

**MINUTES OF MEETING  
MUNICIPAL BUDGET COMMITTEE  
February 3, 2016**

A meeting of the Municipal Budget Committee was called to order at 6:34 PM in the Professional Development Room at Kennett Middle School with the following members present: Chairman Joe Mosca, Vice Chair Danielle Santuccio, Doug Swett, Pat Swett, Peter Donohoe, Mark Hounsell, Jim LeFebvre, John Colbath, Terry McCarthy, Dick Klement, John Edgerton, Pat Kittle (arriving at 6:40 PM), Frank McCarthy, Bill Marvel and Bill Masters. Absent: Christopher DeVries. Also present: Iris Bowden, Recording Secretary; Mary Seavey, Selectman; Jackie Sparks, Children Unlimited, Inc.; Jane MacKay, Northern Human Services; Lisa Hinckley, Community Contact Manager for Tri-County Community Action; Patricia McMurry, Executive Director for White Mountain Community Health Center; Ryan Sommer, Executive Director for North Conway Community Center; George Cleveland, Executive Director for the Gibson Center for Senior Services, Inc.; Denise Leighton, Administrator of Vaughan Community Service, Inc.; Denise Leighton, Administrator of Vaughan Community Service, Inc., and Heather Ouellette, Day Care Director; Melissa Couture, Executive Director of Starting Point; and Beverly Raymond, Transportation Director of Tri-County Community Action Program, Inc. - Blue Loon Bus.

Terry McCarthy led those present in the Pledge of Allegiance.

Chairman Mosca stated this joint meeting is to review non-profit budget requests and everyone has 10 minutes. For those of you that are here, most everybody's been before us, before the Board's previously. We know who most of you are, but if you would come up, state your name(s), give a really brief description, we'll go through it fast. We don't need long drawn out descriptions of who everyone is. When your 10 minutes is up, you're going to go to the end of the line if you're not done. Everybody has 10 minutes. We have a schedule, we're going to stick to it and he thought that was only fair.

John Colbath stated he had two things: they need to speak up because the acoustics in this room are not good. John Edgerton asked where are the School mikes, why haven't they been put out. Mark Hounsell stated they weren't put out because they weren't used the last time. Chairman Mosca stated please speak up because we have an air conditioner or something or some type of venting system behind us, so if you speak up and enunciate, we would appreciate it greatly.

John Colbath stated the second is he would like to have Chairman Mosca review for him the Point of Order if a member is involved with one of these organizations, what would the Chairman like the member to do if the member is sitting at this table. Chairman stated if you're involved with one of the organizations, if you're on the Board of Directors or such, he didn't think there was a conflict. He thought the member should state that they sit on the Board, say your piece and when it comes time to vote, the

member can do whatever he/she wants to do. He thought that was appropriate on that issue.

CHILDREN UNLIMITED, INC.

Jackie Sparks, Executive Director of Children Unlimited, Inc. made the presentation and request to the Committee for \$14,000.00, an increase of \$1,000.00 from last year. Ms. Sparks also introduced Joanne Kelly as her compadre, driver, co-founder and Speech Pathologist. Ms. Sparks stated she appreciated having the Committee accommodate her early presentation due to only two weeks today she had a knee replacement and so she is creeping around here.

Ms. Sparks stated Children Unlimited is a non-profit organization and they have several Programs within it, but the only Program that they come to the Town for is known in every other part of the country as Early Intervention, but in New Hampshire it's called Family Centered Early Supports and Services. It is a birth to 3 Program for children who have developmental delays, diagnosed conditions and multiple risk factors. You can't have just one risk factor, you have to have multiple risk factors.

Ms. Sparks stated come July 1<sup>st</sup> this will be their 30<sup>th</sup> year of providing services here in the Town of Conway. They serve children from the 9 towns in Greater Mount Washington Valley and, as the members know, they apply to each town of those 9 towns for funding and, based on numbers, it's pretty symmetrical as far as what the funding goes.

Ms. Sparks stated most of their children that come, 59% are from Conway and 41% from the other towns combined. Their fiscal year goes from July 1<sup>st</sup> to June 30<sup>th</sup> and they are audited by an independent audit company out of Portland, Maine.

Ms. Sparks stated they have not provided any raises for probably 3 or even 4 years and they reduced their benefits package, a small package that they have that not everyone engages in their insurance, but they went with the Affordable Care Act and saved a tremendous amount of money doing that. That's how they are trying to keep their funds down.

Ms. Sparks stated they served a total of 83 children this year and 49 of them lived in Conway. Members will see a cost per child of \$2,950.00 and it actually costs them more than that, and she has reflected that in year's past, but this year the State told them that this was the amount of money that could be spent on any child. After that, there is no ability to bill actually or whatever. Unfortunately, as she mentioned before, this Program all over the State is primarily funded by State Medicaid with a very teeny amount of State funding. They are able to bill private insurance companies, but there aren't a lot of families that have private insurance. It has helped with the Affordable Care Act, but a lot of them don't have a clause in there for development disability or developmental issues. She knows that some time they've billed one hundred and some odd dollars and gotten \$18.00. She thought that once they received \$.13, no fooling, that's real.

Ms. Sparks stated they are really in need of helping to support these children that are underinsured or uninsured and she knows that for some of the members that have been here for a long time along with her, she told the members about the concern about what was going to happen to Medicaid in the near future. Well, the near future happened this year. Less than a week ago she was informed that they may no longer bill any of their children with Medicaid this year, that they have reached their cap. Every Program was given a cap and they've reached it.

Ms. Sparks stated part of the reason is because they are having so many referrals. The new issue with addiction in the Valley and some of these children being born addicted and then coming out of the hospitals and then coming and needing early intervention has certainly been a spirited referral process. So they are no longer from now until June 30<sup>th</sup> able to bill any more Medicaid. They have a small amount of State funds and they can try to bill some of the insurances, but as she said, those are complicated.

Ms. Sparks stated she was in the process of writing Grants. She has gotten one Grant to help support some of the children who have some addiction issues and that will help supplement. She comes to the Town and this Committee and has always been so appreciative of what the Committee has done for them and how the Committee has supported them, both fiscally and through the community and through just your support, your personal support. Ms. Sparks stated she didn't know how to thank the Committee and that she was open to any questions that the members may have.

John Colbath asked on the Fact Sheet, #5, is that a typo. Ms. Sparks stated that yes, that was a typo and it should be Conway and that is the correct number for Conway.

Mark Hounsell stated he had no particular problem with this at this time, but the ages you are talking, 0 to 3, doesn't the School pick them up after 3. Ms. Sparks stated yes, after age 3. Mark stated so the age you are actually talking about is 0 to 3. Ms. Sparks stated it is literally birth to 3 years old, 36 months. Mark stated so it's the earliest intervention after birth. Ms. Sparks stated they have to start the process of referring the children to the School at 3 to 6 months ahead of time. They have all the same kinds of timelines that the School system has as far as 30 days for this, 45 days for that. They make all of those deadlines and we're actually one of the Programs in the State that does makes those correct and timely transferances to the Preschool and that's if they need to go on to Preschool. Some of their kids graduate and just go on to a regular Day Care or Preschool.

Dick Klement stated given that you commented that Medicaid was a problem, do you still feel that you are going to get \$203,000.00 in Revenue on Medicaid. Ms. Sparks stated she thought that they were probably not going to get that much and so that's what they are going to have to make up through Grants and hopefully some very, very comprehensive work with insurance companies. They do hold fundraisers as you know.

Jim LeFebvre stated you just mentioned that you did fundraising, but you didn't discuss it in any detail. Could you explain a little bit about it, how successful it's been, that sort of thing. Ms. Sparks stated they have one major fundraiser, the others are like things like Tupperware and candy or whatever within the building. Some of the classrooms earn money for their own classroom to buy different toys or to buy supplies. Their major fundraiser is in November and it's 6 or 7 years old. It is held at HorseFeathers and they have a Silent Auction, a Live Auction and a Ticket Auction. This year she thought they raised \$11,800.00 and that's the most that they have ever raised. It has been between \$10,000.00 and now \$11,800.00.

Jim LeFebvre stated just looking at the first page of your Information Package, you're asking for \$14,000.00 from the Town in addition to an abatement of \$18,600.00; that's a \$32,000.00 plus total thing coming out of Conway. We recognize that we have approximately 62% of your clientele based on your numbers, 49 out of 83. Would you care to comment on that at all. Ms. Sparks stated they always take the tax abatement into consideration and she has talked about this before. She thought if you look at the numbers, based on the number of children that they see, at a lower rate than what it actually costs by at least \$300.00, you would come up to they are offering services for \$144,550.00 and that certainly goes over the abatement and amount of money that they are asking for. They do appreciate that terribly and they do take that into consideration, absolutely. Jim thanked Ms. Sparks for bringing that forward for the Board and the rest of the audience.

Bill Marvel stated he noticed that the contribution you're asking for from Conway has gone up about 16% in the last couple of years, while your Budget has remained flat and it doesn't look like you're increasing your request from the other towns. He didn't have a history of their proportionate of Conway clients. Is there some proportional increase to justify that. Ms. Sparks stated they have asked for increases in other towns. Bill stated that isn't reflected in the Budget; it's \$18,500.00 every year since 2014 or is he looking at the wrong line. Ms. Sparks stated that isn't correct. They went up on 7 of the towns and 2 of them they didn't because they had no children from there, but they were billed what they had been billed before, but they didn't have any children that were sent to us so they remained the same. All of the other 7 towns were increased. She was sorry for any confusion.

