



**Budget-Finance Committee**  
**Meeting Minutes**

May 16, 2024, at 6:30pm

At Broadcast Studio & Via Zoom

**Committee Members Present:** Bob Gosselin, Deanna Lee, Karen Lockwood – Chair, Frank McDermott, Shawn McKillop, Denis Morse

**Committee Members Absent:** none

**Town Staff Present:**

Sue Look, Town Manager  
Charisse Keach, Finance Director  
Nathan White, Public Works Director  
Bruce Tupper, Fire Chief  
Cathy Gosselin, Deputy Treasurer  
Melanie Fernald, Town Clerk

1. **Called meeting to order** at 6:30pm by Chair Lockwood with a quorum present

2. \*Approval of Minutes

- April 11, 2024 Emergency Meeting

**Motion to approve** by Mr. McKillop, seconded by Mr. Morse.  
**Unanimously approved**

3. Budget Workshop

- Review and discuss CIP: [documents provided to the committee at the meeting will be attached to these minutes]

Fire Department – Chief Tupper explained his CIP items, replacement vehicles, rehabbing, ambulance replacement – group savings if we join other towns buying them also, need to buy at the same time for all to receive the discounts. Asked about 2027, 2028 & 2029 predictions – will need to update some vehicles and equipment, including newer cardiac monitors

Comprehensive Plan – Co-Chairs Leavitt & Gonzalez - spoke to some information collected by the Comprehensive Plan Committee so far. Sidewalks and infrastructure, natural resources and growing the economy were the top

issues brought up.

June of next year is when the Town will choose to act on the information being collected now.

Too early to predict financial needs, but the CIP is an opportunity to start setting money up for the enactment of the Comprehensive Plan – cannot say any dollar amounts at this point.

October 2023 survey – Surveys showed that a younger portion of residents are willing to pay more taxes to improve infrastructure.

4. Public Comment - none taken

5. Budget-Finance Committee Comment - none taken

6. Adjournment

**Motion** to adjourn at 7:56PM by Mr. Morse. Seconded by Mr. McKillop.  
**Unanimously approved**

*Respectfully submitted,*

*Melanie Fernald  
Town Clerk*

FIRE CIP

	2023 Actual	FY23 Fund Balance	2024 Budgeted	2024 Actual a/o 12/31/2023	2024 Actual a/o 2/29/2024	Balance	FY 2025 in progress	\$ Increase	% Increase	FY2025	FY 2026	FY
9060 - Fire CIP	\$75,000.00	\$164,801.00	\$75,000.00	\$0.00	\$0.00	\$75,000.00	\$0.00					
Engine 1 (31)											\$1,400,000.00	
Tank 1 (36)											\$650,000.00	
SCBA							\$10,000.00			\$250,000.00		
Radios P25 Public Safety							\$10,000.00					
	\$75,000.00	\$164,801.00	\$75,000.00	\$0.00	\$0.00	\$75,000.00	\$20,000.00	\$0.00	\$0.00	\$250,000.00	\$2,050,000.00	

