoming projects. Ms. Hallquist said the Selectmen hoped the Budget Committee would meet with them at Whipple Hall on Monday, September 14<sup>th</sup> at 7pm. Mr. Hudson feels it is a good idea for the two groups to meet before getting into the budgeting season.

**IT WAS MOVED (Bruce Hudson) AND SECONDED (Phyllis Piotrow) to meet with the Board of Selectmen at 7pm on September 14, 2015 to discuss the 2017 budget. THE MOTION WAS APPROVED UNANIMOUSLY.**

Capital Reserve Subcommittee

Chair Prohl explained that last year this committee existed. If they decide to do it again they should wait until the Planning Board has their Capital Improvement Plan (CIP) completed. The chair and vice-chair

of the Budget Committee sat in on this committee last year. Anyone is welcome to come and participate, but only those chosen as representatives of the Budget Committee can vote.

**IT WAS MOVED (John Wilson) AND SECONDED (Suzanne Jesseman) to continue the Capital Reserve Committee for next year. THE MOTION WAS APPROVED UNANIMOUSLY.**

Budget Subcommittee Recommendations for the FY2017 Budget Process

Chair Prohl asked for feedback from the Budget Committee with regards to how these subcommittees went last year.

Mr. Lorio said the subcommittee was helpful to him as a new member. He suggests rotating through the different departments each year so people get to meet with different departments. Ms. Piotrow asked if the subcommittees could meet with the departments after the Select Board has come up with their budget so the process of department head meetings isn't duplicated. Chair Prohl didn't think there was enough time to do this. He offered that they could schedule visits at departments on certain days and anyone who wanted to could attend.

Mr. Hudson thinks there is plenty of time during the month of October for the subcommittees to talk with the department heads. Chief Lyon said they are submitting their budgets more than two months ahead of when they did last year, due to the Town Meeting moving up to March.

The subcommittees were determined by asking each member of the Budget Committee their preference:

Fire/Police/Dispatch – Tyler Beck, Bruce Hudson  
Public Works/Sewer – Suzanne Jesseman, John Wilson  
Recreation/Library – Joe Cardillo, Rob Prohl  
Admin/executive/Finance/Zoning – Chris Lorio, Phyllis Piotrow

The meetings should be done before Thanksgiving. It was agreed that the person appointed to replace Bill Green could choose which subcommittee he/she wanted to serve on.

Schedule of Tentative Budget Meetings

12/2 Subcommittee Reports, discuss CRC recommendations – tentative – if these budget items are ready from Selectman review archives, patriotic purposes, conservation, health, admin, welfare, non-profits;

12/9 Public Safety – Police, fire, dispatch, emergency management

12/16 Library, Recreation and Public Works (highway, sewer, transfer station, cemeteries, town buildings)

1/6 Admin, Town Clerk/Tax Collector, Elections and Registration, Finance, Assessing, Planning and Zoning

1/13 Bonded debt principal/interest, Capital Reserve Accounts, transfer to and purchases out of, revenues, finalize budget for public hearing in February 3<sup>rd</sup>.

1/14 and/or 1/21 – Complete budget if not finished by 1/13 – Tentative – AS NEEDED

2/3 – Public Hearing

2/4 – Public Hearing if needed

Election of Chair and Vice-Chairman

**IT WAS MOVED (John Wilson) AND SECONDED (Joe Cardillo) to nominate Rob Prohl for chairman of the Budget Committee. THE MOTION WAS APPROVED UNANIMOUSLY.**

**IT WAS MOVED (Joe Cardillo) AND SECONDED (Bruce Hudson) to nominate John Wilson for vice-chairman of the Budget Committee.**

Mr. Wilson declined the nomination

**IT WAS MOVED (Bruce Hudson) AND SECONDED (John Wilson) to nominate Joe Cardillo for vice- chair. THE MOTION WAS APPROVED UNANIMOUSLY.**

Chair Prohl noted that Colin Campbell is interested in filling the vacancy left by Bill Green. He is willing to serve if nominated. This would be an appointment until elections in March; Mr. Campbell would need to run again if he wanted to continue.

**IT WAS MOVED (Phyllis Piotrow) AND SECONDED (Joe Cardillo) to nominate Colin Campbell to fill the vacancy on the Budget Committee. THE MOTION WAS APPROVED UNANIMOUSLY.**

**IT WAS MOVED (John Wilson) AND SECONDED (Chris Lorio) to publically thank Bill Green for the years of service he gave to the Town as part of the Budget Committee. THE MOTION WAS APPROVED UNANIMOUSLY.**

**IT WAS MOVED (Suzanne Jesseman ) AND SECONDED (Bruce Hudson) to adjourn. THE MOTION WAS APPROVED UNANIMOUSLY.**

The meeting adjourned at 7:45pm.

Respectfully submitted,

Kristy Heath, Recording Secretary  
Town of New London