

Municipal Budget Committee Meeting
Community Center
8 Whitten Street
Allenstown, New Hampshire 03275
December 17, 2020

Call to Order

The Allenstown Municipal Budget Committee Meeting of December 17, 2020 was called to order at 6:06 pm by Chair Keith Klawes.

Chair Klawes read the following statement regarding authorization to hold the meeting electronically due to COVID:

As Chair of the Allenstown Municipal Budget Committee, I, Keith Klawes, find that due to the State of Emergency declared by the Governor as a result of the COVID-19 pandemic and in accordance with the Governor's Emergency Order #12 pursuant to Executive Order 2020-04, this public body is authorized to meet electronically. Please note that the meeting is being held at the Allenstown Community Center. Space is limited and we ask that non-members and people not presenting please RSVP with the Town Administrator at 603-485-4276 X112 to make sure there is a safe space for your attendance. You can join on Zoom Conference Call, which was authorized pursuant to the Governor's Emergency Order. However, in accordance with the Emergency Order, I am confirming that we are using Zoom Video Conference Call for this meeting. For Facebook Live, tune into the town's Facebook page and join the Live Video. All members of the Budget Committee have the ability to communicate contemporaneously this meeting through one of the platforms, and the public has access to listen and participate contemporaneously by dialing 646-558-8656. The meeting ID is 872 0008 5249 and the passcode is 121220.

We previously gave notice to the public of the necessary information for accessing the meeting, including how to access the meeting using Zoom or telephonically. Instructions have also been provided on the town website's Budget Committee page, attached to the agenda for this meeting. If anybody has a problem, please call 207-595-0310 or email d.goodine@allenstownnh.gov.

If the video lags, please call the phone line to listen to the meeting. In the event the public is unable to access the meeting, we will adjourn and reschedule. We will only adjourn if the Zoom conference platform, which is the official platform, fails to work. The meeting may be paused if the video links fail and a quorum of the Budget Committee is needed on the conference call. Please note that all votes taken during the meeting will be by roll call. The meeting will start by taking a roll call attendance. When each member states their presence, please also state whether there is anyone in the room with you during this meeting, which is required under the Right-to-Know law. We will also attempt to capture people remotely attending the meeting.

Chair Klawes called for the Pledge of Allegiance.

Introductions

Present on the Committee: Melaine Boisvert, Vice Chair; Tiffany Ranfos, Keith Klawes, Chair; Bobbie Laflamme, Matt Pitaro, Robin Richards, Secretary; Jeffrey Venegas, Michael Juranty, Debra Carney, Julie Keane, Kris Raymond, School Board Representative; Maureen Higham, Select Board Representative

Absent: Carol Angowski, Jim Rodger

Select Board Members Present: Scott McDonald, Maureen Higham (also ex-officio representative to the Budget Committee); Sandy McKenney

Allenstown Staff: Derik Goodine, Town Administrator; Debbie Bender, Finance Director

Final Review of Budgets

Chair Klawes asked that, for each budget, a motion be offered to recommend, followed by a second. He said it would be helpful if the same two members offered all motions and seconds.

Ms. Boisvert made a motion to recommend the Administration Department budget in the amount of \$1,409,420.00. Mr. Venegas seconded the motion.

Ms. Bender explained that this budget was increased recently due to the addition of a full-time firefighter in the Fire Department budget. Health Insurance was increased by \$5,000.00; Dental insurance by \$4,000.00; and an additional amount of \$4,000.00 is for Life Insurance, Social Security, Medicare, and NHRS. She said that \$15,000.00 must be added to the Fire’s Retirement account as well.

Chair Klawes called for a roll call vote on the motion to recommend the Administration Department budget.

- Matt Pitaro Nay
- Julie Keane Aye
- Bobbie Laflamme Aye
- Robin Richards Aye
- Mike Juranty Aye
- Deb Carney Aye
- Keith Klawes Aye
- Melaine Boisvert Aye
- Maureen Higham Aye
- Tiffany Ranfos Aye
- Jeffrey Venegas Aye
- Kris Raymond Aye

The motion carried (11-1).

Ms. Boisvert made a motion to recommend the Ambulance budget in the amount of \$226,000.00. Mr. Richards seconded the motion.

Chair Klawes called for a roll call vote on the motion to recommend the Ambulance budget.

