

Advisory Budget Committee

Minutes

November 8, 2022

This meeting was at the Barrington Town Hall with remote participation available.

Members Present: Steve Saunders (virtual), Peter Royce, Michael Houst, Scott Shephard, and John Morris

Alternate Members Present: Bill Irving

Others Present: Conner MacIver, Dannen Mannschreck (Select Board liaison), Jessica Tennis (Recreation Director, virtual), Susan Gaudiello (Library Trustee Chair), Amy Inglis (Library Processor), and Susan Frankel (Library Trustee)

Peter Royce called the meeting to order at 4:30pm.

Peter Royce introduced Jessica Tennis and the Recreation budget.

Jessica Tennis explained that the Recreation budget consists of only the wages and benefits of three positions (Director, Assistant Director, and Administrative Assistant).

The group had no further questions. The group thanked Jessica Tennis for her participation.

Peter Royce introduced Susan Gaudiello and the Library budget.

Susan Gaudiello started by introducing herself as the Library Trustee Chair along with Amy Inglis (Library Processor), and Susan Frankel (Library Trustee). The Director recently resigned and the group participating in the meeting is presenting on behalf of the Library.

Susan Gaudiello explained the budget materials which includes an updated summary and narrative. She explained that the largest changes include adjusting the Technology position (40-34 hours) and adjusting the Processor position (27-40 hours). She explained that the Technology position has been vacant and is difficult to fill. They are making changes, including contracting for networking (removing that responsibility from the Technology position). Susan Gaudiello and Amy Inglis discussed the proposed changes to database contracts in order to partially offset the increase for the networking contract.

Scott Shephard shared his appreciation for the Library starting to track the utilization and making data-driven decisions based on utilization.

Amy Inglis explained the challenges in hiring based on the post-COVID 19 labor market. Scott Shephard suggested reevaluating the Technology position grade later in November.

Susan Gaudiello explained that the Library Director position has grown and is more than one person can do. As a result, the Trustees have recommended increasing the Library Processor position to full-time in order to absorb some of the additional duties of the Library Director.

Peter Royce asked if the Library is advertising for the Library Director. Susan Gaudiello explained that they have not yet been successful in hiring a Director, but they have a few finalists.

Susan Gaudiello explained that the Library Trustees intend to bring the new Library Director to grade 11 although the 2022 Wage Study consultant recommended grade 10.

Susan Gaudiello explained that the increase to the contracts budget was for shoveling the walkway at the Library. The group discussed the options and encouraged the Library to consider insurance coverage for outside contractors.

Susan Gaudiello and Amy Inglis explained additional proposed increases to various budget lines with no additional questions.

John Morris asked about the performance measures and requested 2022 data to date which can be prorated for calendar year 2022. Amy Inglis explained that utilization continues to increase post-COVID 19 but she expects it would be a while longer until utilization matches pre-COVID 19 utilization. Scott Shephard asked about demographics of Library card holders. He suggested utilizing a metric which more accurately reflects actual community utilization of the Library.

Michael Houst asked about membership fees for Library cards. The Library delegation explained that it is not legally possible to charge a membership fees.

Susan Gaudiello explained the survey currently being conducted to establish citizen-feedback for a future new Library project.

John Morris asked about the cooperation with the School and how much of the Library time is to provide services to school classes.

Michael Houst asked what three big items the Library plans to spend the \$75,000 warrant article contribution on. Susan Gaudiello explained that a redesign is expected to cost \$45,000. Additionally, there could be engineering costs as well. The Library Trustees want to ensure there is a meaningful contribution on the warrant this year. Steve Saunders agreed.

Peter Royce asked about the cash balance of the Library Foundation. Susan Gaudiello explained they have over \$500,000 in commitments.

The group had no further questions. The group thanked the Library delegation for their participation.

The group had no questions about the Town Clerk/Election budget.

Conner MacIver passed around updated budget binder documents.

Meeting Adjourned at 6:00 pm.

Respectfully submitted by Conner MacIver.