

**Minutes of the
Litchfield Budget Committee Meeting
Held on October 10, 2019**

The Litchfield Budget Committee held a meeting on Thursday, October 10, 2019 at Litchfield Town Hall, 2 Liberty Way, Litchfield, NH 03052.

PRESENT: K Douglas (Chair), A Cutter (Vice Chair), J Bourque, J Martin, N Fordey, B Hodgkins, W Hayes, R Leary (Selectmen's Representative), R Meyers (School Board Representative), T Brown (Town Administrator)

Absent:

1. CALL TO ORDER

Mrs. Douglas called the meeting to order at 7:00 p.m.

● **PLEDGE OF ALLEGIANCE**

2. PUBLIC INPUT

There was no public input.

3. REVIEW / ACCEPTANCE OF MINUTES

● **October 3, 2019**

MOTION: by Mr. Hayes

Move to approve the minutes of October 3, 2019

SECOND: by Mrs. Fordey

VOTE: 8-0-1, with Mr. Cutter abstaining

The motion carried.

4. CORRESPONDENCE

Mrs. Douglas reported that the October 1 enrollment report was received from the district; the Conservation Commission sent a list of properties they are considering.

5. NEW BUSINESS

There was no new business.

6. TOWN BUDGET PRESENTATION

(Note: Budget presentations may not be in the order they were presented.)

Parks and Recreation

Mr. Brown presented the 2020 Proposed Parks and Recreation budget with a bottom line total of \$96,253, which is an increase of \$2,105 over 2019. He indicated there are increases in the following accounts: wages for the custodian, electricity, building repairs/maintenance (exterior

of Talent Hall needs work), equipment repairs/maintenance (snowblower, well pumps, gates, fences, security monitoring), and equipment purchases (new playground equipment). He noted there is a decrease in propane gas (“piggybacking” on the district’s contract).

Mrs. Fordey asked about the amount budgeted for program expenses. She indicated sometimes programs do not run.

Andy Collins, Recreation Department, indicated we like to have the funds to run the programs, but there are no guarantees every program will run. He noted that seed money is needed for Christmas in Litchfield, for which fundraising was done last year.

Mr. Brown indicated a lot of these programs receive outside funds.

Library

Mr. Brown presented the 2020 Proposed Library budget with a bottom line total of \$265,804, which is an increase of \$874 over 2019.

Vicki Varrick, Library Director, highlighted the following increases/decreases in the proposed budget:

- Payroll increased \$1,382 due to merit increases
- Decrease of \$8,375 due to hire of new Children’s Services Librarian
- Increase of \$7,360 for a phased in health insurance buy out for four full time employees
 - Phase in plan over 3 years with 50% in year 1, 25% in year 2, 25% in year 3
 - Average amount \$3,680 or 75% of what town offers in existing MOU
 - Surveyed libraries across NH - average amount offered \$3,750
- Slight increases in electricity, heating oil, mileage/tolls (updated rate)
- Community Programs increase slightly to include a museum pass to the Isabella Stuart Gardner Museum.

Mrs. Douglas asked if the health insurance buyout will be presented on the warrant.

Mrs. Varrick indicated that it is included in the budget.

Mrs. Douglas commented that the Budget Committee removed the health insurance from the budget and to be placed on the warrant. She indicated that she was not aware an MOU existed with the Town for health insurance buyouts. She expressed concern that the Committee made a change that they were not intending to change because of concerns for liability to the Town.

Mrs. Douglas commented the Committee wanted voters to weigh in on that change. She indicated allowing full time benefits for library workers at 32 hours opens similar issues at the Town level.

Mrs. Varrick indicated she does not recall a discussion about health insurance being placed on the warrant.

Mrs. Douglas commented she was surprised to see it in the budget after it was removed last year. She indicated it was spent by the Town.

Mrs. Varrick indicated there was no funding for that in the budget.

Mrs. Douglas asked why the insurance line was overspent at the Town Administration level and the response was because there was a change at the Library level.

Mrs. Varrick clarified that was due to an employee whose husband lost his job and we invoked the MOU for that employee.

Mrs. Douglas commented that she recalls this committee was not in agreement with it. Mrs. Varrick pointed out employees that work 32 hours per week always receive health benefits.

Mr. Cutter commented the way to interpret this is if someone elects not have insurance you are buying them out for the cost of the insurance.

Mrs. Varrick indicated that to be clear we have always been eligible to take town insurance.