Chairman Mosca asked if the Committee could get an updated sheet with the correct numbers. Ms. Sparks stated yes.

Chairman Mosca asked if there were any further questions or comments concerning Children Unlimited, Inc. There being none, Chairman thanked Ms. Sparks for her presentation and for coming in.

#### NORTHERN HUMAN SERVICES

Jane MacKay, Area Director for Northern Human Services, made a presentation and request to the Committee for \$10,115.00, the same request as last year.

Mrs. MacKay stated she covers Carroll County as well as up in the Littleton area. This is her third year presenting to this Committee and hopefully some of the members recognize her. Mrs. MacKay stated she wasn't going to repeat everything in the packet because she's assuming the members have read it, she was sure the members had, but feel free obviously to ask her any questions.

Mrs. MacKay stated she did want to highlight three things. One thing she wanted to highlight was the fact that they are truly the safety net provider for mental health services in the community. They are the only place that provides 24/7 emergency services. Really she feels that even if they didn't see a single Conway resident, and they saw 291, the ability of a community to respond when there's a mental health crisis and often it's combined mental health/substance abuse crisis, not always, but often. That ability to get somebody on the phone at 2:00 AM on a Saturday morning or a Sunday morning or if it's Monday at 2:00 PM, it's the same thing. They always have someone, a Master's level licensed clinician on call; they always have a Board Certified Psychiatrist backing that person up; and believe her, when you're seeing often a very complex complicated messy situation, sometimes involving law enforcement, often involving very distraught families, you want somebody good, trained and competent available to respond. She thought that was really important. They lose a huge amount of money on that service. Obviously when people are seen in crisis many times they are not insured; even if they are, there can be a big issue with billing that insurance and getting that information from the person who is in distress.

Mrs. MacKay stated the second thing she wanted to say was, and she thought the members knew this but it bears repeating, of course they are not asking for funding for people that they can bill for and with people that have very serious life long chronic mental illness, they are able to bill Medicaid, assuming they have Medicaid and many of them do because it's a very debilitating life long condition. They receive nothing from State or Federal Governments for the population they are asking the Town to support. That's everybody else, i.e. your family members, your friends, your neighbors and particularly low income people in the community who sadly are probably at a higher risk and unless they have a biologic long term repeated hospitalization kind of mental illness, nobody is supporting them getting treatment except you guys and that's why they need the Town's money so bad.

Mrs. MacKay stated the third thing she would say is just that they are seeing a lot of complicated scenarios especially with children these days. In the last 2 years she would say the type of situation that they see is changing all the time. They see a lot of the famous opiate crisis; they see a lot of addicted parents; they see a lot of kids with multiple, multiple problems. Again, these kids are not supported by anybody, so even if you didn't have a human compassion bone in your body, and she was sure all the members had plenty of those, but it keeps the community intact and safe.

Chairman Mosca advised Mrs. MacKay that she had 5 minutes left. Mrs. MacKay stated she was done. Chairman stated okay, the more you talk, the less time you have to answer the members' questions or you're going to the end, so he's just giving the 5 minute warning so that she would know.

Mark Hounsell stated on their form, and he thought this was the best one he's seen from your Agency so far. Mrs. MacKay stated we're getting better and Mark agreed with her. Mark stated on the page headed "Northern Human Services - Uninsured Outpatient Program", when he looks at Revenues, he sees Other Public Support. Is that where they plug in the \$10,115.00 request; is it in that line. Mrs. MacKay stated yes, it is and she was just looking at it right now. That's all of the towns. Mark stated so that's \$47,000.00. Mrs. MacKay stated yes. Mark stated so you're asking Conway for 22%. Mrs. MacKay stated actually there's a little money in there that isn't from the towns because they get a little bit of additional money from a couple of small sources. So the total amount they receive from all towns is \$45,440.00.

Mark Hounsell stated so that is all you get from all of the towns for the Uninsured Outpatient Program, correct. Mrs. MacKay agreed. Mark stated you are asking Conway for about 20%. Mrs. MacKay stated 27%. Mark asked if Conway provides 27%. Mrs. MacKay stated yes; she means Conway is hugely over represented, which it should be, because their office is here and Conway is the largest town. Mark stated he guessed his question is just this: does 27% or more of the outpatients come from Conway are uninsured outpatients. Mrs. MacKay stated yes. Mark thanked Mrs. MacKay and stated that was all he needed to know. Mrs. MacKay stated way more than the next town, so the next town is Ossipee and Center Ossipee.

Chairman Mosca stated to Mrs. MacKay to just answer the question because if you keep going, you're going to be here at 8:00 PM. He was just telling her.

Bill Masters stated on page 1, you have Cost Centers 150-10 and 150-11, are those the two operations in Conway. Mrs. MacKay stated 10 is Conway and 11 is Wolfeboro. This same information goes to all of the towns. Bill stated he noticed that both of those have a deficit of \$273,000.00. Mrs. MacKay stated correct. Bill stated if he goes over to the Northern Human Services Carroll County Mental Health aspect and he sees the total Revenue is \$4,084,232.00 and he sees the expenses are \$3,407,177.00 which gives you a surplus down at the bottom is net surplus or deficit and it's a surplus in this case of \$677,055.00. That would seem to him that there is money in the system that could offset the deficits. Is he correct on that.

Mrs. MacKay stated no, but she understands why Bill (Masters) is saying that. They actually are not able to wash money generally from one Program to another. In the old days they could that, now they have very stringent rules about money in this Department goes to this Department and they do wash over some money, but she could go into more detail but there isn't enough time. There is very stringent rules by their auditors and by the State about how they can use money. The huge deficit is for unfunded outpatient. The surplus are for Programs like some very specific Programs that may a surplus and they can't move that money over in brief.

Bill Masters stated if they have asked for a Waiver. Mrs. MacKay stated no; they have tried really hard to move that money. The overall Agency is not in surplus, they are barely breaking even if you look at the whole Agency. It's not like this money is just sitting there.

Bill Marvel stated he thought Mrs. MacKay might have heard Jackie (Sparks) of Children Unlimited and explained that she incorporated the Town's tax abatement. You don't seem to have considered the tax abatement at all which is even more than the money you are asking for, so if you're asking for about 27% of the actual cash from Conway that you get from all of the towns, your benefit is actually closer to 50% from Conway. Mrs. MacKay stated no, they get \$10,000.00 out of \$45,000.00 from Conway, that's not 50%. Bill stated but you get \$12,800.00.

Mrs. MacKay stated well then we can talk about their Wolfeboro building and the value of that which increases their contribution. She didn't know what to say about the abatement. Her feeling is, as she discussed with this Committee a couple of years ago, that an abatement is because this is a very unprofitable business that the community needs and that no one is standing in line to provide services to very risky ill people. Believe her, it is a very challenging business. She thought the spirit of an abatement is that the Town wants them in its community because they provide a service that's essential. She personally does not see that as equivalent to a voluntary contribution by the voters.

Pat Swett stated very briefly could Mrs. MacKay tell her what Bad Debt Expenses are. Mrs. MacKay stated it's writing off people who don't pay their bills.

Mrs. Mackay stated she wanted to say one quick thing about the abatement issue. Chairman Mosca advised Mrs. MacKay that she was already 2 minutes over and she could keep going if she wanted, but he was going to move her to the back real soon.

Frank McCarthy stated one question: on the list of all of the employees for both Wolfeboro and Conway, you have 2 Staff Psychiatrists and between the two they make \$400,000.00 a year, correct. Mrs. MacKay stated they make a little more than \$400,000.00 a year and that's considered a very marginal salary for a Psychiatrist. They are now 4 Psychiatrists in their system because they can not attract them and that's because Psychiatrists are extremely difficult to get these days.

Chairman Mosca stated to that point, having recently used your services, he knows the Psychiatrist that was helping somebody that is close to him was there for about a 20 hour period, on and off the phone trying to get the individual to certain places. It may seem like a lot of money, but for the time and hours that they are putting in, he didn't think one could put a dollar value on what that helps means to some people. With that he will shut up.

Chairman Mosca asked if there were any further questions or comments concerning Northern Human Services. There being none, Chairman thanked Mrs. MacKay for her presentation and for coming in.

#### TRI-COUNTY COMMUNITY ACTION

Lisa Hinckley, Community Contact Manager for Tri-County Community Action, made a presentation and request to the Committee for \$13,500.00, an increase of \$500.00 from last year.

Ms. Hinckley stated she was here for the Fuel Assistance Office. She thought most members knew who they were. They ask for funding each year. Last year they served 978 residents in Conway which breaks down to 476 households who got fuel assistance, 441 for the Electric Program and 13 households got weatherization. Out of those households, 127 had one or more people considered elderly and 215 had somebody considered handicapped or disabled, that meant receiving Social Security for their disability and 61 households had a child 5 and under.

Ms. Hinckley stated they depend on the funding to help offset. How the fuel assistance works is that it is Federal funded, the money comes into the State through the Low Income Energy Program; then the State gets the money and they ask who is going to administer and take these applications and they said they were going to have the CAPs do it. The Federal rule is that the State can not make more than 10% of the money that they give to the State for administrating it so the State takes their cut which is usually about around 3%, sometimes 4%. The State tries to use 9% and then the right of the amount of 6% would goes out to the Community Actions to help administer their Programs and that's always dependent on how much Federal dollars come in or if they can do some fundraising or whatever to keep the Program running in our areas so they are very beholden to whatever the Federal dollars will be that year and how much the State decides what they are going to give them, whether they are going to give 5% or 6% to administer the Program.

