

**Hill Budget Committee
Meeting Minutes
November 13, 2018**

Present: Denise Robie, Paul Meyerhoefer, Charlie Estes, Jerry Desrochers, Eric Herr, Bill Wilson, Shelly Henry (School Board), Kristen Cunningham

Absent: Charlie Henry, Patrick McDonough, Tom Seymour

Meeting Business

Charlie Estes called the meeting to order at 7:05pm

Minutes from 10/15/18 mtg. were distributed. Jerry made a motion to accept the minutes as written, Eric seconded, vote was unanimous

Discussion about business conducted via email - subject to Need To Know Law and that info. needed to be made available to the public. It was agreed by all present that email communication would only be used for sending mtg. minutes, cxl. of a mtg., reminder of mtg. dates, distribution of info. to be looked over before an upcoming mtg. No business or scheduling of mtgs. will be conducted via email.

Discussion of Proposed Meeting Schedule

Eric has conflicts w/ 11/26 & 12/3 mtg. dates

November 28th Police / Fire / Water & Sewer

December 6th Parks & Rec / Library / Cemetery

December 12th Town Clerk & Tax Collector / School

December 17th Highway / Selectmen / Review

No mtg. week of Christmas and School Vacation

January 9th Tentative date Public Hearing – School Budget

Paul questioned whether we'll see revenues from the Selectmen before going to public hearings. Charlie Estes responded Yes.

Paul questioned whether the Town Treasurer could come talk w/ us. Charlie Estes felt that request would need to go through the Selectmen.

Review of YTD Budget

4100 – General Government

4130 – Executive

New Equipment - YTD \$4,110 vs. 2018 Budget of \$1,500

Dues - YTD \$0 vs. 2018 Budget of \$1,050

Office Supplies - YTD \$327.26 vs. 2018 & 2019 Budget of \$4,000

Bill questioned whether the \$\$ was spent somewhere else to keep the bottom line.

Administrative Assistant wages - What is the total number of hrs. for \$37,599?

4140 – Town Clerk

Election Expenses increase - \$\$ to be used to purchase a new laptop for Supervisors of the Checklist for national security purposes related to elections

Equipment (New/Upgrades) - encumbered funds for 2018, but won't be reflected until 2018 audit in 2019

Wages (Deputy Town Clerk) - not getting an 11% wage increase, proposed increase of 1½%

4150 – Tax Collector

Equipment (New/Upgrades) - same explanation as Town Clerk

4152 – Revaluation of Property

Charlie Estes questioned whether amount was paid on % of revalues. Jerry was unsure, Shelly thought it was a contracted service

Questions about whether it is a flat fee or is it based on property values increasing or decreasing and the number of pick-ups.

Explanation that pick-ups need to be done each yr. and 20% of the properties in town need to be revalued each yr. so that after 5 yrs. all properties have been revalued.

4153 & 4155 – Legal Expenses & Personnel Admin.

No concerns

4191 – Planning & Zoning

Charlie Estes questioned how the \$10,977.43 in Legal could be justified to Planning & Zoning. He would like to see it go back to the Selectmen.

4194, 4195 & 4196 – General Govt. Bldg., Cemeteries & Insurance

No concerns

4200 – Public Safety

4210 – Police

Special Details - What is the offsetting revenue for \$6,367.50?

4215 – Ambulance

No concerns

4220 – Fire

New Equipment/Replacement - YTD of \$2,410.86 vs. 2018 Budget of \$15,000.

Jerry explained that the Chief might be waiting until mid-December to make sure there weren't any unforeseen expenses/emergencies.

Charlie Estes reminded us that the Fire Dept. had asked for the same amount the yr. before and didn't spend it.

Paul proposed putting the replacement of SCBA packs as a warrant article. If the town votes in the affirmative, it's guaranteed the equipment will get replaced/upgraded and the \$\$ will be spent.

Wages-Fire Dept. - What are the 2 new employees' roles, hrs, and responsibilities?

4290 – Emergency Management

No concerns

4310 – Highways & Streets

4312 – Highways & Streets

Charlie Estes asked if we could get a breakdown of annual wages and a breakdown of reconstruction wages.

Clothing - Denise questioned what the \$2,100 in the 2019 Budget was going to be used for.

Charlie Estes questioned why the total for last yrs. budget as listed in the town report was \$340,293 vs.

\$360,292 listed on the spreadsheet. Jerry mentioned that at last yrs. Town Meeting we tabled the warrant article for grader repair and put that \$\$ into the Highway Dept.'s budget

4320 – Sanitation

4324 – Solid Waste

No concerns

4332 – Water Services

Charlie Estes questioned why the total for last yrs. budget as listed in the town report was \$130,500 vs. \$130,000 listed on the spreadsheet.

4410 – Health

Charlie Estes questioned why the spreadsheet doesn't show that the Health Officer wages have been paid. Shelly said it might be in the Fire Dept.'s budget and hasn't been transferred over yet.

4400 – Welfare

No concerns

4500 – Culture & Recreation

4520 – Parks & Recreation

No concerns

4550 – Library

It was mentioned that we might want to consider proposing privatization of the Library.

Lengthy discussion of what to do with the Library was tabled for the time being.

We would like to see a breakdown of the Library's budget and expenses. If we want this breakdown, we need to get it from the Library Trustees.

It was proposed that we get all the Library Trustees to come to the December 6th mtg.

4583 – Patriotic Purposes

No concerns

4619 – Other Conservation

No concerns

Eric said he would like to see the budget broken down by natural expenses. He feels the general public can relate to/understand the different departments proposed budgets better.

There was discussion about the Emergency Repair & Replacement Fund and how it can be better used to help some of the departments with unforeseen vehicle maintenance costs. Eric suggested that as a Budget Committee we recommend that the amount in it get increased. It currently has a balance of \$10,000.

We would like to have a copy of last yrs. school budget and this yrs. to date so we can review it prior to meeting with them. Shelly will ask Michele to email it.

Meeting was adjourned at 9:55pm

Respectfully submitted,
Kristen Cunningham