- Matt Pitaro Nay

Julie Keane Aye
Bobbie Laflamme Aye
Robin Richards Aye
Mike Juranty Aye
Deb Carney Aye
Keith Klawes Aye
Melaine Boisvert Aye
Maureen Higham Aye
Tiffany Ranfos Aye
Jeffrey Venegas Aye
Kris Raymond Aye
The motion carried (11-1).

Ms. Boisvert made a motion to recommend the Finance Department budget in the amount of \$272,270.00. Mr. Richards seconded the motion.

Chair Klawes called for a roll call vote on the motion to recommend the Finance Department budget.

Matt Pitaro Nay
Julie Keane Aye
Bobbie Laflamme Aye
Robin Richards Aye
Mike Juranty Aye
Deb Carney Aye
Keith Klawes Aye
Melaine Boisvert Aye
Maureen Higham Aye
Tiffany Ranfos Aye
Jeffrey Venegas Aye
Kris Raymond Aye
The motion carried (11-1).

Ms. Boisvert made a motion to recommend the Fire Department budget in the amount of \$446,040.00. Mr. Richards seconded the motion.

Ms. Bender stated that the Full-time Salary line has been increased by \$49,000.00 and the Part-time Salary line is down \$27,000.00.

Chair Klawes said he thought they had agreed that the Capital Outlay amount would be \$84,000.00, not \$86,000.00.

Ms. Bender said she would make that adjustment.

Ms. Boisvert made a motion to amended the dollar amount of her motion to \$444,040.00. Mr. Richards seconded the amendment.

Chair Klawes called for a roll call vote on the amended motion to recommend the Fire Department budget.

Matt Pitaro	Nay
Julie Keane	Aye
Bobbie Laflamme	Aye
Robin Richards	Aye
Mike Juranty	Aye
Deb Carney	Aye
Keith Klawes	Aye
Melaine Boisvert	Aye
Maureen Higham	Aye
Tiffany Ranfos	Aye
Jeffrey Venegas	Aye
Kris Raymond	Aye

The motion carried (11-1).

Mr. Juranty made a motion to recommend the Highway Department budget in the amount of \$892,700.00. Mr. Richards seconded the motion.

Mr. Goodine noted that this budget includes Street Lights and Solid Waste.

Chair Klawes called for a roll call vote on the motion to recommend the Highway Department budget.

Matt Pitaro	Nay
Julie Keane	Aye
Bobbie Laflamme	Aye
Robin Richards	Aye
Mike Juranty	Aye
Deb Carney	Aye
Keith Klawes	Aye
Melaine Boisvert	Aye
Maureen Higham	Aye
Tiffany Ranfos	Aye
Jeffrey Venegas	Aye
Kris Raymond	Aye

The motion carried (11-1).

Ms. Boisvert made a motion to recommend the Library budget in the amount of \$58,020.00. Mr. Richards seconded the motion.

Chair Klawes called for a roll call vote on the motion to recommend the Library budget.

Matt Pitaro	Aye
Julie Keane	Aye
Bobbie Laflamme	Aye
Robin Richards	Aye

Mike Juranty Aye
Deb Carney Aye
Keith Klawes Aye
Melaine Boisvert Aye
Maureen Higham Aye
Tiffany Ranfos Aye
Jeffrey Venegas Aye
Kris Raymond Aye

The motion carried unanimously (12-0).

Mr. Juranty made a motion to recommend the Police Department budget in the amount of \$1,040,290.00. Mr. Richards seconded the motion.

Ms. Bender said that, as actual figures came in for 2020, she decided to increase the amounts for Full-time Salaries and Overtime. The previous amount for Full-time Salaries was \$646,000.00 and is increased to \$670,000.00, and for Overtime \$34,000.00 was increased to \$40,000.00. She explained that the challenges of the pandemic affected these lines in 2020 and will continue in 2021. She added that there has been a lot of federal and state reimbursement for the additional costs.

Chair Klawes called for a roll call vote on the motion to recommend the Police Department budget.

Matt Pitaro Nay
Julie Keane Aye
Bobbie Laflamme Aye
Robin Richards Aye
Mike Juranty Aye
Deb Carney Aye
Keith Klawes Aye
Melaine Boisvert Aye
Maureen Higham Aye
Tiffany Ranfos Aye
Jeffrey Venegas Aye
Kris Raymond Aye

The motion carried (11-1).

Mr. Goodine noted that the Police Department has a new hire, replacing an officer who recently resigned.

Ms. Bender stated that they do not yet have DRA approval of these budgets.