Ms. Hinckley stated that's why they come to all of the towns in Carroll County asking for funding each year to help them keep going and, of course, if the funds are low from the State and they come into the State and funds are a little short at the town then they have to decide to let somebody go a little early in the season. They try to stay within what their budget is each year.

Chairman Mosca stated with the price of fuel down as much as it is over the last couple of years, why is your request up. Ms. Hinckley stated it's up because Conway has the highest percentage of households served. They still have around the same number of households every year within 20 or so and they've kept their request about the same for probably the last 5 or 6 years. The main office has tried to get her to get a system where everybody pays the equal dollar amount per household, but if she divides it out, Conway would be like double the amount and Wolfeboro or another town would be lower. Those towns that have always given us a little more than what they're serving. A good example is Jackson; they've always given \$3,000.00, but the last two years they've decided to give \$6,000.00, so

then she didn't ever have to raise Conway or any of the other towns with a higher population and just tried to keep it the same because everybody has a Budget that they are trying to stay within.

Ms. Hinckley stated this year she did ask for \$500.00 more here and in Wakefield because they have the highest numbers over the last couple of years. Obviously if the town is still struggling, they will go back to \$500.00 less, but they feel because they have always asked for the lower amount, they are still really trying to reach out in the community and get as many applicants to come into her office early so they don't show up in the Welfare Office every year. They have been really working hard in mailing out applications and all of that. That's pretty much why and, as you can see, the Federal Dollars have continued to shrink over the last couple of years.

Ms. Hinckley stated this year they had one seasonal position and one that was full-time during the winter months and then dropped back down to seasonal during the summer, like 3 days a week to reduce her hours. This year they might try to merge those two jobs into one job to try to even shrink their office a little bit more, but then you always run the risk of missing clients because each individual can only do so many applications. She and Shirley, in her office, are pretty fast; they can do about 900 apps in a year. Some years, most years they do about 6 of 7 apiece and then the seasonal person takes up the rest. This year with the cost being low they are still getting a lot of applicants. The only benefit is that their benefit that they actually received goes further. Back in 1999 when she started, she thought she had told the members this last year when it was about \$1.00 a gallon, people got a benefit of \$500.00 and that was a really big deal and it lasted almost all winter. Then the Federal Government never raised the amount of money they gave the State, so that \$500.00 when it went to \$3.00 plus per gallon really didn't go as far. A lot of people then would go to the towns and stuff.

Ms. Hinckley stated they are still seeing the same number of people each year, they still get a fair majority of people on Social Security and are only getting \$700.00 or \$800.00 a month, those types of things. That's pretty much why they're asking for the funds. The need is still there and still continues to grow. They've already done about 1,650 applications and are only in the second week in February and they still have all the way to April 30<sup>th</sup> to go. The Electric Program goes year round.

Chairman Mosca stated the reason he threw that out, he knows it's only \$500.00, but everybody is up a little this year and he should have said something earlier. We're looking at everything; we're looking at the Town Budget also. The Town Budget with the Town Warrant, if everything passes, is up over \$700,000.00 this year, not including the non-profits. It's a balancing act and he appreciated Ms. Hinckley's explanation.

Ms. Hinckley stated she went back and forth, back and forth because all of the towns have been generous and they've always just said "oh, well, we'll just let that one go a little bit earlier this year". This year they said they could raise a couple of the towns and if they say they just can't afford the additional \$500.00 this year, they'll go back to what it was.

They try to live with what they receive from the towns and they are always grateful.

Chairman Mosca asked if there were any further questions or comments concerning Tri-County Community Action. There being none, Chairman thanked Ms. Hinckley for her presentation and for coming in.

WHITE MOUNTAIN COMMUNITY HEALTH CENTER

Patricia McMurry, Executive Director for White Mountain Community Health Center, made a presentation and request to the Committee for \$35,565.00; no request was made last year.

Mrs. McMurry stated she has been here many times. They are asking for level funding and have asked for level funding every year and they try to make that up through various ways, i.e. through fundraising, through Grants. They have been relatively successful with Grants. Last year they actually did not ask the Town of Conway or any towns for money because Medicaid gave them an enhanced reimbursement for a specific period of time and based on the Budget that they drew up, they really didn't think they would need it. She took that to her Board, they agreed and was told not to ask for money if she didn't need it. So they didn't ask for money last year. That came and went and they're needing money again so here she is before the Committee again.

Mrs. McMurry stated the Health Center provides primary care for children, for adults, they have Family Planning, they have a Dental Program for children, they have a Teen Clinic, they have a lot of services that help people, i.e. social work, mental health. They have gotten some Grants to find out if people have issues with substance abuse and, if so, refer them for treatment. They're doing a lot of different Programs. They have an Outreach Program for families with children with chronic illnesses which is totally a State funded program. They also have a Prenatal Program; they deliver about 80 babies a year through Memorial Hospital.

Mrs. McMurry stated the building is owned by Memorial Hospital so the Health Center itself does not appreciate an abatement because of that. She guessed she would stop there and answer any questions.

Jim LeFebvre stated in looking at your Income Statement on Fundraising and Donations. In FY14, you expected \$63,000.00 and received \$74,000.00; in FY15, \$125,000.00 was budgeted and you received \$75,000.00; and this year you are budgeting for \$87,000.00. Could you discuss in more detail on how you are trying to fundraise and what you are doing.

Mrs. McMurry stated some of their Grants are counted in their Donations so if you look at the Donations and the Grant line and add those together because they typically only get about \$12,000.00 a year for a Donations and the rest of that is Grants. What happens is that the auditors say if you get a Grant and you don't have to report on it, they just give you a Grant for a specific reason but they don't want to hear about it, that's considered a Donation according to the auditors. Then the Grant line are Grants that they report on. That makes a little bit of difference when

you're looking at that. In terms of fundraising, they try to do a large fundraiser when they can figure out what that is going to be. They did The Valley's Got Talent a couple of years in a row and this last Fall they did a fundraiser with the Conway Scenic Railroad and made about \$9,000.00.

Mrs. McMurry stated she guessed to address Jim's (LeFebvre) question is that they look at what they need for Grants and then that's how they determine what they are going to ask for. There are some Foundations that give them money for operations. For example, the New Hampshire Charitable Foundation, they typically get a Grant every year from them; the Goldberg is for operations. All of the other ones are for Programs or things. When they have a new Program they're kicking off, they need funds to get it going then they plan to write a Grant for that. The planning of the Grants is based on what their needs are, but they always ask for the operation ones and hope that we get them every year and many times they do.

Jim LeFebvre stated so you don't do any actual what we would consider traditional type fundraising. Mrs. McMurry stated yes, they did the Conway Scenic Railroad and then they do little ones all year long. They also have an active Food Pantry so they do a lot of food drives as well. Jim asked if Mrs. McMurry had any idea what that actually raises for you. Mrs. McMurry stated the Conway Scenic Railroad was about \$9,000.00 and that's a big one for them and they may raise \$2,000.00 to \$5,000.00 depending on the year. Jim stated it may make it easier for us to understand it if you actually had a separate line just for fundraising in the future, just a suggestion.

Pat Swett stated she had a couple of concerns on the Salary Detail with the benefits that are over 50% of their wages; that seems like an awful lot of benefits. Mrs. McMurry stated that's a Savings Plan and some of the people have been there a very long time and they've been putting money in the Savings Plan and when they match it by 3%. Pat stated if she made \$35,000.00, she would be pretty tickled if her benefit was \$18,000.00. Pat thought that was a little over board. Mrs. McMurry stated some of it she guessed the benefits would be the insurance too which is a little pricey.

Dick Klement asked if he understood correctly that your Grant Line and Fundraising Donations exist at that level because that balances your Budget. Mrs. McMurry stated they would like it to balance the Budget. Dick stated your Actuals last year were \$100,000.00 and your projecting Grants and Fundraising to be in the order of \$150,000.00. Mrs. McMurry stated a lot of their planning is on different things they are doing. They are looking at trying to write some Grants in relation to the substance abuse because they'd like to get a licensed Drug & Alcohol Counselor; she didn't know if they were going to be able to do that, but that is something that they are trying to do and it is kind of pricey. Again, that's a need that they have.

Peter Donohoe stated he was unclear about your line item #36 which is the Conway Town support. There is an entry under Fiscal Year 2015 for \$17,782.00 and then for Fiscal Year 2016 there's a line item for \$17,782.00, but yet the request for funding was for \$35,000.00 which is the sum total of those two. Mrs. McMurry stated it doesn't all come in one

year and so it rolls over into the next year. In 2015, last year, they didn't ask for any money, but they still had money coming over and that's the way it hits them. Their fiscal year is June 1<sup>st</sup>, but the towns are usually calendar year she believed and what the accountant does is she amortizes it \$3,000.00 a month to make it fit into the Budget. Peter stated that helps, thank you.

Pat Kittle stated he was looking at Salaries, Wages and Contracted Services at the top. You've got a pretty good increase 2014 to 2015 in Salary and Wages, but you've got kind of a corresponding decrease in Contract Services. Is that where you took some contract services in and actually employed them from one year to the next. Mrs. McMurry stated they had a couple of people leave that were contract services. They had a Dentist leave that worked 2 days a week; they replaced him just temporarily with a Dentist for one day a week. They had a physician that came one day a week and they contracted her from another practice and they took her back and now they have a physician that just works as a consultant half a day every other week. So, there have been some changes in that, not that they like those changes, but it just happened through attrition.

