

Kingston Municipal Budget Committee
Public Meeting
Kingston Fire Station - Meeting Room
October 19, 2022, 6 p.m.

Members in Attendance:

Trish Tidd, Chair
Stacy Dion, Secretary
Claudine Dias
Gary Finerty
Chuck Hart, BOS representative
Nick Hilfer
John Pramberg
Annemarie Roth
Shaw Tilton

Absent Members: Rick Russman, Vice Chair

Other Attendees: Marissa Federico, Recording Secretary

Trish called the meeting to order at 6:01 p.m.

APPROVAL OF MINUTES:

MM&S: Claudine made a motion to approve the minutes as written for the KMBC meeting held on 3/30/22. Seconded by Gary. All in favor.

NEW BUSINESS:

- *Procedure for upcoming meetings:* Future meetings will be held in the Fire Station meeting room.
- *Meeting dates:* Meeting dates have been emailed out. The deliberative session will be on 1/28/23 at 9 a.m.
- *Review of handouts and information to date:* Chuck handed out information regarding the rules for communication among members to ensure the Right to Know Law is not violated. The budget and revenue figures to date were handed out.
- *Review of KMBC by-laws:* The bylaws are available on the town's website for review.
- *Review of impact fees and other revenues available to town:* Members were asked to encourage their respective department heads to utilize impact fees if available to offset their budgets. The revenue sheet was discussed. John asked about payments for the Meals & Room Taxes, and Chuck believes it is paid out at the end of the year. Nick asked about the generation and usage of these taxes, and Chuck explained that the amount given to the town is determined at the state level. Claudine added the calculation is population driven.

- *Review of preliminary budget:* There was a general discussion about the overall total budget increase. ARPA funding is still in effect and can be utilized. Stacy noted that some budgets are not determined yet, and the warrant articles have not been determined. There was a discussion about Highway taking on more landscaping duties in town rather than outside contractors; this will bring more budgetary items into their budget but reduce it in others' budgets. Due to new staffing at town hall, some budgets are still being developed. There was a discussion about the prosecutor, and Chuck stated the new prosecutor also works for other towns in NH; John suggested that it may be beneficial to verify the benefits she obtains from all of her town-related work to ensure there is no duplication. Trish noted that the consistency of heat and electricity rates across budgets needs to be examined. John suggested that the BOS review this and provide recommendations for consistency. Stacy asked if the code enforcement officer will generate income; Chuck noted that he is now taking on the role of building inspector. He explained that there is no charge for him to perform code enforcement property visits, but there is a fee for him to perform building inspection duties. Chuck stated COLA will be a warrant article this year and is not in the budget. Trish asked if COLA for the library will be included in the warrant article or included in their budget; this will be researched. John added that the new library director has a detailed presentation planned. There was a discussion about the missing actual figures for the archivist's work for the Museum budget. Stacy recommended that members discuss unspent funds with their department heads; there are instances where a line item remains unspent in 2022, but the budget for 2023 requests the same funding. Shaw noted there may be errors for Mileage and Meals and Trail Maintenance in the Conservation budget. Stacy noted that having COLA as a warrant article makes budgeting difficult as the true impact is not known when looking at the budget. There is a concern that it will go to a default budget. Chuck explained the state's role in the budgeting process. John noted contracts need to be considered in looking at a default budget. Nick noted that inflation year-over-year is a consideration as well and its effect on the budget. Trish will email out the Excel budget.
- *Contact list:* Trish sent the contact list around to attendees for corrections. Trish will email out the final list.
- *Department assignments:* Trish went over her rationale for assigning departments and read the assignments to attendees. She will email out these assignments.

NEXT MEETING: Wednesday 11/2/22 at 6 p.m.

Gary moved to conclude the meeting, seconded by Claudine at 7:30 p.m.

>>These minutes were voted as final without amendment on 11/2/22<<