Ms. Boisvert made a motion to recommend the School Department budget in the amount of \$11,457,385.00. Mr. Juranty seconded the motion.

Chair Klawes called for a roll call vote on the motion to recommend the School Department budget.

Matt Pitaro Nay
Julie Keane Aye

Bobbie Laflamme Aye
Robin Richards Aye
Mike Juranty Aye
Deb Carney Aye
Keith Klawes Aye
Melaine Boisvert Aye
Maureen Higham Aye
Tiffany Ranfos Aye
Jeffrey Venegas Aye
Kris Raymond Aye
The motion carried (11-1).

Ms. Bender stated that the current municipal portion of the tax rate is \$9.62. With revenues uncertain, she said, they have taken a conservative approach to budgeting and to the use of the Unassigned Fund Balance (UFB). She said that using \$100,000.00 of UFB to lower the tax rate would result in the municipal portion of the tax rate being \$9.92. Using \$200,000.00 would result in the municipal portion being \$9.42.

Chair Klawes said he did not like the idea of playing with the tax rate, given the uncertainties due to COVID going into 2021 and even 2022. He said that taking \$200,000.00 from the UFB to reduce the tax rate and also taking \$245,000.00 to fund the capital reserves is taking too much from the UFB. He said he would like to keep that balance at about \$2,000,000.00.

Ms. Bender stated that they have been very cautious. Expenses have been underspent and revenue has been underestimated. For 2020, she said, they will see a net amount of between \$300,000.00 and \$400,000.00 added to the UFB. Thus, the UFB will be back to about \$2,000,000.00. She said the UFB is for smoothing out the taxes and this is a prudent financial move. She said that they have received a lot of federal and state reimbursements, which should be shared with the taxpayers. It is not irresponsible, she said.

Mr. Goodine dittoed Ms. Bender's comments and said he is comfortable with this approach.

Ms. Boisvert said she understands both sides of this issue, but if there ever was a year to use the UFB, this is the year.

Mr. Pitaro asked for clarification. Is the plan to use \$200,000.00 from the UFB if the voters don't vote for the proposed budget, or are we talking about modifying the warrant article to do something with the \$200,000.00 now?

Chair Klawes said they are trying to keep the tax rate stable.

Ms. Bender stated that the \$200,000.00 will benefit the taxpayers even if they don't vote for the proposed budget.

Chair Klawes next asked for a motion on the Sewer Department budget of \$2,300,422.00, lower than the default budget of \$2,303,938.00.

Ms. Boisvert made a motion to recommend the Sewer Department budget in the amount of \$2,300,422.00. Mr. Juranty seconded the motion.

Chair Klawes called for a roll call vote on the motion to recommend the Sewer Department budget.

Matt Pitaro	Aye
Julie Keane	Aye
Bobbie Laflamme	Aye
Robin Richards	Abstain
Mike Juranty	Aye
Deb Carney	Aye
Keith Klawes	Aye
Melaine Boisvert	Aye
Maureen Higham	Aye
Tiffany Ranfos	Aye
Jeffrey Venegas	Aye
Kris Raymond	Aye

The motion carried (11-0, with one abstention).

Warrant Articles – Proposed Discontinuances

Ms. Bender said that several existing capital reserve funds are not being used and have little or no money in them. Therefore, she is proposing that they be discontinued and any balances deposited in the General Fund. Their discontinuance requires that they be on the ballot in March so that the voters can approve or disapprove of their discontinuance.

Ms. Bender first recommended discontinuing the Equipment Capital Reserve Fund. It was established in 1995 and has a balance of \$1,586.44. Next, she recommended discontinuing the Expendable Trust Fund, established in 2008 and having a balance of \$1,490.00. She next recommended the discontinuance of the Master Plan Capital Reserve Fund, with a balance of \$1.40.

Ms. McKenney said that they must do a Master Plan every ten years, so they should keep that fund.

Mr. Goodine said that might be a good idea. The next Master Plan must be done in 2026, and it will cost about \$15,000.00.

Ms. Bender next suggested discontinuing the Old Allentown Meetinghouse fund, which has a balance of \$1.32.

Ms. McKenney said that the town owns that building and should keep that fund active by placing \$1,000.00 in it.

Ms. Bender said that the Police Safety Equipment fund was established in 1998 and has a zero balance. She said she will check with Chief Stark about whether or not this should be discontinued.

Ms. Bender next presented the Recycling Capital Reserve fund to be considered for discontinuance. It has a zero balance, she said.