Pat Kittle stated it still just seems year over year and looking at your Projected Budget for 2016 that you're labor and wage costs, if he is understanding the first two lines correctly, are going up pretty steeply each year. Is that just because you're providing more services. Mrs. McMurry stated no, it actually went down for the Contracted Services like she said due to a couple of losses. If you look from where it was \$192,000.00 in 2014, 2015 on the Actual it was \$145,000.00. Actually the Contracted Services went down from 2014 to 2015. This year they have it going down a little bit, too. Again, that's related to people leaving and not being able to replace them.

Pat Kittle stated he was just kind of looking at those two line items as being combined to represent your labor or your labor costs. If you combine those two in each of the years, it's going up fairly significantly year over year. Mrs. McMurry stated the increase from 2014 to 2015 was a 3% increase for the employees. This year unfortunately they don't have one slated, they don't have an increase slated for this year. They've budgeted for it, but they are not sure they are going to be able to do that.

Mark Hounsell stated using past numbers, a quick math thing, the delta is 6%, almost 7% in two years if you combined the two from 2014 to now, it's over a 7% increase in labor which is not a lot.

Mrs. McMurry stated one of the things that happened is with Manage Care organizations it made their collections really difficult because there are two of them and they have their own rules and it's very complex. They actually had to bring in someone to help work with us and work with them to get that better. They replaced that person who was full-time with someone that they have now that works 2 days a week doing the same thing. They are hoping that will work out, too. That did increase them because she was paid higher because she is a consultant, but she still lands into their Salaries. She just left recently and they just replaced her within

the last month. It has gotten a lot better and the person that they replaced her with is highly skilled and she thought 2 days a week will be fine. Obviously, they would like to go back to where they were, but she didn't know if they are ever going to be able to with the complexity that they are seeing in health care with the Manage Care organizations.

Chairman Mosca asked if there were any further questions or comments concerning White Mountain Community Health Center. There being none, Chairman thanked Mrs. McMurry for her presentation and for coming in.

NORTH CONWAY COMMUNITY CENTER

Ryan Sommer, Executive Director for North Conway Community Center, made a presentation and request to the Committee for \$75,000.00, the same request as last year.

Chairman Mosca stated to Mr. Sommer that before he gets going too far, he wanted to read something to Mr. Sommer. Chairman read as follows:

An Act to Authorize The North Conway Water Precinct To Purchase and Maintain a System of Waterworks, Chapter 150, June 21, 2005, enacted by the Senate and House of Representatives.

Section 2-b: Said precinct is further authorized to maintain and operate a fire department for the extinguishments of fires and to maintain and support recreational activities and programs. The acts of said precinct and its officers in maintaining and operating its fire department and in maintaining and support recreational activities and programs are hereby legalized, ratified and confirmed.

Chairman Mosca asked Mr. Sommer if he should be asking for money of the North Conway Water Precinct or should you be asking for money from the Town. That's his question. The way this Act reads, it seems like the North Conway Water Precinct should be the person you go looking for money from.

Mr. Sommer stated back in the day the Water Precinct used to donate or used to give money to the North Conway Community Center from the inception of, he believes in the mid 1950's to the mid 1980's. In 1984 when the Conway Recreation Department was funded by the Conway Water Precinct and the North Conway Community Center was funded by the North Conway Water Precinct, at that time there was conversation between the two, between the Town to form a Recreation Department with the Town taking over the Conway Parks and Recreation and the North Conway Center would be a stand alone non-profit entity that would be funded at the same rate as the Conway Recreation Department and that was back in 1984. So, in 1984 they were equally funded, the two entities at about roughly \$60,000.00 plus a year.

Mr. Sommer stated that was a decision that was made from what he understands was made by the voters at that time the two entities would be equally funded by the Town, but the Conway Recreation Department would be funded and operated by the Town and the North Conway Community Center

would stay as a non-profit. That's how it has run for the last 32 years. Every year they come to the citizens of Conway, 90% plus of the people who utilize his facility, probably a little bit higher, are Conway citizens, not just North Conway citizens. Therefore, they come here following the same path they have followed for the last 32 years for providing a service to all Conway at, what they believe, is at a cheap dollar amount for what they give. For every dollar that the citizens of Conway gives them, they make \$4.00 to offset the Budget that they operate and so forth.

Mr. Sommer stated 8 years ago when he sat in front of this Committee and talked about building a new facility, it was never going to be on the back of the Conway voters. In November of last year they opened up a facility of a \$1.5 Million facility that didn't cost the taxpayers one cent. For 8 years he has promised the taxpayers that he would not increase his request once the new facility was opened and for the 10<sup>th</sup> straight year they are asking for the same amount of funds of \$75,000.00 which is reduced from the year 2000 which used to be \$82,000.00.

Mr. Sommer stated they strive hard to continue to provide services and programs to all citizens. They have, with the new facility, have added 12 new Programs, they have increased their hours so they are operational now Monday through Friday from 7:30 AM to 7:00 PM open to the general public and then they do adult programs from 7:00 PM to 9:00 PM in the facility. They are open now on Saturdays from 11:00 AM to 6:00 PM with the hope that they will expand those hours to 8:00 PM on Saturday and then by summer time they will expand the summer time hours into Sunday so that they will become a 7-day operational facility.

Chairman Mosca stated for the last 3 or 4 years since he's sat as Chairman, he's asked when are you going to stop asking for money from the Town because you are a non-profit and he understands that they need some money, but now when he is presented with this (referring to The Act quoted above), it looks like the North Conway Water Precinct should be the person you go to ask for money by the statute. He finds it difficult, and he understands where Mr. Sommer is coming from, but he finds it difficult to keep saying "yes, we're going to keep supporting this non-profit" when there are other avenues that in the act of the Legislature for them to ask for money. That's just a comment, you don't have to answer that.

Mark Hounsell stated no problems with what you do and all of that, it's just that it comes down to money Ryan and he has asked that you might consider weaning yourself off of \$75,000.00 incrementally, but that doesn't seem to fit in. We found out the other day, and he was just looking at the summer program, the Town cost per child per day is \$5.25, the taxpayers pay \$1.75 for that and the rest is picked up by people paying a Rec fee. He guessed what he would like to know is what is your cost per child per day for the Summer Program.

Mr. Sommer stated they charge \$410.00 for 8 weeks from 7:30 AM to 4:30 PM; out of that \$410.00 they see about 100 kids a week, so it's about \$4.00 per hour or \$5.00 per hour. Are you asking per hour or per day. Mark Hounsell stated what he was trying to do is compare apples to apples. It costs the Town a total of \$5.25 per child per day for the Summer Program;

he would like know what it costs the Community Center per child per day for the Summer Program. Mr. Sommer stated his Summer Program is self-funded so it doesn't cost the Town any money. Mark stated he understood that, but what does it cost for a child who goes there. Mr. Sommer stated \$410.00 for the summer; \$10.00 a day or \$1.25 per hour.

Mark Hounsell stated he needed to know if this was accurate or not because it makes a big difference. The Summer Program only, the North Conway Community Center costs \$10.00 per day and the Town Rec Department costs \$5.25 per day. Is that correct from what we have for information. (Multiple members all saying "yes".) Mr. Sommer asked Mark Hounsell what are they running for staff to kid ratio. Mark stated he was just looking at dollars now and didn't want to do that.

Mark Hounsell stated the other dollar question he has is: Your saying you're not asking any more from the taxpayers and that's true enough because you're getting \$75,000.00, that's easy math, but your abatement is \$16,500.00, are you going to ask for an abatement on the \$1.5 Million building because that will change that figure and that is a taxpayer support increase of more than \$75,000.00. Mr. Sommer stated he would assume that they would just because they are a non-profit and it's a facility that, again, was built for the community, it was a facility that was to enhance the programs and the opportunities and the ability to come as a community to come socialize and utilize. It is not a facility that is private; it's a facility that doors are open and it doesn't matter where you're from. To answer that question, he would assume "yes" they would come that way.

Mark Hounsell stated just to close up that line, he would ask that you recognize that when the Town grants an abatement on property it shifts the costs to the other remaining taxpayers and so you shouldn't really say you're not asking for more if you are going to seek a further abatement of your taxes. You're asking for \$75,000.00, but you're also going to ask for further abatement and that is a contribution of the taxpayers to your new Community Center.

Terry McCarthy stated first she should say that she is on the Advisory Board of RSVP and she understands that the North Conway Community Center is a sponsor for RSVP. It was her understanding that RSVP was going to get an office in the new building. Mr. Sommer stated he would answer that question as the original plan and the second and third design that they came out when they were going to attach the new facility on to the old facility. The plan was "yes" to attach an RSVP office into that facility. When they were redirected to open a completely separate facility, it changed the design to a point where it wasn't going to happen in the new design. The Community Center is still looking at aspects on the facility itself, the site, but at this point, they've kind of looked at it, they've talked about it but they really haven't gone after anything or any specific one plan or not.

Terry McCarthy stated her question would be that she doesn't see anything in any of the Budget where there is any kind of sponsorship or where RSVP is even mentioned. What do you do to sponsor that. Mr. Sommer stated the

sponsorship in all of the years that he's been there and even when the years it was taken over and given to us was that they were the sponsor in that they were the 501(c)(3) carrier. In the sense of organizing the operations in the sense of managing the operation, there wasn't a whole lot of conversation going back and forth. They sign Federal Grants because of their 501(c)(3) status, but it wasn't them being involved in a management style entity for RSVP.

Dick Klement stated he had two issues. One, he finds Mr. Sommer's mathematics formula system didn't work out very well for us because you've got a spreadsheet. The more important question is you're showing an average raise of 3% per person. Mr. Sommer asked for the staff. Dick stated yes. Mr. Sommer stated yes.

