



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

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## **MEETING MINUTES OF Wednesday, October 16, 2019**

### **CALL TO ORDER**

Call to order at 6:05 PM by Robert Schiferle, Chair

### **MEMBERS PRESENT (11)**

Robert Schiferle, Chair  
Mary Paradise, Vice Chair  
Jeremy Everson, Secretary (6:25 PM)  
Carol Richardson, Select Board Rep.  
Katie Bachelder  
Michael Cabral  
John Christakos  
Larry Konopka  
Ralph O'Dell  
Helen Schiff  
Randy Severance

### **MEMBERS ABSENT (2)**

Heidi Asdot, School Board Rep.  
Fred Hast

### **GUESTS PRESENT**

None

## **Introductions**

- Robert Schiferle informed the committee that there were three new members this year, and one vacancy remaining.
- Each member introduced themselves to the committee and provided some background information on themselves.

## Election of Committee Officials

### Chair

- Nomination of Robert Schiferle to be elected as chair
- Motion to Approve: Helen Schiff
- Motion 2<sup>nd</sup>: Randy Severance
- Vote on Nomination
  - 9 (yes) – 0 (no) – 1 (abstentions)
- **Motion Passes**

### Vice Chair

- Nomination of Mary Paradise to be elected as vice chair
- Motion to Approve: Larry Konopka
- Motion 2<sup>nd</sup>: Helen Schiff
- Vote on Nomination
  - 9 (yes) – 0 (no) – 1 (abstentions)
- **Motion Passes**

### Secretary

- Nomination of Jeremy Everson to be elected as secretary
- Motion to Approve: Randy Severance
- Motion 2<sup>nd</sup>: Larry Konopka
- Vote on Nomination
  - 10 (yes) – 0 (no) – 1 (abstentions)
- **Motion Passes**

## Schedule for Budget Season

### *Document Referenced*

- *NHMA 2020 SB2 March Town Meeting Calendar*

Robert reviewed important dates for required milestones in the budget process and informed the committee of the following dates:

- November 26, 2019: School Budget ready for presentation to the committee
- January 14, 2020: Last day for citizen petition warrant articles
- January 14, 2020: Last day for collective bargaining agreement budget submission
- January 16, 2020: Public Hearing on Annual Budget
- January 17, 2020: Snow Date for Public Hearing on Annual Budget
- January 23, 2020: Official Budget Due to the Select Board

Robert also announced the committee will not hold any meetings during Thanksgiving or Christmas weeks.

Discussion continues regrading regular meeting time of either 6:00 PM or 6:30 PM. It was decided that we will try 6:00 PM to start and see how well that works for committee members.

## Budget Preparation Status

Robert provided updates on the status of the new budget. He said the school was on target for delivering it the last week of November, and that the School Board gave initial guidelines to the superintendent to keep the current baseline, but without any additional cuts to services.

He informed the committee that the Select Board has been working on the budget, holding working sessions on three Tuesdays in October. He also said they are making good progress.

Lastly, he gave an update on the new Capital Improvements Program committee, where he is also a member. He said that committee is making great progress and will have a new Capital Improvements Plan document available for this year's budget discussions.

### Next Meeting

Next meeting will be on Wednesday, November 6, 2019, starting at 6:00 PM.

### Adjournment

Meeting adjourned at 7:28 PM.

Submitted by: Robert Schiferle, Chair

Approved:



Robert Schiferle, Chair

11/07/2019

Date