

**Hill Budget Committee  
Meeting Minutes  
December 12, 2018**

**Present:** Charlie Estes, Charlie Henry, Shelly Henry (School Board), J Michael Brady (Selectman), Jerry Desrochers, Bill Wilson, Denise Robie, and Eric Herr

**Absent:** Patrick McDonough, Paul Meyerhoefer, Kristen Cunningham

**Public:** Chris Vlitias, December Fortin (School Board), Cathy Viau (School Board), Michele Munson (Superintendent), Brian Connelly (Principal),

**Meeting Business:**

- Charlie Estes called the meeting to order at 7 pm
- Minutes from the December 6th meeting were distributed and approved as presented on a motion by Eric Herr and second by Denise Robie. Bill Wilson abstained.
  - Point of Information: Police budget is based on a 32 hour week for the Chief

**Old Business**

- Discussion of Meeting Dates: Action Item-Charlie Estes to propose calendar for approval.

**New Business**

- Review of the School budget
  - Representing the School Board-Shelly Henry, Chair, and December Fortin, Vice-Chair, SAU Superintendent-Michele Munson, Brian Connelly-Jennie D. Blake Principal, and Cathy Viau-School Board Clerk
  - Detailed review of the School Board's proposed budget by department and account codes.
  - Points of Information presented:
    - Proposed Budget assumes the current enrollment, 60 students, is maintained.
    - Last year 10 students continued their education in the Franklin district. This year there are no Hill students enrolled in Franklin.
    - There is a digital security issue in law that today prohibits elementary school students from doing digital research in the town Library.
    - Proposed budget includes 5% salary increases for 3 teachers. Remaining instructional staff receives 3% increases.
    - Middle and High School tuition budget recommendation reflects Newfound proposed rates and projected changes in student population.
    - "Business-as-Usual" Budget except: (See insert page 23a in the School Board presentation to be corrected and resent.)

- Current Superintendent retires and is replaced by Principal devoting 1/3rd time to Superintendent role.
- Principal's role at the elementary school reduced to 2/3rds time.
- Administrative support is changed to reduce Principal's administrative burden
  - Contracted Business Administrator consulting position added @ \$10k/annum
  - Finance Assistant increases from 7 hours/week to full time, shared 2/3rd's SAU and 1/3rd elementary school.
  - Full-time Administrative Assistant position eliminated.
  - Superintendent to provide revisions to page 23a.
- Unplanned expense this year was for repairing shed damage caused by a bear and roof repairs.
- Note was made of an energy grant this year that funded significant improvement in facilities energy efficiency.
- The Superintendent stressed the long lead time required by school budgeting given the 6 month lag in their fiscal year.
- Discussion prompted by Chris Vlitas question regarding the viability and relative costs of changing the town's educational model, e.g., 100% town funded tuition reimbursement and closing of the elementary school.
- Discussion point raised by Michael Brady on persistent underrun on expenses and whether proposed budgets should better reflect that pattern.
- The Chair closed the session by thanking the school board and administration for the quality and detail of their proposed budget.
- Review of the Town Clerk and Tax Collector Budget
  - Representing the Office of the Town Clerk and Tax Collector-Shelly Henry
  - The proposed budgets were "business-as-usual" with modest salary increases and associated payroll tax changes, the purchase of a new computer for the superintendent of checklists, and lower wages-election officials as the number of elections will drop from 3 to 1.
- Eric Herr provided a note that reported the town's expenses by natural expense categories. A discussion of the adequacy of the town's capital reserves and the advisability of formalizing a centralized operating reserve ensued.
- Meeting Adjourned at 10:20 pm.