



# TOWN OF HUDSON

## Budget Committee

• Bob Guessferd, Chairman

Ted Trost, Vice-Chairman



12 School Street · Hudson, New Hampshire 03051 · Tel: 603-886-6000 · Fax: 603-594-6481

### Budget Committee Meeting Minutes June 5, 2019 FINAL

#### A. Call to Order

- Chairman Guessferd called the meeting to order at 7:01 in the Buxton conference room.

#### B. Pledge of Allegiance

- Mr. Weissgarber led the Pledge of Allegiance.

#### C. Attendance

##### Members Present:

- Bob Guessferd, Jim Weaver, Hasan Goode, Alejandro Urrutia, Board of Selectmen Representative Norm Martin, School Board Liaison Diana LaMothe (quorum of 7 is present)

##### Members Not Present:

- Ted Trost, Michael Fedele, Joe Fernald, Shawn Murray (Excused)

##### Staff/Others:

- Finance Director Kathy Carpentier and Selectman Kara Roy

#### D. Public Input

- None

#### E. Acceptance of Minutes

1. May 5, 2019
  - Motion by Mr. Urrutia, second by Mr. Goode. Motion Passes 7-0

#### F. Welcome to Richard Weissgarber

- Mr. Guessferd welcomed Mr. Weissgarber to the Committee.

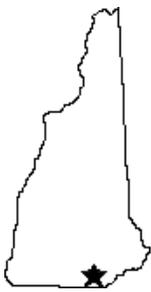
#### G. Reports from Committees

##### Board of Selectmen:

- Mr. Martin reported that the BOS appointed 2 Sergeants to the positions to Lieutenants

##### School Board:

- Mrs. LaMothe answered a few questions that were asked at the last meeting. She reported that \$85,000 was transferred out of health insurance so that the SB could hire a subcontractor for Speech/Language. She also reported that \$20,000 was transferred out of textbooks to focus on buying software as there is a shift toward technology.
- The projected fund balance is now \$946,000. This is primarily based on the based on lower expenditures of \$514,000 and excess revenues of \$132,076



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higher than planned.

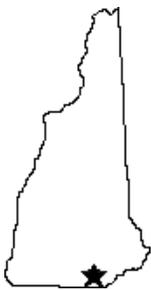
- Mrs. LaMothe reported that the CTE renovation funding still stands at \$15.45million as passed through the House and is in front of the Senate to vote on by the end of June. If the full \$17million is not received the scope of the CTE renovation will be scaled back.

### Capital Improvement Committee

- Mr. Weaver reported that the CIP Committee met on May 13, 2019. The Police Department, the School Board, the Town Administration/Finance Department and the Sustainability Committee presented.
  1. Police Department
    - Station 7,000sqft Expansion – Estimated \$432,000
  2. School Board
    - Alvirne High Tennis Courts - \$200,000
    - Alvirne High Football Field Reno - \$250,000
    - Alvirne High Gym Floor and Bleacher Reno - \$255,000
    - Memorial Partial Roof Replacement - \$250,000
    - Memorial Partial Roof Replacement - \$250,000
    - Memorial Football/Soccer Field Renovation - \$350,000
    - Library St School Partial Roof Replacement - \$250,000
    - H.O. Smith Parking Lot Repaving - \$100,000
    - H.O. Smith Roof Replacement - \$200,000
    - SAU Parking lot Repaving - \$150,000
    - Hills Garrison Partial Roof Replacement - \$250,000
  3. Town Admin/Finance
    - Town Hall Expansion and Renovation - \$964,000
  4. Sustainability Committee
    - Lighting Efficiency Program - \$70,000

### H. By Law Changes/Comments

- Timing of Warrant Article Voting (Proposed Wording to be added to Section VII #10)
  1. Voting on warrant articles will take place at the meeting in which the budget or warrant article is presented in its entirety. Votes will be taken by raised hand and the results announced aloud following the vote. This will allow the public to understand the position of the Budget Committee so the public can decide if they would like to provide input or discussion at future meetings during the budgeting season.
  2. Warrant articles will be re-voted on following the Budget Committee public hearing to allow for input and discussion from the public present to be taken into account. Votes will be taken by raised hand and announced aloud following the vote. This result of this vote will printed on the Sample Ballots that are to be advertised before the deliberative sessions.



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3. Following the final deliberative session, either school or town, the Budget Committee shall convene and re-vote for the final time on all warrant articles that are to appear on the ballots. This may be done on the day of the final deliberative session or on the Monday following the final deliberative session to allow for the official ballots to be printed in a timely manner. This re-vote is to allow for any input or discussion presented at the deliberative session to be taken into account as this is the final time for the public to provide their input. Votes will be taken by raised hand and announced aloud following the vote. This vote will be printed on the official ballots that are advertised before the town vote.
  4. At any official meeting prior to the final vote, a re-vote may be retaken if a motion is made, seconded and passes when the motion is made by the previously prevailing side. A motion to reconsider is not required. No re-votes will be made following the final vote after the deliberative session.
- Email Communication (Proposed wording to be added as a new Section IX moving the current Section IX "Severance" to Section X.
    1. When sending correspondence to the entire Board, blind copy (BBC) all members of the Board. If any member replies to the email, they will not reply to all the other members as it will only go to the original sender and therefore avoid an open communication to the entire Board making the email compliant with RSA 91-A.

### I. Training Topics

- Mr. Guessferd asked Finance Director Kathy Carpentier to schedule a Budgeting 101 training for next year between April 2020 and June 2020.

### J. Budget Committee Email Address

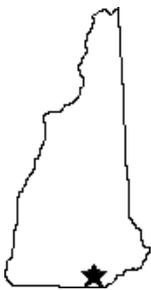
- It was discussed that Town email addresses would not be provided but all members were urged to create a Budget only email address for Committee business.

### K. Identification Badges

- Finance Director Kathy Carpentier informed the Committee that on May 14, 2019 the BOS passed a policy that all non-uniformed employees and elected officials shall wear a name badge with their picture, position and position expiration date.

### L. Upcoming Meeting Schedule

- Wednesday July 3, 2019 Meeting has been **CANCELED**. Motion by Mr. Martin second by Mr. Weaver motion passed 7-0
- Wednesday August 7, 2019 at the Hudson Police Department – 1 Constitution Dr. (Seabury Community Meeting Room) – Tentative 7pm Tour followed by



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the regularly scheduled meeting.

### **M. Other Business/Comments**

- Everyone welcomed Mr. Weissgarber and thanked him for joining the Committee to serve the Town of Hudson

### **N. Adjournment:**

- Motion to adjourn made by Mr. Weaver, second by Mr. Martin. Passed unanimously 7-0. Meeting adjourned at 8:33 P.M.

Prepared by: Jim Weaver, Clerk