

MINUTES

Sanbornton Budget Committee

Meeting Date and Time: Monday, April 2nd, 2018 at 7:00 PM

Meeting Place: Sanbornton Town Offices, Sanbornton, N.H.

Present: Ralph Rathjen, Selectmen Katy North, Kate Osgood, Craig Davis, John Vorel, Justin Barriault

Minutes: Justin Barriault made a motion to approve the minutes of 2/6. Ralph Rathjen seconded the motion and the motion passed, with Selectman North abstaining.

Ralph Rathjen stated that this is an organizational meeting to plan for the next fiscal year. He nominated Craig Davis to be the new Budget Committee Chair. John Vorel seconded the motion and the motion passed unanimously. Craig Davis suggested nominating Craig Weisman as Vice Chair but will wait until the next meeting to formally nominate him as he was absent from this meeting.

BC Reps - Chair Davis asked if assigning a department to each Budget Committee member is useful. He stated that he would like to continue doing this, as he feels that it gives department heads a contact, though they should go to the Board of Selectmen first. Selectman North stated that department heads can also work through the Town Administrator if they have questions or concerns and then she can relay this info to the BC rep. John Vorel stated that having a liaison between departments is important and lets the department heads know that the BC takes an interest in what they do. Ralph Rathjen stated that the BC rep can be present in the BOS meeting when the department head initially presents their budget to get additional insight into the BOS decision on that budget. The Budget Committee reps are as follows:

Justin Barriault and Craig Weisman – Highway

John Vorel – Police

Craig Davis – Fire

Kate Osgood – Recreation

Ralph Rathjen – Transfer Station

BC Calendar - Chair Davis presented the tentative 2018/19 Budget Committee calendar and stated that he doesn't think the BC needs to meet before September, and members were in agreement.

CIP Rep - Kate Osgood volunteered to be the BC rep on the Capital Improvements Program Committee.

Emails between BC members – Craig Davis reminded members that there should be no deliberations in email form between members and will put a header at the top of emails stating that recipients should not Reply All to the message. Ralph Rathjen noted that the best practice for a member emailing the rest of the group is to BCC all members. Selectman North stated that there have been many violations of 91A regarding email communication.

BOS/BC Communication – Craig Davis stated that he would like the Budget Committee to communicate more effectively with the BOS in the new fiscal year.

Meeting adjourned at 7:45PM

Respectfully Submitted,

Audry Barriault