

**OSSIPEE BUDGET COMMITTEE
MEETING MINUTES
April 5, 2023**

Minutes have been recorded for the convenience of summarization by Laura Nash, Boards & Commissions Secretary and are deleted once the minutes are board approved; any amendments to the minutes are noted in ***bold & italic*** type.

Call to Order: Joe Goss called the meeting to order at 6:30 PM.

Pledge of Allegiance – was recited by all attendees.

Attendance by Roll Call: – Joe Goss, Donna Gridley, Dallas Emery, Lynne Parker, Susan McGuire – Doyle, Michael Hunter and Bob Roakes.

Absent:, Brian Keyes, Jennifer Brown, Martha Eldridge (Selectmen's Rep.), Matt Sawyer, Jr. (Town Administrator), and TJ Eldridge, (PW Director) and Andrea Picard (Finance Director)

Elect Chairman:

A **Motion** by Gridley to nominate Joe Goss as chairman. Parker seconded. No other nominations. All others voted in favor. Goss abstained. **Motion passed.**

Elect Vice-Chairman:

A **Motion** by Goss to nominate Gridley as Vice-Chairman. Emery seconded. No other nominations. All others voted in favor. Gridley abstained. **Motion passed.**

Regular Meeting

Meeting Minutes: Review to approve Meeting minutes of February 22, 2023.

A **Motion** by Emery to approve the meeting minutes of February 22, 2023, as submitted. Gridley seconded. No discussion. All others voted in favor. Roake and Hunter abstained. **Motion passed.**

Goss welcomed the new members Michael Hunter and Bob Roakes to the Budget Committee. Goss explained how he, as Chairman conducts the meetings and communication for upcoming meeting will come from the secretary. Town Administrator, Matt Sawyer, Jr. will provide the Revenue and Expenditure Reports for each meeting.

Selectmen's Report: N/A

Department Distribution:

Goss explained the roles and responsibilities of each member and how to gather the department needs and wants for the coming year.

- Joe Goss will review – Transfer Station and Welfare Administration
- Dallas Emery will review – Selectmen's Office, and Water & Sewer Departments
- Brian Keyes will review - Police Department, Police – Special Duty, Dog Officer Departments and Fire Warden
- Donna Gridley will review – Emergency Management, and Highway & Streets Departments
- Michael Hunter will review - Ambulance Contract

Parker stated she wants a Budget Committee member on the Ambulance Contract Committee during negotiations. Everyone else agreed.

- Bob Roakes will review – Government Buildings and Parks & Recreation Department
- Lynn Parker will review – Library and Ossipee Corner Light & Power Precinct
- Jennifer Brown will review – West Ossipee Fire Dept.
- Susan McGuire-Doyle will review – Center Ossipee Fire Precinct

Budget Committee Roster:

The secretary provided a roster list with committee members name, term expiration date, and contact information for each member.

2023 YTD - Expenditure Report: The Committee reviewed the January to March 2023 expenditure report and requested the secretary ask Town Administrator, Matt Sawyer, Jr for an explanation as to why several department budgets are either over budget or close to being over budget. Particularly, Gov Build - Gas/Diesel, Insurance – General, Police Dept. - PT Resource Officer, Police Dept. – FICA, and Highway – Overtime.

Next Meeting: Chairman Goss announced the next meeting will be:

- **July 19, 2023 – 6:30 pm at the Freight House**

Bob Roake inquired if the committee would receive the budget reports in advance of the meetings so he could have time to review prior to the meetings. Goss explained that Matt Sawyer usually brings the reports to the meeting. Bob Roake commented he likes to review documents ahead of time because he is a “why guy!”

Goss explained how the budget season process flows, the need for a 4-inch, 3-ring binder to hold all the documents, especially when reviewing the Outside Agencies applications. The Outside Agencies applications are received a week before the meeting, so there is time to review and is a two-night meeting. Goss noted that the Budget Committee’s budget is the one presented to the voters.

Any Other Business Which May Come Before This Meeting:

Goss called for any other business. With none heard, Goss called for a motion to adjourn.

Adjournment:

A **Motion** by Gridley to adjourn the meeting. Emery seconded. No discussion. A unanimous vote was taken. **Motion passed.** The meeting adjourned at 7:16 PM.

Minutes approved by majority vote of the Board on –

Date

Joe Goss, Chairman

Donna Gridley, Vice-Chair
(In the absence of the Chairman)