

# Town of Hudson Budget Committee Meeting Minutes – DRAFT

## Minutes of the September 4, 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, Donna Boucher, William Cole, James Lawrence, Shawn Jasper, Kimberly Rice, Kevin Walsh, Richard Weissgarber, Robert Wherry, Selectman (BOS) Liaison Heidi Jakoby, School Board Liaison Grace Kennedy.

### D. Public Input

Chairman Cole opened Public Input at 7:01PM. With no citizen present for input, Chairman Cole declared Public Input closed at 7:02PM.

### E. Acceptance of Minutes

Mr. Weissgarber moved and Mr. Brownrigg seconded a motion to accept the minutes of the August 7, 2024 meeting as presented. With no discussion, Chairman Cole asked for a voice vote and passed 6-0 with Mr. Jasper and Ms. Rice abstaining due to being absent from the meeting.

### F. Nominations/Appointments:

None presented.

### G. Reports from Liaisons

(0:02:20) Board of Selectmen Liaison Jakoby shared:

- Town Hall Assessment status – project has started with the firm speaking with staff, touring the building and conducting the assessment. Expect a report by the end of September time frame, offering some potential recommendations regarding accessibility as well as medium and longer-term goals. A copy of the contract was included in the September meeting packet for members' convenience.
- FY 26 Budget Guidance – BOS settled on a 1.5% increase for the Operating Budget proposal for the Board to review. General discussion followed regarding the range of increase BOS considered from 0% to 3%; the need to distinguish requests from outside the Operating Budget and presented as “side bar” to the Operating Budget and how they may be presented to the public, either incorporated into the Operating Budget or as separate Warrant Article(s). Mr. Jasper noted NH State budget guideline for 26-27 budget was to set departmental budgets at the 2022-2023 level. Mr. Brownrigg commented on use of end-of-year fund balance and how those funds are expended by the governing bodies.

(0:24:25) School Board Liaison Kennedy shared:

- Ms. Kennedy remarked about previous requests for information regarding DEI sub-committee of the School Board and time spent by IT in producing multi-language information on the School District's web site. DEI sub-committee was formed in June, 2020 and minutes for Fiscal 2024 were just received and members were not able to review prior to the meeting. DEI action has been tabled due to pending Title IX litigation and proposed policy changes that need to be reviewed/adopted. Members commented on

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the efficacy of DEI in the school district.

- IBAS (Input-Based Accountability System) Report 2024 – self-reporting data submitted to the NH Department of Education and compliance with appropriate RSA 193-E:2-a, 193-E:3-b and associated ED 306 State Regulations for Minimum Standards.. All Hudson schools are in compliance (Note: Library Street School did not submit). Mr. Brownrigg inquired as to how many students were home schooled and attending charter schools. Follow-up with that information with Superintendent.

### (0:48:36) Target Exactions Sub-Committee

Mr. Walsh shared activity to date including meeting with the Town Administrator, email to the Selectman Liaison to Fire Department for input and developing the Target Project Dashboard and Timeline and mapping the exactions to those and associated with either the building permit for the main building and the certificate of occupancy for the main building. Mr. Wherry presented and discussed the timeline model and asked for feedback. Next steps are to focus on the Public Safety Exaction of \$1,050,000 and plan a meeting with the Fire Chief and possibly the Police Chief to discuss this exaction. Mr. Jasper commented that perhaps the Town's Auditor would notice these un-budgeted items and the approval by the town for the items negotiated by the Planning Board and the legality of acceptance of these funds. Ms. Jakoby noted that Target is now the owner of the land and Clayco is the construction company. Hillwood sold to Target. Mr. Lawrence inquired as to those exactions that are multi-year commitments, and Mr. Walsh responded that those are paid on the issuance of the certificate of occupancy and on subsequent anniversary date.

### (1:17:35) H. Old Business

1. Town Administrator hiring status – Ms. Jakoby stated the BOS will conduct a second search via MRI after reviewing 4 candidates. The upper range for Salary has been upped from \$150,000 to \$170,000 given market conditions and attract highly qualified candidates.
2. Town Planner hiring status – Ms. Jakoby indicated the Selection Committee was to interview 2 candidates the coming Friday.
3. SAU81:Employees/Student Enrollment (2005-2023) – deferred to the October 2, 2024 meeting.
4. FY 26 Budget Schedule – Chairman Cole presented the draft schedule for budget deliberations and date for when budget books will be available from the Town by October 30 for the Budget Committee.
5. Request(s) for Information status – information for DEI minutes mentioned earlier by Ms. Kennedy and Challenge Day were received from the Chair of the School Board. Outstanding list of contracts for outside vendors for the Town. Overview of the STEM exaction, coordination/discussion with the Town/School District from the Planning Board and plan to use those funds.

### (1:34:10) I. New Business

School District Business Administrator resignation noted.

Default budget discussion centered on the School District process given the resignation of the Business Administrator.

Mr. Jasper noted process for developing default budgets given the current NH RSA language and his intention to craft a petition warrant article to authorize the Budget Committee rather than the governing bodies to develop the default budget for voter consideration.

### (1:57:03) J. Other Business/Comments

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Mr. Wherry expressed need for procedures for following Default Budget process.

Mr. Walsh noted members attending the NHMA Budget and Finance Workshop scheduled for September 23 and encouraged voters to vote at September 10 State Primary.

Ms. Jakoby noted Mr. Paul Inderbitzen was appointed Town Moderator and appreciated the discussion of the meeting.

Ms. Kennedy committed to providing School District information in a timely fashion.

Ms. Boucher looked forward to attending the Budget and Finance Workshop.

Mr. Weissgarber asked if there was an end-of-year fund balance number for FY25 for the School District. Ms. Kennedy will follow-up.

Ms. Rice looked forward to attending the Budget and Finance Workshop.

Vice-Chair Lawrence wished Ms. Burke all the best and thanks for her service and thanked those serving on the Budget Committee sub-committee(s).

Chairman Cole looked forward to seeing Mr. Malizia back and expressed

**(2:06:19) K. Next Meeting – October 2 ,2024**

**L. Adjournment**

Motion to adjourn by Mr. Weissgarber, seconded by Ms. Rice. Motion carried on a voice vote.

Chairman Cole declared the meeting adjourned at 9:07PM.

Respectfully Submitted,

Kevin Walsh

Clerk

Recorded by HCTV, reference video [Budget Committee Meeting of 09-04-24 \(hudsonctv.com\)](https://www.hudsonctv.com)