Bill Masters stated just a question on the number of kids computation. The breakdown and costs Town of Conway and North Conway Center, looking at the Programs, and this is just one example, it says 4<sup>th</sup> through 6<sup>th</sup> Grades Bball, Girls - 24 kids times two days times 14 weeks equals 672 kids. How did we get 24 kids to multiply to 672 kids. Mr. Sommer stated it's not kids, it's the amount of time they set foot into the facility and if you're looking at straight kids, you're probably looking at population at John Fuller and he gets about 90% of his Fall, Winter and Spring Programs from John Fuller. They have some kids that come up from Conway Elementary and Pine Tree, especially for his Soccer Program. In Soccer, they see just over 100 kids participating in that Program; in Basketball they see 50 to 60 kids; in Field Hockey they see 45 kids; in Football they see 65 kids, so you're looking at for every time somebody participates in a Program, you have staff there, you have to have supervision, you have to have medical supplies and so forth and so forth. On any given day you will see the calculation of these kids that step foot onto the facility, inside the facility and so forth. Did they see 672 individual kids, no, but 672 times they stepped into a Program that they were authorizing and they were supervising and they were there on site.

Bill Masters stated so what he was hearing Mr. Sommer really saying is that it could really be the same 24 kids and you've computed it out to 675. Mr. Sommer stated that most of his Programs are set up that way, yes; minus the Open Gym and so forth and the open people that come in. Bill stated that's all he wanted to know.

Chairman Mosca stated that he was going to ask Ryan Sommer to step aside and there are still about 5 more questions and time is up for right now. Chairman asked Mr. Sommer if he would mind hanging around for about 20 minutes and then he will be back on the stand.

GIBSON CENTER FOR SENIOR SERVICES, INC.

George Cleveland, Executive Director for the Gibson Center for Senior Services, Inc., made a presentation and request to the Committee for \$35,000.00, the same request as last year.

Mr. Cleveland stated they have been serving the Town of Conway since 1979 when they started. They provide meals, Meals on Wheels, transportation and

social/educational programs for seniors in the Greater Mount Washington Valley area. Last year they served just about 50,000 meals and they are on track to do 51,000 meals this year. They are asking the Town for level funding as they did last year of \$35,000.00.

Mr. Cleveland stated they've had a lot of changes this year. They went through a few moments of terror earlier in the year when they thought the State was going to cut funding to a number of their Programs, but thanks to the work of a lot of their members and friends in the community, and most particularly our Legislators, they were able to get the funding to not go away which would have been fairly catastrophic for them.

Mr. Cleveland stated they've also because of the fact that they know that there is and this is a profound statement he was sure for all of the members, that none of us are getting any younger and that there is a great number of us who are getting older, the Baby Boomers. They realize they've got to start making room for the younger group of seniors that's coming along, they're not quite playing The Grateful Dead in the Dining Room yet, but that will be there. To that end, they've spent a year with a Fundraising Consultant who was basically changing the way they approach fundraising. Their fundraising is okay, but okay today is not going to be okay tomorrow, so they've been changing that and that will sort of be ongoing for the rest of our lives.

Bill Marvel stated he had trouble understanding page 3, below the Salary Detail, he is looking at the number of clients served. There are two numbers of clients served and he was trying to calculate the Conway proportion. Is the top number meals and the bottom number is riders? Mr. Cleveland stated that's the total number of humans that they've served from Conway. Again, taken as the number of people who participate in their Program. The Units is what they are reimbursed for from the State. A Unit is one meal; a Unit is getting on the bus and getting off the bus, that's one Unit.

Bill Marvel stated there are two sets of those numbers, is one meals and one rides; it's not clear which is which. There's 863 participants for instance, two lines down 334 participants in what. Mr. Cleveland stated that's "Other", "Other Than Conway". Bill stated now he understands it and it adds up to 100%.

Jim LeFebvre asked Mr. Cleveland if he could go into somewhat more detail on their Employee Health Care and benefits issues that they are facing today. He noted that it went up to \$76,000.00 estimated. He would like to have a little more information. Mr. Cleveland asked if there was anything in particular that Jim wanted to know that wasn't explained in the notes. Jim stated "yes", you're looking at other options such as possibly canceling group policies and paying for individuals. Could you go into more detail there.

Mr. Cleveland stated as with every other business in the universe, their biggest task during the year is when they have to go and understand the insurance program. Right now they are on an HMO New England Plan which believe it or not did not increase last year. He didn't think that was

going to happen again. Not all of their employees participate in the Plan; some of them have their own or some of them participate in a spouse's Plan.

Chairman Mosca asked if there were any further questions or comments concerning Gibson Center for Senior Services. There being none, Chairman thanked Mr. Cleveland for his presentation and for coming in.

VAUGHAN COMMUNITY SERVICE, INC.

Denise Leighton, Administrator of Vaughan Community Service, Inc., made a presentation and request to the Committee for \$10,000.00, the same request as last year.

Mrs. Leighton began by introducing Heather Ouellette, the new Day Care Director.

Mrs. Leighton stated as the members know, they are the Town's Food Pantry, a Resource Referral, a Support Group, she helps people that fall between the cracks that the Town can't help with, i.e. utilities, car payments and car repairs and stuff like that out of their Discretionary Fund during the year. She hasn't asked for any more this year for the Food Pantry although their expenses have gone up quite a bit this year. They did receive a Grant for \$4,000.00 plus the money they get from the Town also goes for purchasing food. So, it's a combination of expenses that come out to what they actually buy food for during the year. Their numbers have increased to almost 11,000 meals a month they are giving out.

Dick Klement stated on your proposed Budget, you're showing a total expense of \$78,000.00 where last year you were at \$103,000.00, but what struck his eye was on the income you're essentially getting \$5,000.00 for the Food Pantry, but your expenses for the Food Pantry are looking to be a lot more. You're budgeting \$5,000.00, but your Actuals for the prior year were \$28,000.00. How do you even this out. Dick asked if he confused her. Mrs. Leighton stated yes, she confused herself because she didn't know what she did to be honest without going back to her notes and she didn't have all of her notes in front of her.

Dick Klement stated his concern is that your Actual expenses in 2015 were over \$28,000.00 and the year before that it was \$18,000.00 for expenses, but you're only budgeting \$5,000.00. Mrs. Leighton stated that's because she put, of their money, \$5,000.00 into the Program out of their money from fundraising and that. That's what she did there. She didn't know how much income they are going to get in each year for their Food Pantry. She can't predict the donations they get. They have been very fortunate the last few years to get a couple of sizeable donations to the Food Pantry which has helped a lot in their purchase of food that they do get. They keep their shelves pretty well stocked because of that. That's why she doesn't make that figure higher because she doesn't know what their donations are going to be from year to year. Next year, who knows, people may not give that much. She can't predict how much people are going to give for income.

Bill Marvel stated so these numbers down under Income, that's donations, the \$23,000.00 this year for instance. Mrs. Leighton said right. Bill stated so they match their cost. Mrs. Leighton said right.

Chairman Mosca asked if there were any further questions or comments concerning Vaughan Community Service, Inc. There being none, Chairman thanked Mrs. Leighton for her presentation and for coming in.

VAUGHAN COMMUNITY SERVICE, INC. d/b/a NORTH CONWAY DAY CARE

Denise Leighton, Administrator of Vaughan Community Service, Inc., and Heather Ouellette, Day Care Director, made a presentation and request to the Committee for \$3,000.00, the same request as last year.

Ms. Ouellette stated they were here asking for the \$3,000.00 to help families that are not eligible for State assistance to help with their expenses for child care.

Dick Klement stated on page 2, your expenses, Personnel and Salaries, went from a budgeted \$194,000.00 with Actuals of \$187,000.00 and you're proposed \$236,000.00. Are you adding people? Mrs. Leighton stated actually when this Budget was done it was in mind that things would change with their last Director that they had for a short time, didn't work out, but the Budget was already voted on by the Board so she had to stay with the Budget that the Board gave them. That's why it is over stated. They won't be that high this year and she would assure the members of that at this point.

Jim LeFebvre stated the over statement appears to be from \$187,000.00 to \$236,000.00, approximately \$49,000.00. Is that correct. Mrs. Leighton stated right. Jim stated thank you. Mrs. Leighton stated bearing in mind that they were full to the ceiling with children and they are not. When she did this Budget, the Board agreed on it and she had to use it to propose to the members, she couldn't change it.

Chairman Mosca asked has the Budget been changed since. Mrs. Leighton stated no, it has not. Chairman asked if it would be changed some time in the near future. Mrs. Leighton stated she didn't know, she would have to ask the Board about that. Chairman stated that could have an impact on your funding if that number is that far out and you're telling us that. Mrs. Leighton stated it is over stated quite a bit, but she'd have to go back to find out how much their Salary would be this year. She didn't have that figure in front of her. Chairman stated he was just asking if the Committee could get something more updated between now and next week if that's possible. Mrs. Leighton stated she could send the Chairman something tomorrow.

John Colbath stated Vaughan, as you know, is an umbrella of the Church and there is a Vaughan Board and there is an Annual Meeting of the Church so it coincides. That will change after the new meeting of the Church and the new Board and he was sure Denise (Leighton) could get new numbers to the Chairman when all of that occurs.

John Colbath stated when the Budget was proposed, and again for disclosure he sits on the Advisory Committee for the Board, and he has been on it for a number of years. When the previous Director who was here left, she also had proposed new Programs that were hopefully going to bring in more kids and more revenue, but was going to take additional staff to do it. Since then Heather (Ouellette) in reality has cut back and they are not going to do some of those Programs, so there won't be new staff needed and there won't be those expenses, but there also won't be the revenue. That has to be readjusted after the Annual Meeting of the Church.

