

# Minutes, Budget Meeting, January 11th, 2023

Wednesday, January 11, 2023

8:12 AM

## Attendees:

Bill McKinney  
Frank Weber  
John Arico  
Kim Roberge  
Lorri Hayes  
Sean Mamone  
Sheila Sturm  
Tim Berry  
Howard Brown - Selectboard Representative  
Joan Cleary

## Not in Attendance:

George Torres- School Board Representative

## Guests:

Library Trustees and Director: Amy White, Bonnie Angulas, Jane King, Cindy Raspiller

## Agenda:

1. Meeting called to order 6:31 pm
2. Opening public comments- No comments
3. Interview Library Trustees and Director– Library presentation included written presentation. Cindy Raspiller (CR) said the presentation included information from the NH State Library Statistics spreadsheet that is available on their website. The most up to date information contained there is 2021. There are always new questions that they ask. CR presented information regarding the support the Daland trust provides to the library. TB discussed the handbook for Library Trustees. TB discussed if the selectman's budget should include all that it takes to run a library within, so the taxpayers are made aware. CR said that the previous treasurer thought it was easier to keep the information out. CR explained the information is available and audited each year by a separate auditor. CR explained that the library is allowed to spend money not appropriated by the taxpayers if it is in the form of grants and other donations. CR explained that The Daland trust is a private trust that is audited each year. CR explained that The Friends of the Library is a 501(c)(3). All the audited reports for the library are in the selectman's office. Karen Mitchell is the bookkeeper for the library. KR is asking for the actual spending in 2022, Jane King (JK) stated the library trustees are not required to provide the information but in the interest of transparency will provide. SM makes clear it is for the budget committee only. SS says our job is to take the information we receive and make a recommendation, we are advisory. CR explained that all meetings are public and open to everyone. CR said that the minutes from the meetings are available. CR explained

that the Library Trustees oversee the salary and administration for the staff. In 2020, the selectman agreed to increase the hourly wages for staff. CR stated that the library trustees believe that unfortunately, they were very far off from providing a wage that was competitive. CR stated that in 2020, the Library Trustees tried to do the midpoint. CR stated things have changed in the employment market and there have been big increases given in other communities, in addition we have been neglecting wage evaluations for the last 3 years. Inflation has made things difficult as well. CR stated the library trustees are working with the selectman as they asked, and they are presenting this increase at town meeting. CR stated we want to be transparent to the community. CR provided in the presentation an evaluation of at least 18 communities. CR stated the presentation included evaluating a very diverse set of towns. CR explained as with every other employee, they are presenting a 9% COLA as well. The presentation includes a graphic that shows Daland wages are still staying near the middle of the wages in the surrounding area. TB says Mont Vernon pays 100% of employees' health insurance for all employees. Was that taken into consideration. CR says it was not because that information is not available for all towns. JC said she has a list of towns that provide 100% health insurance. The Library Director explained that she makes sure the employees manage the number of hours they work based upon the hours they are assigned. She explained that clearly, she goes over all the time. KR stated that the increased hours by Library Director and increase of pay seem to be supported by graph provided and office hours being worked Mondays. But presentation (ie graph) and explanation still do not seem to support enough in my opinion the increase in hours and pay for the Children's Librarian. Could you please elaborate on that more? Amy White (AW), library trustee and former Children's Library Director, explained that in her role as Children's Library Director she consistently went over her hours and that it is not unusual to do so. She explained that the Library Trustees agreed that the additional hours must be for the library and for no other reason. The Library Director is eligible for health insurance currently and with the 5 additional hours, the position will receive retirement as well. The Children's Library Director will increase 10 hours and will receive health insurance and retirement. KR asked if the library is going to be open more service hours. CR said the plan is to maintain the current hours. The library is open even when the library is closed. TB said the library is wicked efficient. SM asked if this should be a warrant article instead of being buried in the budget. TB explained that it would be a violation of the State RSA and the Library Trustees agreed. KR then asked more questions about the number of hours the library would be open. KR expected a decrease in hours in other positions. The Library Director explained that last year she opened the meeting for 85 zoom meetings and opened the library for 65 meetings in the building. She explained that there were 211 programs in one year. Employees are working but not getting paid. This increase in hours would reflect the actual working hours. The Children's Library Director has an increase in programs and working time outside of the program to prepare for the programs. LH said there should be an understanding that the library is not the only work location. The Library Director explained that each employee works 1 night 3-8 pm. JK explained that last year they requested the Library Director take a strategic planning course online at night. She did it

and they are unsure if it was reflected on her timecard. These additional hours will be clearly reflected on the timecard. CR said that the return on investment for the Library Director and the Children's Library Director in their hours and other benefits is a means to treat individuals fairly and to retain the incredible employees we currently have. CR discussed several current library vacancies in surrounding communities that may be attractive to our current employees. CR said the Library Trustees do not want to lose our current employees. LH asked the Library Trustees if they are planning to submit a warrant article. CR stated they are unsure at this time but will report back soon.

