

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

APRIL 29, 2024

TOWN HALL AUDITORIUM

Approved May 20, 2024

MEMBERS PRESENT: Chairman Christopher Wolfe, Vice-Chair Brian Rowley, Scott Foster, Danielle Honan, Tim Chiou, Ned Carpenter, Justin Looser, School Board Rep Dan Smith, Town Council Rep Brian Ward

EXCUSED: Brian Hickey, Chris Blackstone (new member)

Acting Chair Chris Wolfe welcomed everyone to the April 29, 2024 Municipal Budget Committee Meeting and called the meeting to order at 6:30 pm followed by the Pledge of Allegiance.

PUBLIC FORUM

Acting Chair Wolfe opened the Public Forum at 6:32 pm; seeing no one present he closed the Public Forum at 6:32 pm.

NEW BUSINESS

Town Finance Report Q2 FY2024

Acting Chair Wolfe stated that Town Finance Director Bill Tappen was unable to attend this evening and the meeting will be postponed to next meeting or meeting after.

ELECTION OF OFFICERS

Election of Budget Committee Chairman

Mr. Smith **nominated** Chris Wolfe as Chairman, **seconded** by Mr. Carpenter; Mr. Wolfe accepted the nomination.

Vote: all in favor 9-0

New Budget Committee Chairman: Chris Wolfe

Election of Budget Committee Vice-Chairman

Chairman Wolfe **nominated** Brian Rowley as Vice-Chairman, **seconded** by Danielle Honan; Mr. Rowley accepted the nomination.

Vote: All in favor 9-0

New Budget Committee Vice-Chairman: Brian Rowley

Election of Budget Committee CIP Representative

Brian Rowley **volunteered** as Budget Committee Representative to the CIP Committee.

Calendar

Chairman Wolfe said the calendar shows dates and general subject matter with the budget cycle beginning in September. Dates have not been officially released by the State and are estimates. Regular monthly meetings will be held throughout the year with the month of July off. He said he is working with Town Administrator Fournier to organize meetings with Town departments and hopes to do the same with the School.

Chairman Wolfe said at the bottom is an estimate of FY2025 Town Election and 2025 timetable. Town Council submits the Budget on November 13, 2024 and Budget Committee gets it on November 25, 2024; dates will be tweaked as we get closer. Mr. Smith said Election Day is always the second Tuesday in March and we work backward from there, setting a snow date as well.

Councilor Ward suggested department visits be held the Sunday before a meeting and be listed on the calendar. Chairman Wolfe said he would talk with Town Administrator Fournier about meeting with groups of 4 in the departments. Mr. Carpenter recommended having department heads give presentations at Budget Committee meetings. Mr. Smith said the School might be more interested in coming to a meeting and giving their presentation once; School Board can also find space at the School for a meeting there.

MEETING MINUTES

Meeting Minutes of January 22, 2024

Changes: Mr. Carpenter said he was present at the meeting remotely; "Excused" was changed to *Remote*.

Motion: To approve the Budget Committee Meeting minutes of January 22, 2024, as amended.

Motioned: Mr. Carpenter

Seconded: Vice-Chair Rowley

Vote: all in favor 9-0

OTHER BUSINESS

Mr. Chiou raised the issue of the print size in the Budget Report and asked if it could be enlarged a little bit more in future; Mr. Carpenter said landscape mode might be better.

Budget Presentations: Mr. Carpenter said most Committee members agree the School has done an outstanding job providing detail, with the Town not providing as much. Chairman Wolfe said there was discussion with the Town afterwards about the structure and how that could be adjusted, as well as the availability of data immediately.

Next Meeting: May 20, 2024

ADJOURNMENT

Municipal Budget Committee Meeting
April 29, 2024

Mr. Looser **motioned** to adjourn the meeting; **seconded** by Mr. Carpenter; **Vote:** all in favor 9-0.

Chairman Wolfe adjourned the meeting at 6:49 pm.

Respectfully Submitted,

Patricia Denmark, Recording Secretary