Peter Donohoe asked if that would explain the Client Fees Contributions budgeted at \$215,500.00 when the Actuals last year were \$142,000.00. Mrs. Leighton stated that would be the parent fees, the fees from the clients, the actual fees. Peter stated and that is not contemplated therefore for 2016 at this point. John Colbath stated right. Mrs. Leighton stated right.

Jim LeFebvre stated to John Colbath based on what you have just told us, this is not going to be adjusted until after the Annual Meeting of the Church, correct. John agreed. Jim asked when is that normally scheduled. Mrs. Leighton stated the 14<sup>th</sup> of February and the Board doesn't meet until the 29<sup>th</sup>. Jim stated so in other words we won't have any updated information by next week. Mrs. Leighton stated she could give the Committee a figure for the Salary, she could figure that out herself on what they have for employees right now.

Chairman Mosca asked if there were any further questions or comments concerning the North Conway Day Care. There being none, Chairman thanked Mrs. Leighton and Ms. Ouellette for their presentation and for coming in.

#### STARTING POINT

Melissa Couture, Executive Director of Starting Point, made a presentation and request to the Committee for \$8,101.00, an increase of \$1,009.00 from last year.

Ms. Couture stated she was here this evening to request funding in the sum of \$8,101.00. Starting Point is an agency, as she was sure all of the members were aware, that provides services to victims of domestic and sexual violence here in Carroll County. Of the clients served in Carroll County this last year, 176 of those individuals were from Conway and of those 176 individuals they provided just over 3,600 individual services to those people. Their clients are supported in an array of manners. They have a shelter that has 10 beds that is always full. They also provide a 24/7 by 365 Crisis Line which is always very busy. They also provide advocacy in the form of support through accompaniment to hospital visits, the Courts, support through any of the Court or legal action that an individual might take as well as personal advocacy and general support.

Bill Marvel stated about 40% of the people they deal with come from Conway and just over 40% of their entire request is reflected by both cash and a tax abatement. He likes to see that.

Dick Klement stated on your Personnel line he noticed a reduction from a Budget of 2015 from \$215,000.00 down to this year's request for \$184,000.00 and that's good, but your employee benefits went up from \$25,000.00 budgeted to \$30,000.00. Was that a change in medical plans. Ms. Couture stated yes. There were a number of changes and one is that they have had a significant amount of staffing changes in the last year. Actually, what you see before you is representative of a year in flux with some changes and then their Board this last December when their renewal time came up decided to make a change in health care providers.

Jim LeFebvre asked Ms. Couture if she could discuss in some detail their fundraising activities. Mrs. Couture stated they, as an Agency, this last year in particular and this year currently do a lot in the way of soliciting private Foundation Grants as well as they have their annual Boots and Bling Event which is entering its sixth year coming this May. They additionally have an annual giving appeal which takes the form of two mail solicitations: one in the holiday period and one during the Spring. They are also an Agency that does receive Federal and State funding.

Peter Donohoe asked what would best describe "In Kind Donation" line item. Ms. Couture stated "In Kind Donation" line item. Peter stated it's steady every year; the only one by the way; it's the only revenue stream in your donation area that seems to be level every year. Ms. Couture stated part of it is the reflection of the fact that they haven't had their Audit yet, their Audit is actually in March this year, but it is a reflection of the volunteer hours that they receive. As she mentioned, they have a Crisis Line, they have direct service volunteers who provide additional support to them. So the "In Kind Donation" line for the most part is representative of that volunteer time, but then it will also ultimately wash out on the expense side.

Chairman Mosca stated last year you requested \$7,092.00 and this year you are requesting \$8,101.00 and he knows it is only \$1,000.00, but it represents over a 14% increase. Ms. Couture stated if you'd refer to the last page in your packet, Attachment D, you'll see all of the town funding requests that they put forth to each of the communities in Carroll County and you will also see the funding formula that they use or have used for a number of years now, so it's really a straight calculation that's reflective of a base of \$750.00 per town and then it's a percentage from the remainder based on the number of clients served. Their figures are always based on the previous year that they've concluded.

Danielle Santuccio stated when you're talking about the advocacy, is there any way you can break that out; how much it costs the Agency to go to Court with others and what do you have to do to get that, how do you qualify for that. That was a big increase and she sees them at Court all the time. Ms. Couture stated our advocates providing support absolutely. Ms. Couture asked Danielle if she was asking a question specifically in terms of the nature of the training. Danielle stated she guessed her question is: are there any qualifications or requirements for the people that get these services or can anyone get these services. If someone says "I want you to come to Court with me", do they just go no matter what. Ms. Couture stated no, not no matter what. There is a screening process. An

individual who presents to the Agency must demonstrate or be a victim of domestic or sexual violence and so often times quite honestly when it comes to Court advocacy, they are getting a call from either Ossipee or Conway Courts with a specific request to come and provide advocacy services. Danielle stated for the individual that's there. Ms. Couture agreed. Danielle asked if the Court was calling the Agency or the PD was calling. Ms. Couture stated the Court; the Clerk calls because they have perhaps encountered questions from the individual and believe that the Agency would be able to support them and answer any questions they may have. Danielle asked if that was a majority. Ms. Couture stated it is quite honestly.

Chairman Mosca asked if there were any further questions or comments concerning Starting Point. There being none, Chairman thanked Ms. Couture for her presentation and for coming in.

#### TRI-COUNTY COMMUNITY ACTION - BLUE LOON BUS

Beverly Raymond, Transportation Director of Tri-County Community Action Program, Inc. - Blue Loon Bus, made a presentation and request to the Committee for \$4,000.00, an increase of \$1,000.00 from last year.

Mrs. Raymond stated they operate a door-to-door service very similar to what the Gibson Center offers except that their hours are a bit extended so that they can accommodate for some of the extended hours for the Hospital and for other appointments that people have. They also have a wheelchair accessible vehicle; their drivers are all trained in passenger assistance and defensive driving. They do check the drivers' motor vehicle records, they check with the National Criminal Records. They are all drug and alcohol random checked. They have a crew of volunteer drivers as well as drivers that drive their vehicles.

Mrs. Raymond stated the other services that they provide that encompass Conway are also their Flex Route Service. That service enables people to be able to get from Conway down to Wolfeboro or any of the towns in between by stopping at bus stops and it does flex a quarter of a mile to be able to accommodate for people that may have a disability and are unable to make it to the stops.

Mrs. Raymond stated the third service they offer is a Volunteer Driver Program. This is a long distance medical Program that they provide. This is for individuals who are over 60 and are unable to get to medical centers such as Maine Medical Center in Portland, Dartmouth Hitchcock in Lebanon and CMC in Manchester and other various places where they need specialty services that aren't offered within the area.

Mrs. Raymond stated they began operating because they were asked from many residents and citizens within Conway and also within Carroll County that they didn't have a public transportation service that was Federally subsidized. Tri-County Cap looked at the area about 6 years ago and found that Carroll County was the only county within the State of New Hampshire that did not have public transportation that was subsidized. So they went forth and did a feasibility study, they applied for funding through

Community Transportation Association of America, did the feasibility and found that there was a need. The thing that they are working on now is the marketing of it. They are finding that a lot of people are not educated in rural public transportation. So, they've hired on a consultant this year; they received some Federal funding to be able to work with them, to be able to bring the information and education to the Agencies and to the residents within Carroll County and Conway also.

Mrs. Raymond stated over the last year they are doing a huge bulk of transportation in the Conway area. They serve the elderly and they serve the disabled. They also serve the general public and the majority of those that they serve are low income individuals, single moms with children that need to get to work or need to get to training or education, need to get the child to Day Care, but can't afford a vehicle to do that. Their service is a step in the right direction to get them to that job or to that education so that they will be able to obtain a job that would be able to afford them to provide for themselves and no longer have to be subsidized either by the Town or by the State.

Mark Hounsell stated in 2015, how many paid employees did you have. Mrs. Raymond asked in the Conway area? Mark stated the one that would reflect the salary amount of \$157,000.00. Mrs. Raymond stated this would be their drivers. Mark asked how many? Mrs. Raymond stated they have about 30 drivers, they have an Operations Manager, they have two full-time Dispatchers, they have a full-time Maintenance Manager and they have a part-time Vehicle Tech and then the Director. Mark asked what was the total of that? Mrs. Raymond asked the total of the salaries? Mark stated the total number of people employed. Mrs. Raymond stated they were talking about 38 to 40 people. Mark stated and that's in 2015. Mrs. Raymond agreed.

Mark Hounsell stated their proposed Budget is some \$50,000.00 more; are you looking to add more people to that 38? Mrs. Raymond stated they were looking to add a Mobility Manager which will be partially subsidized through DOT 53.11 funding. That would be at 80% and they would need to have 20% as a match for them. They would work in the Carroll County area assisting the Consultant that they are hiring to be able to get out into the community to reach people. Mark stated so you're going to have 39 employees next year. Mrs. Raymond agreed. Mark stated these are paid employees, he wasn't asking about volunteers. Mrs. Raymond stated these are paid employees.

