

**PELHAM BUDGET COMMITTEE
MONDAY, MAY 22, 2006
MINUTES**

APPROVED

ATTENDANCE: Greg Farris, Dennis Viger, Ed Gleason, Eric Estevez, Doug Viger, John Lavallee, Marti Lowe, Joe Puddister, Bob Sherman, Eleanor Burton, Phil McColgan

ALSO PRESENT: Janet Gallant

AGENDA: Expenditure Reporting and Access
Proposed By-Law Review
Minutes Review

The Budget Committee Meeting of May 22, 2006 was called to order at 7:30 PM in the Pelham Elementary School Cafeteria.

Expenditure Reporting

Janet Gallant provided the committee with copies of Expenditure Reports and instruction on how to electronically access this information. A lengthy discussion followed regarding the layout of the budget books. Mr. Lavallee has prepared a motion to be voted on at the next meeting on June 1, 2006 (please see below). Mr. Lavallee also requested a list of all the encumbered warrant articles.

Discussion and review of by-law changes.

Page 4, No. 6 Deliberative Meetings

“Any adjustments made to dollar amounts voted at the Deliberative Session will require that the Budget Committee reconvene for a Special Meeting at the call of the Chair to vote on the adjusted items prior to posting the Budget Committee’s “Recommended” or “Not Recommended” vote on the official town ballot.

Mr. Lavallee noted that he was advised that when the Committee reconvenes to vote on any changes made at the Deliberative Session, the vote must carry a unanimous vote of the entire 11 member board, not just the quorum in attendance.

Janet Gallant will verify this with the DRA.

Section VII, Page 8, A. Format and Schedule for Initial Request

Question and discussion on the word “Fixed findings”. It was suggested the word be changed to Fixed Expenses.

Section VII, Page 8, B. Capital Expenditures

It was recommended that the wording be added after Capital Expenditures “based upon the following criteria”.

No. 2 – add the wording at the end of the sentence “and based upon Budget Committee approval”.

Section VII, Page 8, Format and Schedule for Final Requests

Motion by John Lavalley, seconded by Eric Estevez to be voted on June 1, 2006.

Town and School Budget presentations to Budget Committee should include prior year appropriation and expenses, current year appropriation and expenses to date (up to time of budget book preparation), selectmen recommendation, Budget Committee Recommendation (blank). Default Budget for budget year to be presented separately prior to reconsideration meeting.

Also, it was suggested that the wording for no. 2 be changed. “Identification of Warrant Articles for capital improvements shall be provided at the scheduled site walks for the Town and School Buildings.

Minutes Review: At the Organizational Meeting of April 6, 2006, the Committee overlooked the nomination of the budget committee secretary. Motion was made by Dennis Viger (2nd by Doug Viger) to nominate Marti Lowe as Secretary. The motion carried unanimously.

Motion to approve the Minutes of April 6, 2006 was made by Dennis Viger, (2nd by Bob Sherman). The motion carried unanimously.

Meeting adjourned at approximately 9:15 p.m.

Respectfully submitted,

/s/ Marti Lowe, Secretary