

**Kingston Municipal Budget Committee**  
**December 30, 2020 - Town Hall**  
**Also Held Virtually via Videoconference (Zoom)**

**KMBC Members in Attendance:**

Chuck Hart, Chair  
Rick Russman, Vice Chair (attending virtually via Zoom)  
Kim Donahue, Secretary  
Marissa Federico, Recording Secretary  
Gary Finerty (attending virtually via Zoom)  
Heather Hanlon  
James LaValley  
John Pramberg  
Annemarie Roth  
Stanley Shalett  
Kevin St. James, representative from the Board of Selectmen (BOS)

**Absent KMBC Members:** Ray Donald

**Other Parties Present:** None. No members of the public were in attendance.

Chuck called the meeting to order at 6:15 p.m.

**OLD BUSINESS**

**Approval of Minutes**

John moved to approve the minutes from the meeting on 12/2/20. Jim seconded.

**Specific Budget-related Items**

Chuck advised members that the principal and interest for long-term bonds had not been previously included in the budget (4711 and 4721). He provided these figures. These represent payments on loans received from the NH Municipal Bond Bank for the fire station and the dump.

Kevin had some items of note:

- The budget for electricity for the Fire Department (4220-26) should be \$10,500, not \$10,000. The KMBC already reflected this change, but Cindy has not.
- He is also researching Town Inspector Salaries (4240-S1) as he believes it should be \$50,400. He will research this further. This may reflect hiring a code enforcement inspector.
- The Fireworks budget came out of Recreation (4520). Kingston Days has their own account, so the money is now in that account, not the General Fund.
- There is a budget of \$20,000 for Audit (4150-09) which is held in the event of an audit and may not be fully spent.
- The potential salary increase for the Town Treasurer (4150-S5) was reviewed by the BOS, and they do not recommend providing that raise at this time. A deputy treasurer has been appointed.

Chuck also had one item of note: For Mosquito Control (4414-10), the budget is \$34,000, but the bid came back at \$27,000+. Kevin explained the BOS want to keep the budget at \$34,000 since this bid does not cover spraying.

## **NEW BUSINESS**

### **Review of Budget:**

Chuck reviewed the entire budget by category. The following items were further discussed:

- TC/TC (4150): There was a discussion about what percentile town employees are according to the Hampstead Wage Survey. This affects the proposed salary increase of the Town Clerk as well as the Library Director/Library Staff. The Town Clerk was looking for an 8% raise. There was a suggestion that the KMBC should look at this from a percentage aspect rather than an annual salary figure; with the pandemic, funding may be variable, and this should be considered in this discussion. Kevin explained that the BOS do not set the Town Clerk's salary; it must be advocated by the Town Clerk. Chuck will request figures for the past 5 years for reference. The Committee also discussed the current part-time employee being budgeted for full-time as this individual may retire after which a full-time employee will be added. Chuck reminded the Committee that this position was originally budgeted as full time.
- Government Buildings (4194): Kevin advised that a warrant article will be put forth to cover the additional cost of improvements to the fire station's distribution system.
- Cemeteries (4195): Chuck will research the budget for Contracted Services.
- Fire Department (4220): Chuck will talk to Cindy about updating her budget to reflect \$10,500 for Electricity.
- Town inspectors (4240): Kevin to research if part-time salaries should be increased due to hiring a code enforcement inspector.
- Other Highway Streets and Bridges (4319): Kevin explained that although the budget for Class VI roads is not always spent, Rich needs this money for road repair if he cannot find suitable material at other sites in town.
- Sanitation (4323): Kevin stated the existing contract is up in 2 years.
- General Assistance (4442): Kevin and Chuck confirmed that if a specific line item is underbudget, the extra money can be utilized in another capacity if it is approved by the BOS.
- Social Services (4445): SoRock has submitted the warrant to the town.
- Parks & Recreation (4520): Kevin stated he updated Paul Butler about the previous KMBC discussion regarding his budget. Paul did not attend the KMBC meeting where his budget was discussed.
- Library (4550): Chuck updated the Committee that another full-time librarian has left, so they are now down 2 full-time employees. Looking at the requested wage increases, they are looking for an 11.5% increase for full-time employees and 15% for part time. There was a discussion about which library employees are proposed to receive raises in 2021.

**NEXT MEETING:** The next meeting is on Saturday, 1/9/21 at 9 AM in the auditorium at Sanborn High School. This meeting will be run by the KMBC and will have BOS input as well. The meeting will be available via Zoom, and there will be ample space in the auditorium for social distancing for those attending in person. In-person attendees will need to wear masks. Susan is meeting with the IT people at the high school next week to discuss recording the meeting, how to broadcast it effectively through

Zoom, etc. Chuck will find out if Susan is handling the technological aspects during the meeting itself. There was a discussion about how comments received via Zoom are to be handled, possibly through the “raise your hand” feature on Zoom. Chuck added that revenue figures will be available by that time.

Chuck concluded the meeting at 8:10 p.m.

*Prepared by: Marissa Federico*