



Budget Committee  
Town of Gilmanton, New Hampshire

Meeting

July 07, 2021

6:07pm. – Gilmanton Academy

**PLEDGE OF ALLEGIANCE**

**Committee Members Present:**

Chairman Brian Forst, Vice Chairman Anne Kirby, Joanne Melle, Alec Bass, Vincent Baiocchetti - Selectmen's Rep, & Adam Mini- School Board Rep.

**Absent:** Grace Sisti, Steve Bedard, Claudia Ferber-Sawyer Lake Rep.

**Also present:** Heather Carpenter- Town Administrator

The Chairman opened up the meeting introducing the newest member, Claudia Ferber who will be representing the Sawyer Lake Village District. She was unable to make the meeting tonight. The Committee remains the same as last year, Anne Kirby and Alec Bass returned from last year, School Board and Selectmen's representatives are remaining the same.

**First Order of Business**

Appointment of Chairman and Vice-Chairman-

Joanne Melle nominates Brian Forst as the Chairman and Anne Kirby as Vice-Chair.

**MOTION:** On a motion by Joanne Melle and seconded by Vincent Baiocchetti it was unanimously voted to appoint Brian Forst as the Chairman of the Budget Committee. (5-0)

**MOTION:** On a motion by Joanne Melle and seconded by Vincent Baiocchetti it was unanimously voted to appoint Anne Kirby as the Vice-Chairman of the Budget Committee. (5-0)

**Wrap-up Discussion:**

Chairman- The budget season was productive this year and went well. We have had years where things weren't smooth. It seems much easier when things are fluid, understood, and not last minute. Overall, communication was good and things went well.

The Chairman asks if others had concerns that they would like mentioned.

Adam Mini- School Board Rep.- It is worth mentioning that it was the first year for SAU administration for the finance role, the Superintendent and there are still adjustments taking place to understand our process. The school obtained grant funding opportunities which come with regulations on use, timelines, and deadlines which the finance director is navigating and tracking the information. A lot is going on and he is working diligently on those processes but every business manager in the state is struggling to keep up with the information.

Chairman- All things considered, there were a lot of new faces in the administration, and communication went well.

Adam Mini- School Board Rep- There have been times in the past when I first started with the School Board that discussions with the Budget Committee were not that welcoming. We have worked hard to keep the process transparent and not lose ground with that continuity.

Further discussion about keeping the lines of communication open, process changes, and the timeline of a typical budget meeting schedule. Details will be discussed at the joint meeting being held on Tuesday, July 20<sup>th</sup>.

Vincent Baiocchetti -Selectmen's Rep- The Selectmen are starting our budget process earlier. We will be starting in August, budget presentations in September, the approved budget done by mid-late October pending health and dental figures, and be able to present a complete budget to the Budget Committee in November.

Chairman-DRA has contacted our Town regarding the budget process for the Sawyer Lake Village District, there is a required change that needs to take place to bring the district back into compliance.

- ☐ **Action Item:** Reach out to the Commissions to make sure they will have a budget to present to the committee. They will need to be added to the budget presentation schedule.

Town Administrator-The initial presentation of the entire budget is preferred to minimize page changes and errors. The idea for this budget season is to have a total budget to provide concise information, reduce frustration and allow for greater efficiency.

Chairman calls for further discussion; seeing none.

**Conclusion:** The joint meeting includes the School Board, the Select Board, and the Budget Committee. The meeting is being held on Tuesday, July 20<sup>th</sup> at 6: 00 p.m. at the school in the gym.

The Chairman thanks everyone on the committee for their patience, it was not an easy year for holding public meetings.

**Adjournment:** Approximate time 7: 38 p.m.

**MOTION:** On a motion by Vincent Baiocchetti and seconded by Adam Mini it was unanimously voted to adjourn the meeting.

Respectfully Submitted,

---

Heather Carpenter  
Town Administrator