Peter Donohoe stated he was looking at their Vehicle Fuel line item and he was going from 2014 to 2015 to 2016 and there was a big drop between 2014 Actual and 2015 Actual, a third of the amount which would explain the cost of fuel. Why then are you anticipating almost a doubling in your 2016 Budget. Mrs. Raymond stated when they went from 2014 to 2015, they went in thinking they had an assumed number of trips that they were doing. They have to come up with how many miles and how many trips they think they are going to be doing, so that would impact their fuel costs. They didn't do as much service as they thought they were going to do so their fuel costs were lower. This year with the marketing that they are going to be doing countywide, they are looking at an increase of fuel for that because they

do anticipate that they will have more transportation services. Peter stated so that would be double the mileage just using a simple correlation. Mrs. Raymond stated it would be.

Dick Klement stated if he looks at the 2015 Actuals at \$303,000.00 and your proposed Budget, that's \$160,000.00 increase and you've added one person and you've increased your contracted services, your fringe benefits, the salaries of course have been addressed, the fuel has been addressed, there's also no additional maintenance to speak of. Now you've been running these buses for 4 years now and do you have an approximation of the number of miles you have on each one of these buses. Mrs. Raymond stated they do and they also take their buses and circulate them, they have one spare and they try and circulate that so they are not putting all of the mileage on any individual bus. Yes, they do have that, but she didn't have it off the top of her head, but they do have the mileage.

Dick Klement stated at some point, when he looks at the Revenues, you are anticipating Grants from the Government approximately \$70,000.00 more than you received last year, actually it's more than that, it's closer to \$100,000.00 more, these buses are going to wear out. Are you expecting the Government to provide you new buses free. Mrs. Raymond stated this is how the buses work, this is how they replenish their buses. They have their buses for so many years, they either go 5 years or 150,000 miles. They normally because they have preventive maintenance and the Government makes sure that their preventive maintenance is done; they come up every so often and review all of their vehicle records. They maintain all of their stuff themselves or, if they have to contract out, they will. What they do is once a bus reaches the maximum of 150,000 miles or 5 years, they apply for another vehicle. The Government pays 80% or it could be 90% depending on the funding that the Government has and the Agency raises the rest of the match. If they can't raise the rest of the match, there are CDBG Funds, Community Development Funds, that are used. Their Agency receives them; every Agency, every social service Agency within the area does. They can use that as a match.

Dick Klement stated so essentially you're never going to become self-sustaining. Mrs. Raymond stated she couldn't say that, can't tell Dick that, she doesn't know. It really depends on how many people they are looking at serving, how many people actually use them. Dick stated but as you stated, you're depending upon the Government this year. Mrs. Raymond stated it is a Government subsidized program. Dick stated and we are \$19 Trillion in debt so the Government will be printing money forever, so he's just wondering if they ever become self-sustaining or will you continually be relying on the Federal Government to provide you the funding to operate. Mrs. Raymond stated they will be like every other public transit service that's subsidized in the State of New Hampshire, they will receive money from the Federal Government.

Bill Marvel stated he had two questions: the specific one is what are these Indirect Costs that are at about \$47,500.00 this year. Mrs. Raymond stated Indirect Costs, they are a program underneath a big Agency, Tri-County Cap, that has about 40 to 50 programs. Although they do some work themselves to operate their Program, there is also other work that has to

go up to the Administrative Level. It would be the CEO and his pay, it would be the Fiscal Department pay, those types of costs.

Bill Marvel stated the general question he has and it's not really a question it's more of a statement for Mrs. Raymond's benefit he guessed. The thing that has always made this Agency he thought that made the members look skeptically at this Agency besides seeing the buses empty all of the time is what appears to be wild over budgeting. He means every year they anticipate 50% more than is spent. Some items are 150% more than you actually spent. Why is that?

Mrs. Raymond stated they are projecting on what they are anticipating for the next year and that's how they start it. In order to have enough money to cover them to make sure that they don't run short on the funds that they need, they project that, not saying that they will absolutely need it, but this year with the marketing that they are going to be doing, they know they are going to have more expenses than what they have had in the past. So the Budget is written to meet that. In the past they have anticipated that they would have more; if they didn't, then no they don't use the funds, but if they would have, those funds would have been there for them to be able to use.

Mark Hounsell stated in line with that question, Terry (McCarthy) and Mark were kind of comparing notes on Bill's (Marvel) same question. That \$47,000.00 in Indirect Costs is more than 10% of your total expenses. Regardless of what you do and why you do it or how you do it, when you have 10% of your Budget identified as Indirect Costs and no more than that, he thought they needed to do a better job at budgeting. He will say this, it's a lot better than he's ever seen this Agency produce. This is an improvement from past years, but still he thought to have 10% of a total Budget in that cloudy area of Indirect Costs is not good budgeting.

Frank McCarthy asked if Mrs. Raymond could tell him in the entire Program just for Carroll County, how many bus trips there are a day total trips and how many riders on average are in each bus for each trip. Mrs. Raymond stated the total trips that they did and what they are predicting for FY16 are 3,078 trips. Frank stated he wasn't asking what they are predicting, he's asking what the records show. Mrs. Raymond stated for Carroll County in FY15 their entire fleet did 2,221 trips. This is for 6 months so you can double that because she had to give this information at a meeting she was at the other day. So far in 2016, they are at 3,700 trips so they've already moved up significantly. They are doing general public trips and were at 546 last year 6 months in and this year they are at 45 and they are a little bit shorter on those this year. Senior and disabled they did 1,721 trips and this year 2,992. General public on their Flex Route System which they run two of to get north and south, last year they did 944 and this year they did 708, but last year they ran a Commuter Route over to Laconia and they have since stopped that route because they found that there wasn't enough people riding on it.

John Edgerton asked if they were in the brick facility for Carroll County. Mrs. Raymond stated no, they are not. They are a one call/one click facility; all of their dispatching is done from Berlin. They work with

their drivers through communication of cell phones and radios. They are going to have a Mobility Manager that will be working from home; the rest of the staff, the rest of her 5 staff are at her office in Berlin. John asked if her staff was in Berlin. Mrs. Raymond stated yes, her Administrative Staff is in Berlin and her drivers are located down here. They do not have a facility that they work out of. They parked their vehicles at different DOT Stations and they do have some at the Tamworth building, but they did at one time have an office down there, but to cut expenses they did away with the office and started working. The Mobility Manager would work from a Home Office in order to save expenses.

Mark Hounsell stated he wanted to follow up on the Major's question because he didn't think it was answered. You talked about the number of trips, but he thought what Frank (McCarthy) was looking for and Mark was looking for and he hates to call people pay load, but how many people are on each one average. He's seen the bus with the driver in it and no one else, so is that a trip and does the driver count as one passenger. How many people are riding on a bus? Mrs. Raymond stated it depends; they average any where from 1 person up to 6 people. Some times they will have one wheelchair on board and some times they will have two wheelchairs on board. Mark asked if Mrs. Raymond could give him the average for the 3,000 trips or so that you count. Mrs. Raymond stated she was going to say the average is a good 3 to 4 people on a bus, but like she says, it will go up and it will go down depending. They do a dispatch and they do a manifest so that they are doing it in a circle so that they can coordinate for productivity and efficiency. Mark stated to shake it all down, you have 3,000 or so trips with an average of 3 or 4 passengers per trip, correct. Mrs. Raymond stated on the bus at one time. The buses do not count the driver as a trip. The driver doesn't count as a trip.

Chairman Mosca stated in fairness to Ryan (Sommer), he let Ryan go 15 minutes and Mrs. Raymond has gone 15 minutes now. If there are a lot more questions, then he is going to ask her to wait. Since there is only one more question, we will proceed with it.

Jim LeFebvre stated you have 3,000 plus trips right now and you're trying to increase the number of trips, correct. Mrs. Raymond stated correct. Jim stated you're averaging 3 to 4 persons per trip, correct. You are subsidizing a losing operation in trying to increase the amount of trips you are making. Where's the logic in that. Mrs. Raymond asked Jim to explain it better. Jim stated you have 3,000 trips, 3 or 4 people per trip, you are now trying to increase the number of trips. Do you have any indication that that will increase the number of riders or is it going to be 3 or 4 riders per trip. Mrs. Raymond stated it will increase the number of riders. Each rider going one way is considered a trip. Jim stated he didn't think she was understanding his question and he apologized for his inability to make it clear.

Chairman Mosca asked if there were any further questions or comments concerning Tri-County Community Action - Blue Loon Bus. There being none, Chairman thanked Mrs. Raymond for her presentation and for coming in.

NORTH CONWAY COMMUNITY CENTER

-continued-

Chairman Mosca stated to Ryan Sommer that he was sorry that he had to cut him off earlier, but that was what he told everybody that's what he was going to do. He stuck to his word.

Mary Seavey stated she didn't have a question, she just had a comment. Her comment is that in addressing the North Conway Water Precinct, North Conway is the biggest taxpayers in Conway. The assessment for the property in North Conway as far as taxes coming in, the biggest part of the taxes come in from North Conway. It's a given fact. Chairman Mosca stated he was just stating what's in the legislation. He was not arguing the point on that, he was just stating what the legislation says. Mrs. Seavey stated she wasn't arguing his point either, but she thought there was a compliment that both the Conway Rec and the North Conway Rec are complimentary to each other.

Mary Seavey further stated that the Conway Rec, being a Conway girl, love Conway, the Conway Rec takes in the residents of Conway for the most part. The Community Center in North Conway is not only open to Conway residents, North Conway residents, Jackson residents, anybody in the Valley plus all of our visitors and it plays a very important role in this community and what comes into this community for monies from tourism and everything. She thought to hit the North Conway Community Center is a mistake. Point made.