Mrs. Douglas disagreed that including it in the budget this way is not transparent and that the discussion should include the voters.

Mr. Cutter commented when we took the tour, we talked about flooring, security and HVAC. He asked where that is addressed in the budget.

Mrs. Varrick indicated the Trustees are looking at other funding sources like the Trust Fund and impact fees.

Donna Ferguson, Trustees Chair, asked if the disagreement with the buyout is because the full time status is based on 32 hours.

Mrs. Douglas commented when the change in the payscale was proposed it went to the voters. She believes this should also go to the voters.

Mrs. Ferguson asked if something like this would be on the warrant for the Town. Mrs. Douglas indicated she will always advocate to put it on a warrant.

Road Agent

Mr. Brown presented the 2020 Proposed Road Agent budget with a bottom line total of \$32,075, which is a decrease of \$4,150 from 2019.

Mr. Brown indicated the Road Agent receives a stipend of \$1,000. He noted that there is a decrease of \$3,000 in Consulting Engineer Services. He reported that design work is required on Brook Road due to drainage issues and on Robyn Avenue because there is no water line up to

that road and there is much deterioration there. With regard to stormwater management, Mr. Brown indicated that 2020 will be the second year into the permit. According to EPA guidelines, we have to collect the stormwater and outlet the water into brooks, streams and rivers with certain requirements to do that. For the next six years, there will be different requirements each year.

Mr. Brown reported that there is a decrease in Propane Gas of \$1,150 due to the contract cost and the last two years of actuals and run rates.

Mr. Cutter commented that the Consulting Engineer Services is an area that is always over funded.

Mr. Brown indicated that it has been, but this year there will be very little money left. He explained that in past years we used to hire an engineer company that would prepare our road repair bids, but there has been much reconstruction work that has been completed. He noted the Select Board approved the last two years will go to a contractor in town that gives us a good price and we no longer pay for bid specs. With regard to stormwater management, Mr. Brown indicated that the Town allocated money for stormwater management, but the permit was never issued due to a political battle over the requirements of the new permit. He noted the Town carried the money every year and did not spend it.

Road Maintenance

Mr. Brown presented the 2020 Proposed Road Maintenance budget with a bottom line total of \$770,241, which is an increase of \$98,342 over 2019.

Mr. Brown explained there have been many changes in the department over the last year. He indicated as of January 1, 2019, the Select Board had a full time Road Agent/Highway Manager. They created a full time equipment operator, but did not ask for money. The full time equipment operator was moved to Road Agent/Highway Manager when the former Road Agent retired; the part time equipment operator was moved to full time. Mr. Brown indicated the Select Board is proposing to maintain the Road Agent/Highway Manager and full time operator, and adding a full time position to be implemented July 1, 2020. The Select Board would like to have two seasonal employees next year.

Mrs. Bourque asked if there has been any thought to putting the proposed full time position and two seasonal employees on a warrant article.

Mr. Brown indicated the Select Board is not proposing these positions for the warrant. He explained last year citizens were very concerned over the minimal staffing of this department and came to the voters to ask for more staffing.

Mrs. Douglas commented she thought that was to improve the position already added. She indicated now there is a proposal to add another position.

Mr. Brown clarified the petition warrant article stated to “implement one of the recommendations from the MRI Report. The study recommended more man-hours for the Litchfield Highway Department. Currently the department does not have proper staffing to provide appropriate safety standards on the job.” The purpose of the article was to provide two full time employee positions to increase staffing. Mr. Brown explained the MRI Report recommended creating two full time positions, one part time custodian and two part time equipment operators. He noted the Select Board is proposing to create one full time position as we have met the recommendation of creating two full time positions. He indicated that if we put this on a warrant article and it fails, you tie the hands of the Select Board to create the position.

Mrs. Bourque asked if the article showed the cost. Mr. Brown indicated no cost was included.

Mrs. Bourque believes the taxpayers were expressing the need for the staffing, but did not understand the impact to the bottom line.

Mr. Brown believes that the people are very smart and know it will cost money to add employees.

Mrs. Douglas commented that a person was already added and absorbed in the budget. She indicated this is just confirming what you did. She agreed the Select Board have the right to create positions, but the voters have the right to vote the budget down and then the Town has a worse problem.