Mr. Goodine said they sell metal about every two years when the market is right.

Chair Klawes said that what will happen with Casella is unknown, and he suggested checking with Mr. Pelissier about this fund.

Ms. Bender said this could be a Revolving Fund instead.

Mr. Pitaro asked if the warrant articles recommending discontinuation could include an explanation about how these items are now being funded and inform the voters that these discontinuations are just housekeeping actions.

Ms. Bender said that she asked the DRA about that, and they advised staying with the standard wording.

Mr. Goodine suggested providing that information in the Voters' Guide.

Chair Klawes said that the explanations could be provided at the Public Hearing and the Deliberative Session.

Ms. Bender next suggested discontinuing the Tax Map Capital Reserve Fund, which has a balance of \$400.00. She discussed this with the Assessor and the Town Clerk, and they agreed with discontinuing it.

Mr. Goodine said this information is now provided digitally via the GIS, which is updated every year. The Assessing Department pays \$2,400.00 for this service each year out of its IT budget.

Ms. Ranfos asked if the expenses associated with these funds being discontinued are being moved into operating budgets.

Mr. Goodine said that is the case with some; others are obsolete.

Ms. Bender said they could have been used for one-time purchases and never closed out. She next presented the last fund being recommended for discontinuation, the Solid Waste Vehicle fund, with a zero balance.

Mr. Goodine said this is an example of a fund that is too specific in its purpose. Capital Reserve Funds cannot be too general, nor too specific, per the DRA guidelines.

Proposed Warrant Articles

Chair Klawes said they would next review the proposed warrant articles for Capital Reserve Funds.

Ms. Boisvert made a motion to recommend the Library Capital Reserve Fund warrant article in the amount of \$2,800, which may increase if the Library has more surplus at the end of the year. Mr. Juranty seconded the motion.

Ms. Bender reported a current balance in this fund of \$8,275.00.

Chair Klawes called for a roll call vote on the motion to recommend the Library warrant article.

Matt Pitaro	Aye
Julie Keane	Aye
Bobbie Laflamme	Aye
Robin Richards	Aye
Mike Juranty	Aye
Deb Carney	Aye
Keith Klawes	Aye
Melaine Boisvert	Aye
Maureen Higham	Aye
Tiffany Ranfos	Aye
Jeffrey Venegas	Aye
Kris Raymond	Not present

The motion carried unanimously (11-0).

Ms. Boisvert made a motion to recommend the Public Safety Facilities Capital Reserve Fund warrant article in the amount of \$10,000.00. Mr. Richards seconded the motion.

Ms. Bender reported a current balance in this fund of \$61,672.00.

Chair Klawes called for a roll call vote on the motion to recommend the Public Safety Facilities warrant article.

Matt Pitaro	Aye
Julie Keane	Aye
Bobbie Laflamme	Aye
Robin Richards	Aye
Mike Juranty	Aye
Deb Carney	Aye
Keith Klawes	Aye
Melaine Boisvert	Aye
Maureen Higham	Aye
Tiffany Ranfos	Aye
Jeffrey Venegas	Aye
Kris Raymond	Not present

The motion carried unanimously (11-0).

Ms. Boisvert made a motion to recommend the Street Lights warrant article in the amount of \$6,500.00. Mr. Juranty seconded the motion.

Ms. Bender reported a current balance in this fund of \$19,558.00.

Chair Klawes called for a roll call vote on the motion to recommend the Street Lights warrant article.

Matt Pitaro	Aye
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Julie Keane	Aye
Bobbie Laflamme	Aye
Robin Richards	Aye
Mike Juranty	Aye
Deb Carney	Aye
Keith Klawes	Aye
Melaine Boisvert	Aye
Maureen Higham	Aye
Tiffany Ranfos	Aye
Jeffrey Venegas	Aye
Kris Raymond	Not present

The motion carried unanimously (11-0).

Mr. Pitaro asked how these items would be funded if the warrant articles don't pass. He asked if there is another way these funds get funded.

Chair Klawes said that these capital reserves only get funded via warrant articles, which can be paid using the Unassigned Fund Balance or through taxation.

Ms. Bender said that these funds are meant for bigger project, and are funded this way so that the voters are aware of them. They are not in the operating budget because the warrant articles allow them to be highlighted and provide detail.

Mr. Goodine said that when a new Capital Reserve Fund is established, it must be approved by the voters and must name an agent to expend the funds.

