Budget Advisory Committee

October 14, 2025 – 4:00 PM

562 Winterbrook Rd., Campton, NH 03223

Members in Attendance – Physical Location: Dave Ketcham, Mark Canfield, Denise Aguiló, Denise Bujalski

Members Absent: Billy Mitchell

Other Attendees: Finance Administrator Lisa Magerer, General Manager Helen Chatel, Road & Water Infrastructure Manager Steve Baert, David Spinney, Municipal Assistant Allison Smith

Call to Order: Meeting was called to order by Mr. Canfield (chair) at 4:00 PM.

Mr. Canfield welcomed Ms. Aguiló to her first committee meeting and introduced Mr. Baert.

Highway Department Review

Mr. Baert summarized his biggest accomplishments in 2025, outlined current challenges he is facing, and described his goals for 2026. Horizon's Engineering has started the Road Model contracted for in 2025 and should have a completed plan in early 2026, which will provide guidance to management on future projects. Mr. Baert and Mrs. Magerer proposed eliminating duplicate and unused budget lines and combining similar budget lines to increase recording accuracy. Key takeaways are to examine how new equipment could make staff work more efficient and allow for further improvements in road care.

Water Department Review

To be discussed on 10/28/25.

Approval of Prior Minutes

a. **October 7, 2025**

Mrs. Bujalski made a motion to adopt the October 7, 2025 minutes as written. Mr. Canfield duly seconded. Motion carried by 4:0 roll call vote: Mr. Ketcham – aye, Mr. Canfield – aye, Ms. Aguiló – aye, Mrs. Bujalski – aye.

Public Comment:

Mr. Spinney asked if there were any warrant articles from the 2025 annual meeting that have not yet been fully spent. Mrs. Magerer stated the only one leftover is water intrusion and that there are projects which may be able to be done this year to spend those funds.

Next Meeting: October 21, 2025 @ 5:00 PM

Motion to adjourn by Mr. Ketcham, seconded by Mr. Canfield. Motion carried with a 4:0 roll call vote: Mr. Ketcham – aye, Mr. Canfield – aye, Ms. Aguiló – aye, Ms. Bujalski – aye.

Meeting adjourned at 5:43 PM.

Minutes prepared by Allison Smith