

Budget Committee Meeting Minutes  
Tuesday October 24, 2023

Present: William Gurney (Chair), Nancy Campbell, Judy Knapp, K Vanderbilt, Susie Vogel, Carole Monroe (Select Board Rep), Sturdy Thomas

Presenters: Don Primrose / Planning Board  
Chris Sprague / Library  
Pam Bator / Library  
Kathy Nichols / Library

Called to order at 7:00 PM. Minutes from October 17 reviewed. One change of spelling from Troutline to Trautwein. Minutes approved as amended. Motion by Judy Knapp and seconded by Sturdy Thomas, all in favor.

**Planning Board**

Don Primrose Chair

01-4191.1-110 Secretary Budget based on 12 months, 12 hours per month at \$20 per hour. They have a secretary in training who has great background and experience with State Water Board where she worked for 21 years.

01-4191.1-390 PB Consultant increased to \$1,000. In the event they do not get the grant for phase 3 of the HOP project, the board wants to not lose what has been done and continue the momentum to finish the review of the Land Use Regulations. A consultant will help with proposing changes and reviewing for RSA compliance.

01-4191.1-391 Newspaper: Anticipate less newspaper usage as the law now allows notice through the Dublin website. However, newspaper postings will continue for public outreach regarding zoning changes.

01-4191.1-550 Printing: \$300 for printing of new manuals. Suggested moving funds from newspaper line to printing. Verbally stated he would like to increase to \$600 in printing in order to get all the manuals up-to-date and uniform at one time.

01-4191.1-610 Supplies: majority for binders for new manuals, note pads and supplies for secretary.

01-4191.1-625 Postage: includes two mailings prior to Town meeting 2024 to encourage participation in meetings to discuss proposed changes to ordinances.

Budget as presented \$1823 over 2023. He will ask to amend to \$7378 to cover the additional \$300 for printing of all manuals, a \$2123 increase over 2023.

Discussion about the work needed to update manuals with research of town meetings and State RSAs.

## **Library**

Chris Sprague Library Chair

Pam Bator Board member

Kathy Nichols Treasurer and Board Member

Presentation on stats and current status of library. Handouts to be included with these notes (3 sheets of paper). Librarian left at the end of August and entire staff one week later. The board is working with a clean slate and hopes to improve/update services. Hours were 27 hrs. a week, this fall they have been 12 hrs. a week. Hoping to have a whole new relaunch with new staff in January 2024. Currently working with part-time workers and volunteer staff. New part-time person is scheduled to start Thursday 10/26/23. The goal is to double the number of card holders for library.

01-4550.1-110 Director salary increased in hopes of finding a qualified Director. 34 hours a week, same as currently, at a higher pay rate. Have not found a Director

01-4550.1-11 Librarian and assistant salaries increased with same hours as last year. Total assistant hours are 46 hrs. a week. Must have two people in the library when the library is open.

01-4550.1-112 Custodian current person hired at \$30 per hour. Negotiating to change this as it was done incorrectly. Currently 7 hrs. a week.

01-4550.1-342 Computer: currently computers are severely outdated, running XP, more than 4-5 years old. Would like to migrate to Town's website but having difficulty getting a quote due to outside issues. Quote will be coming. Looking for grants for computers but may have to do a warrant article for computers.

01-4550.1-389 Consultant: A consultant may be needed to assist until a director is hired and to help to train the new director. This is a new line in the budget.

01-4550.1-410 Electricity: down due to lights replaced with LEDs, expect lower usage with new air filtration system replacing the dehumidifiers now being used.

01-4550.1-490 Repairs and maintenance: Elevator maintenance, water conditioners, fire extinguishers, etc.

01-4550.1-610 Supplies and equipment. 2023 budget is expected to be completely used as they have found past invoices that have not been paid.

01-4550.1-810 Collections including subscriptions

01-4550.4-810 Programs: expanding programs, expect to partner with Dubhub and put in place inter-generational programs

Judy will send out new schedule as Zoning was not present due to the Chair out of town. Also, Administration and Fire/Emergency Management are changing dates.  
Next meeting is at October 31 7PM.

Meeting adjourned on motion by Sturdy