Mr. Juranty made a motion to recommend the Highway Equipment warrant article in the amount of \$15,000.00. Mr. Richards seconded the motion.

Ms. Bender reported a current balance in this fund of \$55,680.00.

Chair Klawes called for a roll call vote on the motion to recommend the Highway Equipment warrant article.

Matt Pitaro	Aye
Julie Keane	Aye
Bobbie Laflamme	Aye
Robin Richards	Aye
Mike Juranty	Aye
Deb Carney	Aye
Keith Klawes	Aye
Melaine Boisvert	Aye
Maureen Higham	Aye
Tiffany Ranfos	Aye
Jeffrey Venegas	Aye
Kris Raymond	Not present

The motion carried unanimously (11-0).

Ms. Boisvert made a motion to recommend the Economic Development warrant article in the amount of \$10,000.00. Mr. Juranty seconded the motion.

Ms. Bender reported a current balance in this fund of \$22,185.00.

Chair Klawes asked for some examples of how these funds are being used and will be used.

Mr. Goodine said that one project being considered is a Community LED sign for posting upcoming events in the town.

Mr. Venegas, a member of the Economic Development Committee, said the funds are used for concerts, movies, banners and welcome signs. For 2021, one project being pursued is signage, picnic tables and grills for the boat launch area.

Chair Klawes called for a roll call vote on the motion to recommend the Economic Development warrant article.

Matt Pitaro	Aye
Julie Keane	Aye
Bobbie Laflamme	Aye
Robin Richards	Aye
Mike Juranty	Aye
Deb Carney	Aye
Keith Klawes	Aye
Melaine Boisvert	Aye
Maureen Higham	Aye
Tiffany Ranfos	Aye
Jeffrey Venegas	Aye
Kris Raymond	Not present

The motion carried unanimously (11-0).

Ms. Boisvert made a motion to recommend the Assessing warrant article in the amount of \$16,800.00. Mr. Juranty seconded the motion.

Ms. Bender reported a current balance in this fund of \$33,736.00. She explained that this fund is used for the revaluation of property which must be done every five years.

Chair Klawes called for a roll call vote on the motion to recommend the Assessing warrant article.

Matt Pitaro	Aye
Julie Keane	Aye
Bobbie Laflamme	Aye
Robin Richards	Aye
Mike Juranty	Aye
Deb Carney	Aye
Keith Klawes	Aye

Melaine Boisvert Aye
Maureen Higham Aye
Tiffany Ranfos Aye
Jeffrey Venegas Aye
Kris Raymond Not present
The motion carried unanimously (11-0).

Mr. Richards made a motion to recommend the Road Repair and Paving warrant article in the amount of \$50,000.00. Mr. Juranty seconded the motion.

Ms. Bender reported a current balance in this fund of \$50,184.00.

Chair Klawes called for a roll call vote on the motion to recommend the Road Repair and Paving warrant article.

Matt Pitaro Aye
Julie Keane Aye
Bobbie Laflamme Aye
Robin Richards Aye
Mike Juranty Aye
Deb Carney Aye
Keith Klawes Aye
Melaine Boisvert Aye
Maureen Higham Aye
Tiffany Ranfos Aye
Jeffrey Venegas Aye
Kris Raymond Not present
The motion carried unanimously (11-0).

Mr. Pitaro made a motion to recommend the Parks & Rec warrant article in the amount of \$10,000.00. Mr. Juranty seconded the motion.

Ms. Bender reported a balance in this fund of \$49,644.00.

Chair Klawes asked who currently runs Parks & Rec.

Mr. Goodine said that the Economic Development Committee is currently doing many activities which would be under the purview of Parks & Rec because there is no committee. He said that Mr. Venegas is interested in serving on Parks & Rec, and two other individuals have expressed an interest. He said that, with a three-member committee, they could work on projects such as a skateboard park and an ice-skating rink. These are projects upon which the EDC has done considerable research. A Parks & Rec committee would also coordinate the use of the athletic fields.

Mr. Venegas said he would like to see a Parks & Rec committee which would work hand-in-hand with the EDC.

Chair Klawes called for a roll call vote on the motion to recommend the Parks & Rec warrant article.

Matt Pitaro	Aye
Julie Keane	Aye
Bobbie Laflamme	Aye
Robin Richards	Aye
Mike Juranty	Aye
Deb Carney	Aye
Keith Klawes	Aye
Melaine Boisvert	Aye
Maureen Higham	Aye
Tiffany Ranfos	Aye
Jeffrey Venegas	Aye
Kris Raymond	Not present

The motion carried unanimously (11-0).