Motion to adjourn by SS seconded by JA and to table remainder of agenda. Budget Committee voted by majority to continue discussion.

4. Review and acceptance of minutes from January 4<sup>th</sup> BM makes a motion and TB seconds, Motion passes with 1 abstention SS.
5. Review of action items:
  1. JA will send out a google drive map for everyone to review. **Done**
  2. JA will invite the Library Trustees to 1/11/23 meeting. **Done**
  3. JA will ask the library to provide additional information like the police department's report including:
    1. An answer to how line item 45050 library appropriations is used with a breakdown of the full accounting from last year **Done**
    2. A wage and benefit breakdown for each employee including the hourly wage, salary, health insurance, and retirement benefits **Done**
    3. A service hours breakdown for each employee including the number of hours they work each week. **KR says we do not have these answers. The majority of the Budget Committee disagreed**
    4. How are hours tracked for each employee? **Done**
    5. JC will invite the fire wards to the 1/18/23 meeting **Done meeting will start at 7 pm**
    6. JA will ask the Cemetery trustees when they expect to begin using the cemetery above the post office **Done Response was 2030-2032**
    7. JA will ask the Heritage Commission if it is intending to also issue a warrant on the ballot this year **Done Commission will seek a warrant article for \$50,000 to match grants received**
    8. JA will ask DPW about line item 431256 to determine if the lane/roadway markings increase will be there each year, is it perpetual or only this year? What streets will receive the lane marking this year? Budget line item 431256: The increase was done to do the white "fog line" on some of our main roads that currently receive a yellow centerline marking now. The ones we are looking to do are not well lit due to a lack of streetlighting and would help with safer nighttime driving and foggy conditions, more importantly. At his point it is a trial for this year, and we may look to continue to do the white line going forward if it is well received by the motoring public. Also, at this point we would look to add the white line to Tater St, Kendall Hill Rd, Brook Rd (Gauvin Rd to

Amherst town line), Wilton Rd, Old Wilton Rd, Francestown Turnpike and Beech Hill Rd,

9. Budget line item 431450: This line item is for paying our part time seasonal employee to mow and maintain the town lawns/properties, such as Town Hall, McCollum Building, Fire Station, Town Green, Ball field, Transfer Station and DPW. The cemetery mowing is covered under 419590. It is also used for tree trimming and removal around town. We have had the need for increased tree trimming and removal of dead trees, removal of trees for increased site distance for safer intersections, etc. Roadside mowing is covered under 431280 which went up because we added at least two weeks of fall mowing (which we found a need for) plus fuel adjustment costs.
10. [bcrosby@montvernonnh.us](mailto:bcrosby@montvernonnh.us) – Will complete soon. Done- see email
11. JA will ask DPW about the ground's maintenance and tree maintenance line item 431450. There was a proposed 12.5% increase this year and it has increased each year, but we do not know the plan for this increase. Can you please tell us the plan as to how the increased funds will be used? The committee noticed that the line has increased in the 2021-2023 budgets by 100%. Are we earmarking more roads to be mowed? Will complete soon. **Done see email**

6. **New business**

1. Reading of ex parte eMail communication into minutes: Bill McKinney **The communications have been printed and attached**
2. Discussion of whether or not we should continue to receive paper copies of budget at our meeting. **Agreement not to receive paper copies any further. The police plan to increase their budget by \$12,546 as a pass through for a grant they received. Line item 421062 will increase.**

Action items:

TB will check with the cemetery trustees for the following information:

1. Can we check with cemetery trustees to describe their participation in developing the RFP for the Cemetery Road? Can you ask them their involvement in the design process?
2. Is the road going to be warrant?
3. What analysis was used to determine that the new cemetery is not necessary until 2030-2032?

Closing public comment period

Next meeting: January 18th, at 7 pm.

Meeting adjournment TB proposed to adjourn meeting, SS seconded. Meeting ended at 8:25 pm.