Chairman Mosca asked is the business community donated money to the North Conway Community Center. Mary Seavey stated they've donated it in taxes and that's what she's going for, she's not going to donating money. She didn't care about donations, they are donated in taxes. Point made. That's all she has to say.

Pat Kittle stated when he looks at the numbers and what is budgeted for the Rec Department, this coming year is \$375,000.00 for Conway and he guessed his point is simply that we're getting a lot of bang for our buck for \$75,000.00 with the North Conway Community Center as well. He just wanted to point that out. It is a lot of money, but it's a lot less than what we pay in money and funds through the Town Budget for the Conway Rec Department.

Chairman Mosca stated he thought people were missing the point. It's the Town of Conway; North Conway, East Conway, Center Conway, Redstone, they are all part of Conway. The people from North Conway can just as easy go to the Community Center as the people using the Community Center can go up to North Conway. We are all one town. It's not 5 separate towns; we may have different districts, but it's all one giant town. Right now we are funding two Rec Programs for one town and it's been something he's had issues with since he's been on the Board and he will continue to have issues with because he thought it's duplicity and didn't think we should be doing it. That's his personal opinion.

John Colbath stated his follow up was on Terry's (McCarthy) question about RSVP. Of the \$75,000.00, does any of that go to support the RSVP Program. Mr. Sommer stated no.

Bill Marvel stated you say roughly 10% or as much as 10% of your patronage is not from Conway. Mr. Sommer stated that's correct. Bill stated he doesn't see contributions from towns other than Conway. Mr. Sommer stated they charge non-residents a different rate. Their Summer Camp for non-residents or non-Conway taxpayers is \$460.00 instead of \$410.00. He charges a higher rate for the fact they are non-taxpayers. Bill stated so you don't have a separate category for other town funding because of that. Mr. Sommer stated that's correct.

Mark Hounsell stated he just wanted to make it clear that he was not slamming the North Conway Community Center. He believes they are an excellent organization and he particularly likes their Tackle Football Program, but this is not anything to do with whether or not they do a good job or who they serve. It has to do with money and what we're looking at as it pertains to the Summer Program, the Town of Conway's Program can be done for about 50% of the North Conway Summer Program. Those are the numbers. Additionally, he realizes and he wanted to make sure that Mary (Seavey) told Maureen (Seavey) this, that the fact is that we are going towards taxpayers contributing more than \$75,000.00 because of the abatement that will be expected and probably forthcoming on the new \$1.5 Million building. He wants those numbers out there. He wants people to realize that's real and there doesn't have to be any spin to it about North Conway versus Conway, it's just that those are real numbers. Conway does the Summer Program for about 50% of the cost and we're going to be spending more than \$75,000.00 as taxpayers should this go through. He was just pointing that out.

Jim LeFebvre stated the \$16,000.00 plus or minus that you currently have for an abatement on your current property is based on the property value of what, sir. Mr. Sommer stated it's based on the property value of the old facility. Jim asked which is. Mr. Sommer stated the one that was built in 1950. Jim asked what was the value. Mr. Sommer stated he thought the book value was \$413,000.00, ball park range, as well as it's based on the value of the roughly 2 acres of land that the Community Center owns.

Jim LeFebvre stated now the new property is valued at \$1.5 Million, on what sort of acreage. Mr. Sommer stated the new building is not moved off of property. It has gone to the other corner of the property itself. Jim stated the new building is valued at \$1.5 Million. Mr. Sommer stated yes. Jim stated so if we assume the same rate of abatement, we're looking at \$16,000.00 for \$440,000.00, correct. Mr. Sommer stated plus the land. Jim stated let's say the land is worth another \$400,000.00, so that's \$840,000.00 and the \$1.5 Million is roughly twice that, so we are looking at possibly the abatement going up by double; double of the current of \$16,000.00 so it would be \$32,000.00 plus the \$16,000.00 or \$48,000.00, if that rate of abatement is continued.

Chairman Mosca stated the property is worth a lot less than the buildings. Jim LeFebvre stated of course it is. Chairman stated it's going to almost

quadruple because the building that was there is still there, so you're going to have the abatement on that building at \$16,000.00 plus \$32,000.00 at least. It's going to almost quadruple.

Mark Hounsell stated the only reason he pointed that out was because when it gets around to voting on recommendations which is what our purpose is, we can do so with these considerations for the voters to decide. We can't decide the issue of abatements, that's the Selectmen's responsibility, but the fact of the matter is that if this Article passes, it's going to cost the taxpayers more than \$75,000.00. Frank McCarthy stated it's going to cost more than \$115,000.00.

Chairman Mosca asked if there were any further questions of Ryan (Sommer) as we have kept him long enough. There being none, Chairman thanked Mr. Sommer for his patience and for staying with the Committee this evening. We appreciate it. Mr. Sommer stated you're welcome.

#### NEW BUSINESS

**Doug Swett moved, seconded by Jim LeFebvre, to request the Selectmen to purchase 8 portable microphones. MOTION TABLED.**

Doug Swett stated there is no other way you can have them. He asked for two weeks and we had them for one week. Years before we get them for one week and then they're gone. Let's get our own. He heard everything tonight, but there are people here that didn't and it's not right.

Chairman stated the motion is to request that the Selectmen purchase portable microphones for the Budget Committee so that when we have our meetings here, we will always have microphones and we are not at the will or the whim of the School Board or whomever to set them up. Doug Swett stated we will need at least 8.

Bill Marvel asked who is going to take care of them and whose going to set them up.

Mark Hounsell stated might it be better that he convey back that the School has a building that has meetings and to please put those microphones out every time. Chairman Mosca stated he thought that would be better if we can get it done. Mark stated instead of spending money on stuff that we already have.

Doug Swett stated he didn't believe it was possible. For 4 years we have tried this and he didn't think they had the capability of getting them here. Chairman Mosca stated they are here, just in that room that we don't have access to them. Doug stated nice and they're ours, but we can't use them. Mark Hounsell stated we can, they were out the other night.

Mark Hounsell stated Point of Order. Are we in New Business, what the heck. Danielle Santuccio stated we don't even have any business on the Agenda. Chairman Mosca stated it is on the Agenda, it would be under New Business and he will allow it.

Peter Donohoe asked what the cost was to buy them. He didn't know; are we talking \$100.00 or \$1,000.00. Chairman Mosca stated he had no idea, but he would guess probably a couple of thousand dollars. Danielle Santuccio stated we should maybe know that first.

Chairman Mosca stated we still have motion that was made and seconded. Unless the motion is rescinded, we will have to vote.

Dick Klement stated if we approach the Superintendent to have the Custodian who is here every time we are here to open that up for us and when we leave to close it up. He's here until Midnight. It's not something that Kevin Richard has to come out and lay down each microphone, the Custodian could do that just as well.

Chairman Mosca stated again he thought that was something that we ask Mark (Hounsell) to bring back to the School Board, but there is a motion on the floor still.

Frank McCarthy asked if we were still discussing the motion. Chairman Mosca stated yes. Frank stated he agreed because Dr. Nelson was the one who promised that he would do that. He's not here any more. Maybe if we talk to the new guy and said "hey look, we need those things" and see what happens.

Mark Hounsell stated Mr. Swett laid down a pretty good challenge that he didn't think Mark could do it, he bets he can. (laughter)

Chairman Mosca asked if the members wanted to rescind the motion or do they want to vote on the motion.

**Mark Hounsell moved, seconded by Vice Chairman Danielle Santuccio, to table Mr. Swett's motion until the next meeting. In favor: 15; Opposed: 0; Abstain: 1 - Doug Swett.**

Chairman Mosca reminded the members that next Thursday night could potentially be a long night with both the Town's and School's Warrant Articles and Budgets. Chairman suggested to the members that they be prepared to vote on the Non-Profits and the Precinct Budgets after the Public Hearing on Wednesday, February 10, 2016 just to get those done and then Thursday evening we would have the School Warrant and the Town Warrant. Chairman asked how the members felt about doing it that way and he thought we could get those out of the way fairly quickly if we do that. If we want to do that, he will need to change the Agenda to add that on after the Public Hearing that we will be doing that in case anybody is interested in coming to hear what we have to say. The sense of the Board is that we do that, so that's what we are going to do.

Mark Hounsell asked where the meeting on the 11<sup>th</sup> was going to be held, here (Middle School) or the Police Station. Chairman Mosca stated everything is here this year except for the Public Hearing which is at the High School and obviously the Deliberative is at the High School.

Chairman Mosca stated with that in mind, he was going to change the notice for the meeting to say that we are actually going to vote on the Non-Profits and the Precincts next Wednesday after the Public Hearing and then everything else would be done on Thursday.

Peter Donohoe stated from what Chairman Mosca just said, was he to understand that the members are to vote on the School Budgets first and then the Town Budgets. Chairman stated however they come up. The School Warrant is about one-third of the size of the Town, although it may take longer to do the School than the Town, we can decide that ourselves on Thursday.

Chairman Mosca stated the Public Hearing is next Wednesday, February 10, 2016 at the High School and on Thursday, February 11, 2016 we will be meeting here at the Middle School. The Public Hearing starts at 6:00 PM on Wednesday starting with the Precincts, the Town at 6:30 PM and it says the School is at 7:00 PM which is never going to start that early. The Precincts will be done by 6:05 PM so we will have to wait for 25 minutes before we can start the Town. Unfortunately, that's the way the notice went out. On Thursday, we will start at 6:30 PM.

**Jim LeFebvre moved, seconded by Doug Swett, to adjourn the meeting at 8:30 PM. Motion carried unanimously.**

Respectfully Submitted,

Iris A. Bowden, Recording Secretary