

# Town of Hudson Budget Committee Meeting Minutes – DRAFT

## Minutes of the June 5, 2024 Meeting

### A. Call to Order

Chairman Cole called the meeting to order in the Buxton Community Development Room at Town Hall at 7:00PM and declared a quorum was present.

### B. Pledge of Allegiance

Chairman Cole led attendees in the Pledge of Allegiance.

### C. Attendance

**Members Present:** Randall Brownrigg, William Cole, James Lawrence, Donna Proctor, Kimberly Rice, Kevin Walsh, Richard Weissgarber, Robert Wherry, Selectman Liaison Heidi Jakoby, School Board Liaison Grace Kennedy. Chairman Cole welcomed the new members.

### Members Excused:

**Members Absent:** Shawn Jasper

### D. Public Input

Chairman Cole opened Public Input at 7:01PM. With no citizen present for input, Chairman Cole declared Public Input closed at 7:01PM.

### E. Acceptance of Minutes

Mr. Wherry moved and Mr. Brownrigg seconded a motion to accept the minutes of the April 3, 2024 meeting as presented. With no discussion, Chairman Cole asked for a voice vote and passed 6-0 with Ms. Rice, Mr. Weissgarber, Ms. Boucher, Ms. Jakoby, Ms. Kennedy abstaining.

### F. Nominations/Appointments:

None presented.

### G. Reports from Liaisons

Board of Selectmen Liaison Jakoby shared:

- Town Planner Hiring status – has been open since November, 2023 and is currently advertised, noting the NRPC has been contracted to provide planning services at the rate of \$72.00 per hour. A general discussion among members ensued with Chairman Cole to provide a copy of the services contract to members for information purposes.
- Assistant Town Administrator Hiring status - has been place on hold due to the retirement of the Town Administrator effective August 30, 2024. Municipal Resources Inc. has been retained to conduct the recruitment search for a Town Administrator under a contract not to exceed \$7,000.00.
- Unexpended Fund Balance status – no update was provided since the previous disclosure of an estimated fund balance of \$9.5 Million two months earlier.
- Fire Dept. Platform Truck/Target “offset” status – reviewed that the truck was ordered May 12, 2024. Committee members engaged in a discussion regarding the Logistics Center development agreement and the need for properly accounting for the \$7.750 Million described in the **Scope and Schedule - Impact Mitigation and Exactions** section of the agreement.
- Ms. Jakoby added that the Board of Selectmen hired an Assistant to the Board of Selectmen,

School Board Liaison Kennedy shared:

- Year End Spending Plan to be provided shortly given the pressing needs of end of year activities; the fire doors at Alvirne High School, HVAC and Allvirne/Checkers renovation, Hallway flooring at Memorial have been awarded contracts.
- Retained Fund Balance – awaiting update on financial through the month of May. Those figures should

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be available at the next School Board meeting scheduled for June 17.

- DEI Overview/Status – no meeting has occurred recently. Chairman Cole expressed the desire to understand the genesis of the program and any/all associated funding and sources of funding if applicable.
- Facilities Study – no update.
- Challenge Day (September 2022) – Chairman Cole expressed the desire to understand the source of funding for the day, recalling an amount of \$14,000.

Mr. Brownrigg questioned regarding grants and federal funds and if each school had their own funds to expend. Chairman Cole requested Mr. Brownrigg to email him with his questions and he would follow-up with a query/request.

### H. Old Business

1. Request for Default Budget(s) status – Vice Chair Lawrence indicated the request for Default Budget calculations would not be received by the requested date. Committee members discussed the need for clarification/consistency by the governing bodies as to how to calculate the default budgets and compliance with statutory requirements. Chairman Cole will request that appropriate representatives from the Town and School District be invited to the August 7 meeting to discuss.
2. SAU81: employees//Student Enrollment 92005-2023) – this will be deferred to the August 7 meeting due to the absence of Mr. Jasper.

### I. New Business

Mr. Weissgarber asked how financial reports provided by the Town and School District were being used by the Committee and requested detail on the Town's "Miscellaneous Revenue - Other" Account 4759 given the excess over plan of some \$207 thousand.

### J. Other Business/Comments

Selectman Liaison Jakoby shared that the assessment study for Town Hall building has been awarded in the amount of \$42,000 to NorthPoint Construction.

Mr. Walsh commented on Town revenues exceeding plan; desire to see a "Finance Corner" in the Town Crier newsletter to inform residents on fiscal year progress. For the School District, comments on 2 policies regarding Annual Budget and Budget Preparation to include 3 previous years of actuals and concern to coordinate timing respective of Budget Committee deadlines; Spend down plan for the Food Service Fund Balance; new grants for Dental Assistant Program and potential for collaboration with NHTI Dental Assisting Program; Alvirne Pizza Oven funding if it qualifies for the Food Service Fund spend down activity.

Ms. Rice and Mr. Weissgarber expressed they are looking forward to working on behalf of taxpayers.

Ms. Boucher expressed desire to understand and have clarity on where funds are expended.

Vice Chair Lawrence and Chairman Cole again welcomed new members and looked forward to working collaboratively.

### K. Next Meeting – August 7, 2024

### L. Adjournment

Motion to adjourn by Mr. Weissgarber, seconded by Ms. Rice. Motion carried on a voice vote 10 – 0. Chairman Cole declared the meeting adjourned at 8:43 PM.

Respectfully Submitted,  
Kevin Walsh  
Clerk

Recorded by HCTV, reference video [Budget Committee Meeting of 06-05-24 \(hudsonctv.com\)](https://www.hudsonctv.com)