Chair Klawes next presented the Highway Garage warrant article in the amount of \$25,000.00.

Ms. Bender reported a current balance in this fund of \$222,726.00.

Chair Klawes asked about the status of plans for the Highway Garage facility. He said he realized that this project was put on hold when the former Road Agent passed away.

Mr. Goodine stated that, since they were not able to find suitable land for a new facility, his understanding is that they are currently looking at re-skinning and insulating the current building, and constructing another of the same size adjacent to it for vehicles and equipment. They plan to get rid of the mobile home office and create an office in the current building.

Chair Klawes asked how much money they would need to make sure this is done right.

Mr. Goodine responded that he knows they had an estimate of \$50,000.00 for skinning and insulating the existing building. He said he does not have estimates for the rest of the project.

Ms. Ranfos said that if the current building is free-standing, they could begin by getting the work done on that building.

Chair Klawes made a motion to table this item and obtain information from the Road Agent. Mr. Richards seconded the motion.

Matt Pitaro	Aye
Julie Keane	Aye
Bobbie Laflamme	Aye
Robin Richards	Aye
Mike Juranty	Aye
Deb Carney	Aye
Keith Klawes	Aye
Melaine Boisvert	Aye
Maureen Higham	Aye

Tiffany Ranfos Aye
Jeffrey Venegas Aye
Kris Raymond Not present
The motion carried unanimously (11-0).

Chair Klawes introduced the last warrant article, proposing a new article for the purchase of a Fire truck, with the BOS named as the agent to expend.

Ms. McKenney, BOS Chair, stated that the BOS has not discussed this yet.

Ms. Boisvert made a motion to table this item. Mr. Richards seconded the motion.

Matt Pitaro Aye
Julie Keane Aye
Bobbie Laflamme Aye
Robin Richards Aye
Mike Juranty Aye
Deb Carney Aye
Keith Klawes Aye
Melaine Boisvert Aye
Maureen Higham Aye
Tiffany Ranfos Aye
Jeffrey Venegas Aye
Kris Raymond Not present
The motion carried unanimously (11-0).

Chair Klawes announced that the Public Hearing is scheduled for Saturday, January 16, 2021. He said that the Deliberative Session, originally scheduled for February 06, 2021, has been moved to Saturday, January 30, 2021, leaving the February 6th date free in case of inclement weather on January 30th.

Mr. Goodine said that the complete, revised schedule is on the website.

Chair Klawes said that some Budget Committee members have terms expiring in 2021, and they should put their names forward if they wish to run for re-election. He added that new candidates are encouraged to run as well.

Mr. Goodine said that he will contact Ms. Raymond about the date of the Public Hearing and the Deliberate Session. Because of the complexities of planning for a remote Town Meeting process, he would like to suggest that, at the Deliberative Session, a Budget Committee member offer a motion for a blanket vote so that residents joining remotely can speak. Also, if a resident participating remotely wishes to make a motion, a Budget Committee member could make a 'friendly' motion on behalf of the resident.

Chair Klawes said he didn't like that idea.

Mr. Richards made a motion to adjourn at 8:02 pm. Mr. Venegas seconded the motion.

Matt Pitaro	Aye
Julie Keane	Aye
Bobbie Laflamme	Aye
Robin Richards	Aye
Mike Juranty	Aye
Deb Carney	Aye
Keith Klawes	Aye
Melaine Boisvert	Aye
Maureen Higham	Aye
Tiffany Ranfos	Aye
Jeffrey Venegas	Aye
Kris Raymond	Not present

The motion carried unanimously (11-0), and the meeting was adjourned.

SIGNATURE PAGE
MUNICIPAL BUDGET COMMITTEE
DECEMBER 17, 2020

<u>NAME</u>	<u>DATE</u>	<u>SIGNATURE</u>
KEITH KLAWES, CHAIR		
MELAINE BOISVERT, VICE CHAIR		
ROBIN RICHARDS, SECRETARY		
CAROL ANGOWSKI		
TIFFANY RANFOS		
DEBRA CARNEY		
JIM RODGER		
JEFFREY VENEGAS		
MATT PITARO		
JULIE KEANE		
BOBBIE LAFLAMME		
MICHAEL JURANTY		
MAUREEN HIGHAM, SELECT BOARD REP		
KRIS RAYMOND, SCHOOL BOARD REP		