Mr. Brown indicated the voters overwhelmingly supported this article and knew there would be a cost. The Select Board is taking steps to implement the MRI study. He indicated that it has become near impossible to hire snow plowers because less people want to do and we are only doing it on a part time basis. He noted that we saw last year we have to start growing. Mr. Brown indicated the report is to be implemented and the action plan recommends creating a Department of Public Works with a person to oversee the department, cross training highway employees with Solid Waste employees, and grounds work. The study calls for two full time positions, one full time custodian and two part time equipment operators.

Mrs. Douglas asked if this will roll into a larger plan that will result in a cost savings.

Mr. Brown commented it may not save money, but it will enable to Town to move another pot of money and use it more efficiently.

Mrs. Douglas wanted to know what it is going to look like, what the steps are, the end goal and the cost.

Mr. Brown indicated this is meeting a basic need of the department. He commented that three full time positions are needed in the highway department as a bare minimum. He noted this is a clear safety issue. He indicated the petitioners saw there was a need in this town and we are doing what the citizens asked us to do.

Mrs. Bourque commented her only challenge is that the voters supported the article, but there were no numbers associated. She indicated when we asked for a number you said “no means no” and it seems that you are concerned voters will say no once they have the number.

Mr. Brown indicated that the cost will be disclosed to the public as it will be in the operating budget.

Mrs. Douglas commented we know your position and the Budget Committee has the right to remove it.

Mr. Brown continued presenting the proposed Road Maintenance budget. He reported that there are increases in health insurance and cost items associated with salaried. He indicated that the Town received the health insurance rates and the increase is 7.4% or approximately \$36,000; Dental Insurance rate increased 3%.

Contracted services change with every storm and we try to budget for 12 significant storms and 6 lesser storms. The Town has contracted out the plowing of the Town Hall, Police Station and Fire Station to the same contract as the school so our employees can be on the roads. General supplies increased \$2,000 as we do not have a very well stocked department and are trying to focus more on working. Protective Gear and Uniforms needs include vests with proper reflection and identification; Salt Purchases are based on our expectation of 1800 tons. Mr. Brown mentioned that the Town has ordered more salt to get ready for the fall.

Mr. Brown referred to Line Item 730, Highway Block Grant, for which the total at this time is \$205,704. He indicated the Town is guaranteed \$64,000 this year from the State. He is hopeful the Select Board will accept it and earmark it toward road improvements, encumbering it for 2020. He noted there will be another amount coming in 2020 and the State’s recommendation to avoid a spike in taxes is to budget higher and use the funds to offset the increase.

Mr. Cutter asked about sign posts and accessories being over budget. He inquired about a plan.

Kevin Brown, Road Agent, commented it has much to do with plowing, vandalism, and aging of the signs. He mentioned there is a new mandate from the Department of Transportation to move to larger street signs and animal crossing signs.

Police Administration

Mr. Brown presented the 2020 Proposed Police Administration budget with a bottom line total of \$1,830,696, which is an increase of \$97,726 over 2019.

Captain Sargent highlighted the following increases/decreases in the budget:

- An increase of \$3,724 in administration salaries (chief and captain contractual)
- An increase of \$81,283 in officers’ salaries (contractual)
- An increase of \$2,121 in wages for administrative assistant (per performance plan plus longevity)

- An increase of \$10,141 in special officers wages (contractual)
- A decrease of \$13,269 in overtime wages for officers (based on creating a schedule that will reduce 706 hours of overtime - fully staffed and overlapping shifts)
- A decrease of \$10,075 in overtime for the captain's wages (captain will not be covering patrol shifts)
- A decrease of \$10,348 in overtime for training (more accurate representation)
- An increase of \$1,800 in Uniform Allowance (cleaning of uniforms)
- An increase of \$7,000 in Community Detail (more demand for community details, honor guard, school event coverage)
- An increase of \$4,000 in Prosecutor Contracted Services (per contract)
- A decrease of \$1,600 in Pre-Employment Screening
- An increase of \$1,000 in Office Supplies for storage equipment for honor guard uniforms and accessories
- An increase of \$3,000 in Uniforms/Accessories (contractual)

Mr. Cutter skipped ahead and commented the largest decrease is in the Cruisers line item. He asked if it was budgeted properly because it is too low and we have seen an overspend in the budget because of outfitting the cruisers.

- A decrease of \$46,292 in Cruiser Purchase

Captain Sargent explained that a cruiser was totaled this year, which is why the line is overspent. He indicated this number is a good representation of a new vehicle and outfitting. He mentioned that vehicles that are being traded in are resulting in good trade in values.

