

Approved: \_\_\_\_\_  
Approved with changes: \_\_\_\_\_  
Unapproved: \_\_\_\_\_

**Effingham Budget Committee Minutes**  
**68 School Street, Effingham**  
**January 22, 2020**

**Members Present:** Dave Strauss (chair), Leo Racine (vice chair), Theresa Swanick, Jory Augenti, Tim Eldridge, Tom Hart & Chuck Fuller (selectmen's rep),.

**Members Absent:**

**Others Present:** John Meisner (selectman), Mike Cahalane (selectman), Brian Burke (Town Administrator), Deanna Amaral (Town Clerk) & Gwen English Assessing (Clerk).

The meeting was called to order at 4:40 pm.

**Budget training with DRA**

Effingham's Department of Revenue Administration (DRA) Representative Michele Clark provided handouts and gave her presentation on the budget.

Key Points:

- RSA 32:5 budget preparation.
- Basic steps in the Budget process.
- Appropriations.
- Public Hearing.
- Warrants including Special warrants.
- No spending without an appropriation.
- Duties of the Budget Committee.
- 10% limitation.

Questions:

1. On Expendable Trusts and Capital Reserve funds needing the Warrant to be designated as "Special". She detailed a few years ago the law was changed and for transfers in or out of either fund the law requires the warrant to be designated as a Special Warrant.

**Next Meeting Dates**

February 4th at 6:30 pm.

**Adjournment**

**A motion was made by Dave Strauss to adjourn the meeting. The motion was seconded by Tom Hart. The vote was unanimous in favor.**

The meeting adjourned at 5:50 pm.