

TOWN OF KENSINGTON
BOARD OF SELECTMEN AND
CITIZEN'S ADVISORY BUDGET COMMITTEE MEETING
Kensington Town Hall
95 Amesbury Road
Kensington, NH 03833
MONDAY
OCTOBER 28, 2019
Meeting Minutes-Draft
6:30PM

In Attendance: Vanessa Rozier, Joe Pace, Linda Bennett, Fred Feldman

Joe opened the budget discussion at 6:32pm,

NEW BUSINESS:

•Budget Discussion –2020 Budget

Highway- David Buxton

David presented the Highway department and reasoning to absorb the cost of the road reconstruction. Fred is oriented on the bottom line. His increase the this is the third year and increases in budget typically get voted down. If the budget gets voted down then everything in the budget will go down as well. He believes that having a line item of \$267,000 should be removed to minimize the pressure on the overall budget. Vanessa loved the idea that it is a good idea, but too important to get the entire budget passed. The likelihood of the budget getting adopted with the road reconstruction in it does not seem possible. David is okay with this coming out of the budget. Asphalt is based on fuel, and see what the adjustment can be done next year.

Ditching and shoulder work will be done this year. He takes the line items to go and get bids for it to present to the board. Joe stated that the culverts are overspent, and he would need to underspend another line item to keep within the bottom line.

Joe asked for any other questions within the highway departments budget, Vanessa asked for clarification of the increase to the special detail line item. There is a new chief and his cost to hire a detail officer has gone up and to do the chipping he will need the details. This is outside of the road reconstruction budget. Linda asked if Dave thinks that he needs the details, or if it is someone else that is stating that he needs one. Joe explained that we have a detail policy that states when an officer is needed. Town work has an internal detail fee, and vendors pay another amount.

Library- Susie Gilbert; Heather Ritter, Trustee

Library was next, and they are only increasing one area. They are asking for 3.5% and one for Librarian of 5% and they would like to look at pay scales for the library so that there is something to work off of. Joe explained that they are working for town wide position descriptions and pay scales. They also have to replace a furnace in the addition, there are no quotes and not sure where it would work into the budget. There may be enough funds to pay for the furnace in 2019. Is there another large expenditure for this year so far? Fall is a big time for books and they are certain that they will spend the remaining

amount of this year's budget. The board asked them to get the quote for the furnace. Fred asked if the furnace would be a capital expenditure. This would be covered under the expenses. Fred feels that the library is a great resource and he would like to see a projection plan over the next few years. The library did a strategic plan a couple of years ago and this would include more children's programming and bigger room for events.

Joe stated that there is talk of a working capital improvement plan and that is where those discussion will be had.

Cemetery- Fred Bloomberg; Norman DeBoisbriand

Fred Bloomberg spoke for the Cemetery. He is concerned about a trees and there was one just taken down. With the storms they need to start pruning back branches. There is a branch hanging down over the unitarian church. The fences will need to be painted and they need a new wooden gate. Fred Feldman asked about the underspent budget and he is wondering why they need more if they are underspent for this year. Final clean up and two bills due to lawn maintenance company.

Joe asked if they know what is going on with the perpetual funds. They are trying to get their hands around the funds. Norman DeBoisbriand explained that there are two funds. They have gone to the trustees and asked them if they can use perpetual care for maintenance of the cemetery. Trustees composed a letter and they were going to come to the board and make a presentation to the board and see if they can use some of those funds. Vanessa would like to not see the fund depleted, and asked how it is funded. If a resident pays for perpetual care cemetery maintenance, and every year it has interest. Joe stated that there is a principal amount or the interest. There is a total at the end and that is around \$10,000. Holly McCann explained that there is a report done by the trustees.

Under perpetual care, you can only spend that on the specific site and the other one is for cemetery perpetual care for anyone. The cemetery is looking to use some of the funds out of the one that states it is for general maintenance and perpetual care. The board is hesitant to spend principal and only the interest. The upper cemetery is a town cemetery, and the trees have come over the graves and it will need to be cleaned up. This is town property.

Vanessa asked a what if they reduced the road maintenance and take it from another line item in the budget. Fred asked about projecting expenses to better understand what will be needed for next year, and suggested that process for next years budget. Linda is asking where the money might come from to be able to fund the tree trimming? If there is extra in the road budget tree maintenance and he is not going to spend the money then they could use that money this year for the tree trimming that they know needs to be done.

Town Clerk- Carol Beers-Witherell

Carol explained that the window is open 24 hours weekly with the addition of the new position of deputy/assessing clerk. The salary increase for the town clerk was discussed and it was asked where the rest of the salary is located if the budgeted amount is already spent. The rest of the salary for this year will be within the warrant article that was approved at town meeting last year to allow for the position to be created.

The voter booths were talked about and it was asked if the school could house the voting booths for this year due to there being 4 elections. The possibility of taking out the voting booths out of the budget and doing a separate warrant article was suggested. Vanessa suggest the idea of a grant to be able to purchase voting booths. Joe questioned the warrant articles and is unsure if this amount is too low for a

warrant article. Vanessa would then suggest taking it out for the coming year. Joe would like to hear more from the moderator before taking it out. Fred is asking about federal funding from the government for local elections, and it is unknown if there is at this time. Norman DeBoisbriand stated that the board might have an issue if there is no privacy screen, and Joe agreed, and if those booths are what they want to buy then he is not for those type of booths. The booths were removed from the budget for this meeting, but Joe will follow up with the moderator and find out what the needs of the town are.

Grange Hall- Holly McCann

Holly explained that the budget submitted is for the grange expenses for the year. The detailed submission was accepted by the board and will be contained under the current All Government Buildings account 4194A.

Town Departments- Kathy Felch

There were various departments that were discussed at this time, there were minimal changes made and there is more detailed information needed for the next meeting. Fred asked why the year to date was lower than expected for the Assessing Clerk, and that is due to lower hours reported. There is also a raise according to the Senior Administrative Assistant salary schedule approved last year by the board. The other expenses for the town hall and other buildings were discussed and a detailed list will be provided at the next meeting to tie out the expenses to the request with the Grange funding request included. There was suggested a need to be more detailed in the town buildings and make individual account lines for a more detailed report. As an example, the wages for the landscaping is included in the total and that should be separated out in detail.

Tax Collector- Carlene Wiggins

Carlene had a detailed budget with expenses expected for the next year. There were no changes made to the suggest budget for the Tax Collector and no questions.

The board will meet with the fire and police departments on Wednesday night at 6:30pm.

Meeting adjourned at 9:43pm

Respectfully submitted,

Kathleen T Felch