- An increase of \$13,074 in Equipment Purchases (new bulletproof vests, new police shield, portable radio replacements over the next 3 years)

Mrs. Douglas asked if the portable radio replacements are part of a three year plan.

Captain Sargent explained it is being proposed to replace four radios per year on a three year cycle. He noted many radios are old and cannot be repaired or parts are no longer available.

- An increase of \$10,348 in Seminars and Conventions (PD for Chief, command training).

Mr. Cutter asked for the status on safety glass at the station.

Captain Sargent indicated that he did not have the answer to the questions, but will be discussing long term goals with Chief O'Brion.

Mr. Cutter indicated this is a more imminent matter that needs to be addressed. Captain Sargent offered to speak with Chief O'Brion and provide the update as soon as possible.

Police Support Services

Mr. Brown presented the 2020 Proposed Police Support Services budget with a bottom line total of \$170,621, which is an increase of \$8,560 over 2019.

Captain Sargent indicated that all wages are contractual.

Mr. Cutter commented overtime never seems to be spent.

Captain Sargent indicated dispatchers receive 22 days earned time, which is covered by Hillsborough County, sometimes at no cost.

Mr. Brown explained these employees are part of a union contract and are eligible to accrue days and sell some back to the Town, which comes out of the Capital Reserve fund.

Animal Control

Mr. Brown presented the 2020 Proposed Animal Control budget with a bottom line total of \$67,500, which is unchanged from 2019.

Information Technology

Mr. Brown presented the 2020 Proposed Information Technology budget with a bottom line total of \$180,552, which is an increase of \$64,233 over 2019.

Mr. Brunelle highlighted increases/decreases in the budget:

- Increase of \$7,328 in Telephone/Data (consolidated voice/fax/data at all departments)
- Increase of \$3,225 in Software Support (increased in cost)
- Decrease of \$5,020 in Equipment Maintenance (removal of file storage program; went with a five year program instead)
- Increase of \$58,700 (replacement of computers for Town, PD, FD; replacement of LPD MDT's for cruisers that are up this year and no longer repairable; Town-wide Storage Array replacement; Door Security Phase 2).

Mrs. Douglas asked if we have a five year program for equipment maintenance, can it be leveled over the five years to level fund the budget impact. Mr. Brunelle indicated that is something to think about.

Mrs. Bourque asked if there is a special fund for technology. Mr. Brunelle indicated there is, but would prefer to represent costs in the budget for what it is. He commented if the Select Board finds another way to fund it, that would be fine.

Mr. Cutter commented the rationale makes a lot of sense for the larger increases we have seen. He asked about the impact on the tax cap.

Mr. Brown indicated we can discuss that after all presentations have concluded. He noted that he plans to discuss the inclusion of a Capital Reserve Fund purchase for the Storage Array as an agenda item with the Select Board Chair.

Mr. Brunelle referred to the Door Security project and explained the town hall door security system failed. He indicated that they extended the same security system from the police department to the town hall, which will use key cards and provide more flexibility. He noted there may be other ways to fund it.

Mrs. Douglas commented the budget started at \$85,217 and now we are up \$180,000. She asked if we are going to be spending \$200,000 a year or is this just a major investment and the budget will decrease each year.

Mr. Brunelle commented that every five years there will be a bump as major investments do impact the budget when IT equipment ages out and costs increase.

Mrs. Bourque asked for the balance in the Capital Reserve Fund and the Town's plans for the fund.

Mr. Brunelle indicated that the fund was created last year and there is a looming technology problem, which is communications. He explained the average age of our communications core is 21 years old and those devices are not longer being manufactured or repaired. He commented that the fund was to be used for catastrophic failure. He has been talking with the communications company about a plan, but it will be six months before it is operational. He noted they are looking into grants.

Mrs. Douglas asked about a timeline. Mr. Brunelle indicated he will have to present the findings to the Select Board as this impacts the whole town.

Mr. Cutter indicated he is aware there are discussions of a Capital Improvement Plan and asked if this is something that can be included in that plan or if this is a more immediate need.

Mr. Brown indicated it will be placed on the warrant this year.

Revaluation of Property (Assessing)

Mr. Brown presented the 2020 Proposed Assessing budget with a bottom line total of \$56,697, which is an increase of \$5,945 over 2019. He indicated there has been an increase in the assessing services and the Town will have the money encumbered to put toward this cost.

Legal Expenses

Mr. Brown presented the 2020 Proposed Legal Expenses budget with a bottom line total of \$60,000, which is unchanged from 2019.

