

Budget Committee  
June 10th, 2019  
Meeting Minutes

**Present:**

Joe Caristi, Les Dion, Walter Waring, Thomas Kaempfer, and David Carr.

**Absent:**

Janet Cavanagh

**Others Present:** Town Administrator- Nik Coates, Library Director- Brittany Overton, Library Trustee- Nancy Dowey.

**Call to Order:**

Vice Chair, Dave Carr, called the meeting to order at 6:00 PM.

**Review and Approval of Minutes:**

Motion to continue with the minutes May 13<sup>th</sup> seconded by Tom Kaempfer

Motion to approve minutes from May 20<sup>th</sup> seconded by Walter Waring.

**5 in Favor – 0 Opposed, 1 Abstained.**

**New Business:**

**Tour of the Bristol Community Center and Kelly Park:**

Meeting began at the Community Center. Tour was given by Les Dion (Community Center Director). She showed the main room where there were after school activities, the gymnasium, kitchen and storage. She showed a room that years prior was a nursery school and, as of recently, was revamped as a craft and game area. The committee viewed the preparation of the Marathon and discussed the funding and organization of the event. Les Dion said, donations are split between the community center and two other non-profit organizations. Each organization average \$5,000 – \$12k a piece for funding from the event. Overall it accumulates approximately 30,000 dollars, Les said. She went on to say that, given the scale of the event the distribution of workload is where is benefits. Each organization brings in different volunteers and workforce. The committee described some of the history and small evolutions of the center. Les described her own account of the transformation of the concession stand. She then talked about the history of the property itself. The community center has owned the building since 2012. It was previously owned by the Universal Church of Christ. Facing some renovation estimates the Church decided to sell it to the community center for one dollar.

Les discussed the reach of the Community Center spreading over the Newfound school districts. The Center is funded by multiple communities. Les explained, every town or community benefiting provide what is called, "fair share" funding. Bristol is the biggest funding community as it makes the 38% of the usage. In past, "fair share" provided almost 60% of the budget but to date is closer to 25%. The rest is provided by fundraising, programming, and the annual fund. Ms.Dion covered the community summer program and its three different age brackets. The community center is run by two full time employees

including Les Dion herself and assistant director, Dan McClain. In addition, there are 20–25 part time employees and volunteers. Dave Carr asked if the community center had any reserves for painting and other maintenance and repairs. Les Dion stated money from the annual fund is carried over at the end of the year into the capital funds. In addition, Les Dion spoke of the teen council raising about \$20,000. The community center is looking to do new windows, flooring, and a kitchen that can better serve the growing summer programs. Les then talked about the flexibility in facilities and space. Because the community center connects to surrounding towns they also have access to other school buildings and public facilities. Tom asked how the town appropriations, or 'fair share', are formulated? How do we calculate what each town provides for funds, he asked. Les said, the 'fair share' formula was conceived in the 1950s. It is based on town participant numbers. Dave and Les discussed how to make the 'fair share' formula more understandable and explain it more clearly to the public? Dave expressed that it was important for towns to know the numbers of participants that engage with the center and its effects on funding. The problem with the formula is you do not want it to be threatening. Dave asked what was the biggest source of funding? Les said the Annual fund is the biggest source of funding with the marathon as second best and the biggest event. Programming and holiday activities like Santa's village also provide substantial income. Les then described another responsibility of the Community center is to supervise, organize, and maintain Kelly park and playground. Part of their budget is also put towards this. It gets plenty of use between games and practices. Les said they want more of a park recreation atmosphere – not just an athletic field.

#### **Tour of the Bristol Public Library:**

Library Director, Brittany Overton began the library tour. She introduced Nancy Dowey as Board trustee. Ms. Overton talked about circulation. She said, after Memorial day there is always over 100 a day and that there are a large number of people served with different needs. She explained, what is needed of the staff and what skillsets are needed for the dynamic needs of its patrons. Ms. Overton went over the change technology and its change in library product. She showed the expanding collection of audio books in different age brackets. The Bristol library offers downloadable audio books. Its a convenience for patrons who are commuters she said. It is looking to expand. Ms. Overton detailed how technology is used heavily. Computers, printers, copy machines are additions to the Public Library setting. She said, these are new technology products and services that boost circulation. She said, we don't just offer technology, but provide staff members who can instruct and show patrons how to use that technology. The library is a place where patrons can come in with their own personal devices and be assisted. She pointed out what she called "new learning opportunities". In addition to computers, there was a musical instrument, and a telescope. She talked about gardening programs and its involvement with the farmer's market. Ms. Overton showed a special exhibiting collection from PBS American Creed Documentary. The Library received one of fifty grants issued from the ALA. Ms Overton ended by pointing out that the library had three goals for the next three years. The library planned to launch the strategic plan at some point in the near future. Date TBA. The first point was access: to a broader region, (people that are not able to get to the library) people that can't access library resources right now. Ms. Overton said she wants to construct an online reference chat service. The second point was an adjustment with the setting itself within the library. Ms. Overton said she wanted more sitting space where more patrons could spend more time at the library. The last point Ms. Overton called "innovative communicative techniques". Essentially, she said, we need it to easier for people to find information. She also said she wanted to look at where hours can be extended so there can be a larger access

window. Ms. Overton said it was about "community engagement". Tom finished by saying that what a library provides for the community is substantial in contrast to what it costs the taxpayers.

**Correspondence:**

Committee briefly discussed a plan for a 150 foot cell tower. This would be the first to be built in Bristol. There was private land on a round top- close to Franklin that was being made available. Dave Carr asked about the visibility.

Tom asked about the Applications for the open member position on the Budget Committee. Nik Coates said, depending on number of applicants there will be 30 minutes per interview. It will take place June 24<sup>th</sup> at the town office starting at 4:30pm. Nik said it is the committee's choice alone and it will provide a new person a full one-year term as committee member.

**Old Business:**

There was no old business.

**Member Comments:**

There were no member comments.

**Select Board Comments:**

There were no select board comments.

**Staff Comments:**

There were no staff comments.

**Adjournment:**

Mr. Caristi motioned to adjourn at 7:45 PM, carried by Mr. Waring, the motion passed with all in favor.

The next meeting of the Budget Committee will be July, 2nd 2019 at 6:00 P.M.

Submitted by,

Brett Parennteau