



**TOWN OF PITTSFIELD
BUDGET COMMITTEE
TOWN HALL, 85 MAIN STREET
PITTSFIELD, NH 03263**

MEETING MINUTES OF Wednesday, November 3, 2021

CALL TO ORDER

Call to order at 6:34 PM by Katie Bocash, Chair

MEMBERS PRESENT (11)

Katie Bocash, Chair
Robert Schiferle, Vice Chair
Jeremy Everson, Secretary
Carol Richardson, Select Board Rep.
Justin Clough, School Board Rep.
John Christakos
Dan J. Green
Fred Hast
Larry Konopka
Ammy Ramsey
Helen Schiff

MEMBERS ABSENT (1)

Randy Severance

GUESTS PRESENT

None

DOCUMENTS DISTRIBUTED:

- *Town of Pittsfield 2022 Budget Recap by Department*
- *Wastewater paperwork from H2O Innovation (5pages)*
- *PES Budget Narrative 2022-2023 (2 pages)*
- *Pittsfield School District 2022-2023 Operating Budget Preview (4 pages)*

Agenda Item 1: Approval of Meeting Minutes

September 22, 2021 Meeting Minutes

- Motion to Approve: J. Everson
- Motion 2nd: L. Konopka
- 8 (yes) – 0 (no) – 0 (abstentions)

Motion Passed

Agenda Item 2: Preliminary Review of Proposed School Budget

Documents Referenced:

- *PES Budget Narrative 2022-2023 (2 pages)*
- *Pittsfield School District 2022-2023 Operating Budget Preview (4 pages)*

Discussion: J. Clough gave info and details to cover the school budget preview documents.

- The budget preview pages include a PES Budget Narrative with good explanations of many of the areas included in the budget
- The Superintendent is working with the school administration and the School Board to streamline and simplify the budget workbook and make things easier to understand
- Overall the PES budget is remaining stable for the upcoming school year

Agenda Item 3: Preliminary Review of Proposed Town Budget

Documents Referenced:

- *Town of Pittsfield 2022 Budget Recap by Department*
- *Wastewater paperwork from H2O Innovation (5pages)*

Discussion: there were many questions and discussion about the pages in the workbook

- Still waiting on BCEP budgets
- Still waiting on CIP finalized outlook
- The Proposed Budget is relatively stable and straightforward, with only minimal increases across the board (salaries, retirement, insurance)
- K. Bocash led the discussion through the budget recap, department by department
 - There are good notes at the bottom of the pages of the budget workbook
 - 4130 Executive
 - 4140 Elections, Registrations...
 - 4150 Financial Administration
 - The position of Town Clerk/Tax Collector is split in the budget workbook to departments 4140 and 4150

- The Office Assistant works in three different departments and 50% of her salary is in this department budget
- 4152 Revaluation of Property
- 4153 Legal Expenses
- 4191 Planning & Zoning
 - There is an increase in Line 128 which covers the planning and zoning ordinance update for 2022
- 4194 General Government Buildings
 - Some of the expenses in this department have included library expenses (lines 175 and 176) but those have been moved to the library budget now, which budget is overseen and included in this workbook
- 4195 Cemeteries
- 4197 Regional Associations
- 4210 Police
 - There is an increase of approximately \$50,000 due to salary increases, retirement and radio upgrades
- 4220 Fire
 - There is an increase of approximately \$8,000
- 4240 Code Compliance
- 4290 Emergency Mgmt...
- 4311 Highway Administration
- 4312 Highways & Streets
- 4313 Bridges
- 4316 Street Lighting
- 4324 Solid Waste Disposal
- 4339 Hydrants & Dam Fees
- 4414 Animal Control
- 4441-4442 Welfare Admin...
- 4444 Intergovernmental Welfare
- 4520 Parks & Recreation
- 4550 Library
- 4582 Patriotic Purposes
- 4611 Conservation
- 4651 Economic Development
- 4711 Principal on Long Term Bonds
- 4721 Interest on Long Term Bonds
- 4723 Interest on Tax Anticipation Note
- 4326 Wastewater Treatment Plant
- The Select board voted to use \$336,000 from the fund to bring the tax rate to \$23.99 per thousand

Item 4: Introduction of New Member

Daniel Green is joining the Budget Committee as a new member for this budget season.

The Budget Committee will be meeting on November 10 and 17 before taking a break for Thanksgiving. Then we will resume meetings again in December.

Next Meeting

Next meeting will be on Wednesday, November 10, 2021, starting at 6:30 PM. The agenda will include gathering questions for department heads and identifying concerns and issues to be addressed in the coming meetings.

Meeting adjourned at 8:22 PM.

Submitted by: Jeremy Everson, Secretary

Approved:

Katie Bocash, Chair

Date