Mr. Cutter remarked this account is historically underspent.

Personnel Administration

Mr. Brown presented the 2020 Proposed Personnel Administration budget with a bottom line total of \$669,541, which is an increase of \$19,737 over 2019. This is driven by retirement, medicare, taxes based on wages projected for 2020.

Mr. Cutter asked about the wage expense.

Mr. Brown indicated that increases are performance based for non-union employees. He explained \$15,000 is divided among all non-union employees, which includes payroll taxes.

Mr. Cutter indicated there has not been much activity in this account. Mr. Brown explained when we give a wage increase we do not charge this line, rather we charge the salary lines.

Planning Board

Mr. Brown presented the 2020 Proposed Planning Board budget with a bottom line total of \$44,072, which is an increase of \$980 over 2019. He indicated the increase is for the part time administrative support wages.

Mr. Cutter commented that this looks like an opportunity to shave money from the budget in terms of the NRPC Planner.

Mr. Brown indicated that there have been changes in the leadership of the Planning Board over the last two years and we lost our planner. Now that there is a planner on board, he believes the work will increase this year.

Zoning Board

Mr. Brown presented the 2020 Proposed Zoning Board budget with a bottom line total of \$916, which is an increase of \$320 over 2019. He indicated that public notices have increased as there is more variance activity.

Cemeteries

Mr. Brown presented the 2020 Proposed Street Cemeteries budget with a bottom line total of \$10,500, which is an increase of \$3,017 over 2019. He indicated that the current cost for the mowing and trimming for all three cemeteries is not a fixed contract cost. He commented based on trending, we would like to see the amount set for \$7,000 for all three cemeteries. He noted the spring clean up is a cemetery program where the county prison program would have done this work, but that program is not available and we are using the contractor. General maintenance includes tree removal this year. Mr. Brown mentioned that the Cemetery Trustees have reached out to non-profit groups for spring clean up, but have had no luck.

Mr. Cutter recalled discussion from a recent Select Board meeting with regard to hiring someone in town to manage the properties. He asked if there has been further discussion and if there are any liabilities with hiring someone from town.

Mr. Brown indicated if someone from town were hired, they would be a town employee and eligible for coverage under our insurance policies. He noted there was discussion about creating a full time position in the Highway Department to move forward with groundskeeping of all our properties. He commented the town does not want to make any commitments, but in the Highway department budget there is hiring for field maintenance on the recreation fields. Mr. Brown explained as we start to demonstrate that we can do this and we know how much we are taking on we can take on other properties. He anticipates some good discussion regarding that topic next year.

Mr. Cutter commented the actuals for the last three years has been around \$5,800. He indicated \$7,500 is budgeted, which is a spike. He asked if we can go to bid to get someone less expensive.

Dr. Calawa commented that tree work in the cemeteries has been postponed for the last three years. He noted mowing is alot to keep up with, especially when the grass is wet. He indicated it is less expensive to be preventive.

Mr. Leary commented the Town has been fortunate because the work has been done by volunteers in past years and just recently we started to hire people because it is more difficult to get volunteers.

Dr. Calawa mentioned people are demanding more and more upkeep for the cemeteries.

Town Insurance

Mr. Brown indicated that the Town does not have the information for the 2020 Proposed Town Insurance budget at this time.

Advertising and Regional Associations

Mr. Brown presented the 2020 Proposed Advertising and Regional Associations budget with a bottom line total of \$16,320, which is an increase of \$256 over 2019. He indicated that printing of ballots will increase as there are five elections next year.

Mosquito District

Mr. Brown presented the 2020 Proposed Mosquito District budget with a bottom line total of \$32,150, which is an increase of \$1,000 over 2019. He indicated the increased cost is for one extra barrier spray.

Health Agencies

Mr. Brown presented the 2020 Proposed Health Agencies budget with a bottom line total of \$0. We had warrant article last year so we have that \$25,000 but have not allocated the funds at this time. This will be a warrant article.

- **Tax Cap**

Mr. Brown explained he used 2019 as a baseline to determine the tax cap. He noted there are some revenues the State will set and inform the Town when they set the tax rate. He indicated as of now, basing this on assumption, the estimate is \$30,652 over the tax cap. He cautioned that we still are waiting to receive Workmans' Compensation insurance and Property & Liability insurance rates and there are some items in the budget the Select Board may address. He noted that there are no warrant articles at this time.

