

JOINT WORK SESSION
BOARD OF SELECTMEN & SCHOOL BOARD
6 Holland Street | Moultonborough, NH 03254
August 25, 2026, ~ 6:00 PM

Meeting Minutes

Selectmen Present: Chairman Kevin D. Quinlan; Vice Chairman Charles M. McGee; Selectman Karel A. Crawford; Selectman Christopher P. Shipp; Town Administrator, Angela Bovill; Executive Assistant, Alison Kepple

School Board Present: Chairman Patrick Hart; Vice Chairman, Eric Bernow; Kathy Garry, Lauren Lavoie Sturgeon, Heidi Kremser

SAU 45 Superintendent: Dr. Michael Whaland

Call To Order: Chairman Quinlan call the work session to order at 5:00 PM.

Pledge of Allegiance: The Board recited the Pledge of Allegiance. Chairman Quinlan stated that Selectman James F. Gray was absent with prior notification and Chairman Quinlan welcomed Dr. Michael Whaland as the SAU 45 Superintendent.

Status of Advisory Budget Committee (ABC):

Chairman Quinlan opened discussion on the status of the Advisory Budget Committee (ABC) and reported that the current membership consists of Kathy Garry for the School Board, Chris Shipp for the Select Board, and Joe Adams as a member at large, with two member-at-large seats and one alternate seat vacant. Board members stated that the ABC remains valuable because it provides an independent review of both the town and school budgets and gives the community a broader view of the full tax picture. Patrick Hart and Kathy Garry both supported continuing the committee, while noting that the work is substantial and is most effective when the ABC has a full complement of participating members. Dr. Michael Whalen supported continuing the ABC and endorsed preparing a short follow-up report after the budget cycle showing what recommendations were implemented, deferred, or declined and why. In that discussion, members cited prior ABC ideas involving fuel and energy costs, warrant article structure, and Tamworth students as examples of recommendations that can influence decisions over more than one year.

- Current ABC membership was reported as Kathy Garry, Chris Shipp, and Joe Adams.
- Vacancies remain for two members at large and one alternate member.
- Members discussed the importance of showing ABC participants how recommendations were acted upon after the budget cycle.

Review of ABC Charge & Composition:

Chairman Quinlan read through the existing ABC authority, purpose, membership, orientation, duties, reporting, and evaluation language for review. The boards discussed retaining the committee's authority framework under RSA 91-A while revising several operational sections to better reflect how the ABC actually works. Members discussed whether the Town Finance Director and School Business Administrator should be added as non-voting resources to assist with budget questions and continuity, while also noting that they may not need to attend every meeting if questions can be assembled in advance. The boards reviewed the interview process for new applicants, questioned whether member terms should continue to expire on March 31 or instead

align with the fiscal year with a June 30th date so follow-up work can be completed, and discussed the role of library trustees as part of the town budget review process. Members also revisited the section referencing collective bargaining under RSA 273-A and agreed the ABC should not participate in negotiations and should be removed. Additional discussion addressed the timing of ABC recommendations, the usefulness of receiving school budget data in workable spreadsheet format, the desirability of posting final ABC reports on the town and school websites, and the need for a clear process to address inactive or no-show members and to fill vacancies promptly. The boards agreed that the provision requiring the committee to meet no less than quarterly with the town administrator and superintendent to review financial reports should be removed from the draft. Members discussed clarifying that ABC recommendations on warrant articles are directed to monetary warrant articles. Members agreed additional language is needed to address removal of inactive members and the procedure for filling vacancies, including the role of the alternate member.

Next Steps:

The boards agreed that the immediate next step is to recruit additional ABC members and discussed how to broaden outreach beyond routine postings. Members considered whether the ABC could proceed with only three members if vacancies remain or whether it should be suspended for a year if a full committee cannot be seated. The boards also discussed the benefits of a combined public summary of the town and school budgets so residents can see the overall impact in one place before the annual meetings. Suggestions included a voter guide or one-page summary explaining warrant articles, capital and operating distinctions, and the combined tax impact, potentially prepared collaboratively by the town administrator, superintendent, and finance staff and posted in advance for public review.

- Suggested recruitment methods included town and school website notices, newspaper advertising, signs, and repeated announcements at Select Board meetings.
- Members recommended that recruitment materials clearly state that the ABC reviews both the town and school district budgets.
- The boards discussed creating a combined budget communication tool for residents before annual meeting season.
- Draft a revised ABC Charge and Composition language and distribute to both boards for later action.

Adjourn - meeting was adjourned at 6:50 PM.

MOTION: Selectman Shipp made the motion to adjourn the meeting at 6:50 PM. Seconded by Vice Chairman McGee. Motion passed both boards by consensus.

Written on behalf of the Selectmen by Alison Kepple, Executive Assistant



Approved
Kevin D. Quinlan, Chairman

9/1/2021

Date