

**Hill Budget Committee
Meeting Minutes
December 6, 2018**

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

Absent: Bill Wilson, Patrick McDonough

Public: Andrew Williamson (Police Chief), Mike Brady (Selectman), December Fortin (Parks & Rec), Karen Welch (Parks & Rec), Jill Reise (Parks & Rec), Lisa Seymour (Cemetery Trustee), Steve Rosen (Cemetery Trustee), Sandy Boyce (Library Trustee & Treasurer)

Meeting Business

Charlie Estes called the meeting to order at 7:00pm

Minutes from the 11/28/18 mtg. were distributed. Eric made a motion to accept the amended minutes, Jerry seconded, vote was unanimous

Old Business

Notice of request to dept. heads to appear at December mtgs. has been finalized.

Chief Williamson presented info. from research on improving cell service for the dept. He contacted Ossipee Mtn. Electronics and got a quote of \$685 for installing a booster in the cruiser to improve cell service (no monthly fees). They also provided him with a rough estimate of \$5,000 for a two rm. booster for the bldg. He emailed Verizon about a quote for a cell phone plan for the dept. but hasn't received a response.

Charlie Estes questioned whether he had checked into OBD2 (in car Wi-Fi). Andrew responded No. Charlie indicated that it would run around \$285 with a monthly charge of \$40.

Eric asked whether we might want to check into improving the network system in both the town office bldg. and the school.

Paul asked if Andrew could give us with the wages for each member of the dept. Andrew provided the following figures: Chief=\$20.75/hr.

Part-Timers=currently \$17/hr. but looking to increase to \$20/hr. to attract more applicants to fill the position he previously held

Admin. Secretary=\$14/hr. if proposed raise of \$1.50/hr. is approved

Discussion of 2019 mtg. dates to do final review of each dept.'s. budget, selectman's proposed town budget and school budget and to set public hearings for Town and School Budget. Since a consensus couldn't be reached the discussion was tabled until the 12/12 mtg.

New Business

Parks & Rec - Committee Member December Fortin lead the discussion

She indicated that the YTD Expenses were reflective of \$\$ spent through 12/6.

The proposed budget for 2019 is \$12,920 which is an increase of \$836 from the 2018 budget.

She went over the breakdown of expenses incurred in 2018 which totaled \$3,020. The Parks & Rec Dept. is looking to encumber \$600 from the 2018 budget to purchase a trash can and picnic table for the area around the pond.

She also went over the breakdown of proposed expenses for 2019 which are expected to total \$4,000.

The Parks & Rec. Dept. is hoping to come up with a 5 yr. plan of projects they would like to complete.

Eric asked if the dept. had another \$1,000 what would they spend it on. Karen answered they would spend it on improvements around the pond.

Charlie Estes asked if the school's proposed Community Garden was included in their proposed budget.

December answered Yes. The dept. is working with the school and students on this project.

Charlie Estes questioned if the relationship with TTCC was going well. Jill responded Yes. She said everything was going smoothly and that the relationship was very positive.

Paul asked if the dept. had a count of the # of participants who attended TTCC. December answered No, but said she would get that information for the Budget Committee.

It was mentioned that TTCC is using the town park for practices and once improvements are made they will use it to hold games.

The Parks & Rec. Dept. is looking into the possibility of revitalizing Friends of Hill Parks & Rec to raise \$\$ for capital improvements.

Cemetery - Cemetery Trustee Lisa Seymour led the discussion

Lisa indicated that proposed budget for 2019 is \$5,000. \$3,600 of this budget will be spent to mow and maintain four of the town's cemeteries. This service is currently provided by Circle T Dirt Works and the trustees are very pleased with their work. They mow each of the four cemeteries twice/month even though the contract is only for once/month.

This year's expenses only totaled \$2,882 b/c the tree work the trustees hoped to have done wasn't completed. They will encumber \$2,000 to have this work completed in 2019. The \$800 they encumbered from last yr. to have this work done will go back into the Unreserved Fund Balance.

Lisa expressed concern that with the current budget the trustees can only afford to mow four of the town's eleven cemeteries. They need to rely on the community's help with the maintenance. The Boy Scouts and Girl Scouts have helped with leaf removal in the past.

Charlie Estes asked her for a rough estimate of what it would take to bring the other seven cemeteries up to speed. She responded that it would probably take \$2,000 b/c they didn't need major work, just trimming the saplings that had grown up and regular mowing and maintenance.

Steve Rosen takes care of stone repair in his spare time.

The trustees are also concerned that the town's cemeteries are running out of space.

Library - Treasurer & Library Trustee Sandy Boyce led the discussion

Sandy indicated that the proposed budget for 2019 is level funded and that expenses YTD are close, only \$500 off.

Eric asked what the \$600 for Dues/Fees go towards. Sandy responded the NH Library Trustees Assoc. and The Park Street Foundation. The Park Street Foundation allows the library access to other public libraries- their books and downloadables.

Eric also asked if we looked at other similarly sized libraries' budgets what % went toward new acquisitions. Sandy responded that she didn't know b/c the Hill Library has a relationship with the school and this makes it different than other area towns.

Shelly expressed concern with the 32 hrs. that the library is open. She said that this seems like a lot for a community of our size. She wondered if the same could be done with fewer hrs. Currently the librarian works more hours than all other town employees except the police chief.

Sandy indicated that this number of hrs. was necessary if the library was going to continue to maintain the level of service it has provided the town in the past.

Eric questioned the quality of the current collection of books (many with older copyright dates). He felt that \$1,900 was not sufficient to keep improving the quality of the library's collection. He asked about the possibility of the library going digital.

Charlie Estes asked about volunteers and/or trustees running the library if the paid librarian position were to be eliminated. Sandy didn't think the RSA's would allow that. She stated that the trustees weren't allowed to run the library and volunteers could only work under a librarian.

Paul asked what the library did for fundraising. Sandy indicated that it was done by Friends of the Hill Library. He also asked what the \$\$ they raised was used for. Sandy said she didn't have access to that info.

Mention was made that an Evaluation of Performance for the librarian hadn't been completed for a number of yrs. and that it would be done in 2019.

Paul asked if the trustees had looked into grant funding. Sandy said she had looked into it, but it was well beyond her abilities and time constraints.

Library lending data YTD (through Nov.)= 2,589

Patron visits YTD (through Nov.)=1,700 students, 3,700 adults/members of the community

This averages out to 12 people/day. It was pointed out that these #'s seem high.

Review School Budget for 12/12 Mtg.

Bill, in absentia, wondered if the school has incurred any unexpected expenses this yr.

Line Item 10.1210 (Special Education) - Charlie Estes asked if Range To Date & YTD figures were in any way related to Warrant Article #4 from the 2017 Town Mtg. Jerry answered No and stated that it was the regular budget for Special Education expenses.

Paul asked if encumbrances listed would be spent by the end of the current school yr. in 2019. Shelly answered Yes.

Paul questioned what the \$83,729.03 that was left over from the 2017-2018 budget was used for. He asked if the entire amount was spent on school repairs. It was explained that part of it was used to establish the Tuition Capital Reserve Fund (\$30,000), part was added to the Special Education Capital Reserve Fund (\$7,000), and part was used for soffit work (\$6,000).

Line Item 10.2630 (Grounds Maintenance) Charlie Estes questioned what had caused it to be \$17,589.30 over budget.

Closing Remarks

Charlie Estes reiterated the fact that the Budget Committee still needed to figure out a date for a public hearing for the school budget and a date to discuss/review the town budget. The Budget Committee needs the Selectmen's proposed budget for 2019 before the second can happen.

Jerry reminded everyone that the Budget Committee's mtg. dates need to be posted in three places. In the past this was typically done on the town's website, the place the mtg. was being held and the Post Office.

Jerry brought up the fact that the last day for petitions to be filed with the town is Feb. 5th and the public hearing for the town budget will need to be held after that date (possibly Feb. 7th with Feb. 12th as a snow date).

Jerry will look up RSA 32:5 I&V as it relates to the proposed date for the public hearing on the school budget.

Meeting was adjourned at 9:25pm.

Respectfully submitted,
Kristen Cunningham