Mr. Cutter commented that the Budget Committee will have to reduce the budget by \$100,000.

Mr. Brown disagreed. He commented if we are speaking strictly about the operating budget, he would estimate that the budget would not need to be reduced more than \$50,000.

Mrs. Bourque asked if the warrant articles will be provided by October 24. Mr. Brown indicated they will not be ready at that time as the Select Board does not meet again until October 27.

Mrs. Bourque commented that it is important for the Committee to have the warrant articles otherwise the Committee cannot vote on any articles.

Mrs. Douglas asked Committee members to look through the budget and see what is needed. She indicated if any members have questions, to send them to the Chair to be forwarded to the Town Administrator.

7. **REPORTS**

- **School Business: EOY Financial Report**

Mr. Meyers indicated the end of year financial report is not ready at this time.

- **Enrollment**

Mrs. Flynn provided the October 1 enrollment report to the Budget Committee and indicated there has been no real movement at this time. She informed the Budget Committee, as directed by Dr. Jette, that the SAU is working on enrollment projections, which will be reviewed by the School Board on October 16 and shared with the Budget Committee once the School Board has reviewed them.

- **Special Election Costs**

As directed by Dr. Jette, Mrs. Flynn provided current cost items for the District Special Election, which exclude legal costs at this time. She informed the Committee that Dr. Jette is working on breaking down the legal costs. She indicated at this time the District has expended funds for advertisements, clerical support, Deliberative meeting costs, and ballot costs. which total \$2,436.10.

- **School Tours**

Mrs. Flynn indicated that Dr. Jette would like to schedule the tours of the schools on October 21 and asked for member availability.

Individual members who are able to take the daytime tour will receive a copy of the schedule beginning after 8:30 a.m.

Mrs. Flynn indicated that Dr. Jette offered to schedule a tour in the evening for members who are unable to take the tours during the day.

8. MEMBER INPUT/ NEW BUSINESS

Mr. Hodgkins provided a rebuttal to Mr. Cutter's letter regarding Mr. Hodgkins' behavior on social media. He stated that the Board of Selectmen should not have been involved as they do not have anything to do with the issue. He indicated that he did not sign anything with regard to posting on social media and that he will say what he wants to say. He stated he is not a Budget Committee member when he leaves the meeting room. He believes that Mr. Cutter did not like it when Mr. Hodgkins did not vote in agreement. Mr. Hodgkins stated as a member of the Budget Committee, Mr. Cutter has no power over him and is not his boss. He indicated he did not break any rules and does not owe anyone an explanation when he is commenting or speaking in his own home. He commented there was no need to send letters and publicly shame him.

Mr. Cutter commented that calling him a coward is ridiculous as he was at a commitment that was unavoidable. He stated expressing concern to the Chair through a letter is the proper method. He indicated cyber-bullying online and insults in this room are shameful. He believes Mr. Hodgkins actions are concerns of his objectivity on this committee. He noted Mr. Hodgkins never speaks at these meetings. Mr. Cutter clarified what the Committee talked about was a call to action, or a plan, and not about getting the town to fund all these things. He stated Mr. Hodgkins' message was false. He suggested posting accurately when posting on social media. He commented if Mr. Hodgkins cannot remain objective on this Committee then he has no right to be on the Committee.

Mr. Cutter agrees that Mr. Hodgkins has the right to freedom of speech and thanked him for his service on the Budget Committee. He stated that Mr. Hodgkins was elected to represent the Town of Litchfield and he feels that Mr. Hodgkins is representing himself. He indicated while Mr. Hodgkins cannot be removed there are other options. He suggested if there are concerns about cost to speak up.

Mr. Hodgkins stated if you do not like my votes that is too bad.

Mrs. Douglas ended the discussion. She suggested the Budget Committee consider updating the bylaws to reflect posting on social media. She indicated that it will be considered when things are less emotionally charged. She stated she personally welcomes respectful and engaging discussion and respects others' views. She encourages all members to bring their views to the table and asked that we speak in respectful tones regardless of representing the committee or not. She suggested Committee members hold themselves to a higher standard.

9. PUBLIC INPUT

There was no public input.

10. ADJOURN

MOTION: by Mr. Cutter

Move to adjourn the meeting.

SECOND: by Mrs. Bourque

VOTE: 9-0-0

The motion carried.

Next meeting: October 24, 2019

The meeting was adjourned at 9:55 p.m.

Recorded by: Michele E. Flynn, Recording Secretary

Approved: