

# BUDGET COMMITTEE MEETING MINUTES TOWN OF TROY

Monday, October 26, 2020 6:00 pm

Members Present: Ben Drugg, Adam Hopkins, Richard HKS Thackston

Members Absent: Lisa Stearns, Bert Lang, Richard Thackston

Select Board Present:

Also present Mary Guild-Town Administrator

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Meeting called to order at 6:03pm

Pursuant to RSA 32:15 (VI), having missed 4 consecutive scheduled meetings, Bert Lang's membership on the Troy Budget Committee is ended. B. Drugg will reach out to B. Lang to see if he still has a desire to serve, as we are an elected committee- the committee may appoint members to vacant seats.

Minutes tabled for 9.8.20 meeting.

B. Drugg: Motion to approve 10.19.20 meeting, R. HKS Thackston seconded. Vote: 3-0-0 **MOTION PASSES**

## New Business

### **Cheshire Railroad Depot (4196 accounts)**

Presented by Kim Chaffee and Lynn Smith

Proposing keeping all line items the same as previous year. K. Chaffee will be looking further into line 4196-814 Surveillance System with Chief Ellis including why the Depot receives bills from both Argent and Consolidated. K. Chaffee mentioned a May electricity billing anomaly (3 times normal billing), M. Guild is looking into this as it occurred with other departments as well. Line 4196-500 Labor Contracted covers lawn care etc.

B. Drugg: Motion to tentatively approve \$3,387 Cheshire RR Depot budget, R. HKS Thackston seconded. 3-0-0 **MOTION PASSES**

### **Historical Society (4155 accounts)**

Presented by Kim Chaffee and Lynn Smith

4155-200 Advertising proposing an increase to \$410 as that is actual cost of quarterly advertisements in Monadnock Shopper Newspaper. This advertising leads to more coverage from the Shopper of Historical Society events.

4155-620 Projects/Fees proposing increase to \$300 for additional project expenses.

Proposing a new line for General Supplies and moving their usual annual office supplies dollar amount to general supply line. M. Guild to decide what is best practice on this move- rename office supplies line to general supplies (keeping office supplies subcode) or to create new line within this budget for general supplies (using the normal general supplies subcode). Renaming line makes it easier to look back at historical spending, creating new line keeps subcodes the same across departments.

Historical Society to look into establishing a revolving fund and uses for their checkbook.

B. Drugg: Motion to tentatively approve \$810 Historical Society budget, R. HKS Thackston seconded. 3-0-0 **MOTION PASSES**

### **Kimball Hall (4193 accounts)**

Presented by Kim Chaffee and Lynn Smith

Discussion was had about using budget lines for what truly amount to capital expenses, for instance siding and windows at Kimball Hall.

4193-225 Building Maintenance & Repair K. Chaffee and L. Smith revised the request from \$4,000 down to \$1,000 with the intention to write a Special Warrant Article to address siding and window work to be done.

4193-300 Electricity May 2020 billing being researched

4193-405 Heating Oil new supplier will be providing heating oil with an additive instead of kerosene

4193-590 Property Insurance increased to \$500 due to rates going up

B. Drugg: Motion to tentatively approve \$5,742 Kimball Hall budget, R. HKS Thackston seconded. 3-0-0

#### **MOTION PASSES**

K. Chaffee explained a Special Warrant Article they will be proposing to raise funds to move the "Cobbler's Shop" from South St/Rt 12 to the depot property. The Select Board has voted to accept the shop as a gift from the current owner and the Historical Society is working on getting it stable and moved. B. Drugg asked what will happen to the shop if this is voted down or if the current owners sell their property before we can move it? K. Chaffee will follow up with the Select Board on the particulars as the Historical Society was not involved in the original planning of this and she is unaware of all details.

### **Zoning Board of Adjustment (4192 accounts)**

Curtis Hopkins presenting

Discussion had on proposed land use clerk position to serve both the ZBA and Planning Board. Clerk would take minutes and be responsible for mailings/notices to abutters and applicants. B. Drugg suggested this should be an employee of the town who reports to the Town Administrator and is therefor in the Select Board Office budget. It would be up to the Town Administrator to manage this employee and spread their hours appropriately to serve the needs of the town. M. Guild believes it will be a 30 hour per month position.

4192-102 Zoning Board Clerk, C. Hopkins revised the request down to \$1 from \$2,500 with the intention of the clerk being in the Select Board Office budget as discussed tonight. Leaving \$1 in the line keeps it open in case town is unable to fill the land use clerk position and the ZBA needs to pay someone to serve as clerk.

4192-200 Advertising, increased as ZBA believes the Mill and other projects may come before them this year.

4192-640 Office Supplies, increased as ZBA believes the Mill and other projects may come before them this year.

4192-675 Postage, increased as ZBA believes the Mill and other projects may come before them this year.

4192-774 Social Security, reduced to \$1 with clerk move to Select Board Office.

4192-685 Publication, increased to get updated copy of legally required books for ZBA members as well as town copy. ZBA Chair to manage distribution of books to ensure they are returned.

4192-818 Training, new members this year may require training and reimbursements for travel/meals. M. Guild to create lines for travel and meal reimbursement to match other department subcodes.

4192-985 Workers' Compensation, reduced to \$1 with clerk move to Select Board Office.

B. Drugg: Motion to tentatively approve \$2,253 ZBA budget, A. Hopkins seconded. 3-0-0 **MOTION PASSES**

## **Planning Board (4191 accounts)**

Kyle Smith presenting

Per the discussion with ZBA budget, K. Smith adjusted the request for Planning Board to reflect clerk position changes.

4191-102 Planning Board Clerk reduced to \$1.

4191-200 Advertising increased to \$500 based on Mill and other projects expected.

4191-240 Community Outreach reduced to \$100.

4191-530 Legal Expenses increased to \$1,500 based on expected increase in projects and legal involvement.

4191-675 Postage increased to \$400 based on expected projects.

4191-685 Publications reduced to \$50.

4191-768 Seminars reduced to \$150.

4191-774 Social Security reduced to \$1.

4191-783 Consultant increased to \$2,500 based on expected projects.

4191-821 Travel Reimbursement reduced to \$75.

4191-985 Workers' Compensation reduced to \$1.

B. Drugg: Motion to tentatively approve \$5,428 Planning Board budget, R. HKS Thackston seconded. 3-0-0  
**MOTION PASSES**

### **Select Board Update**

Town Administrator M. Guild has reached out to other municipalities to get hourly wage and job description information to use to build the proposed Troy land use clerk position. M. Guild believes a hiring committee would be appropriate for this position. Departmental budget meetings are proceeding on schedule. BMSI is working on correcting some cross budget year errors in the health insurance and state retirement lines within the Select Board Office budget.

### **Public Comments**

Resident Matt Meacham asked the town to consider if the proposed land use clerk position should be a 1099 contracted position instead of a town employee.

R. HKS Thackston Motion to adjourn at 7:23pm, Seconded by B. Drugg. Vote: 3-0-0 **MOTION PASSES**

Next meeting Monday 11/2 6PM at Gay-Kimball Library, budgets expected: Water Department and Library.

Respectfully submitted,  
Adam Hopkins, Budget Committee Vice-Chair