

TOWN OF TUFTONBORO
BOARD OF SELECTMEN
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Selectmen's Work Session
8:30 am - Town Offices

Friday, October 13, 2017

IMPORTANT NOTICE: Official unedited videos of the Selectmen's meetings can be found on the [Town of Tuftonboro's YouTube](https://www.youtube.com/channel/UCCUmJqZvFTS23RMEFSDQzmw) site at: <https://www.youtube.com/channel/UCCUmJqZvFTS23RMEFSDQzmw>.

MINUTES

Present: Chairman Lloyd Wood, Selectman Bill Marcussen, Selectman Chip Albee and Administrative Secretary Karen Koch. Chairman Wood called the meeting to order at 8:35 am and proceeded with the Pledge of Allegiance.

4550 Library

The Selectmen met with Library Trustees (Gordon Hunt, Mary Ann Murray, Paul Matlock) and Librarian Christie Sarles. The Equipment and Furniture line includes a \$3299 increase for a new copier (\$1200 Town; \$2000 Grants/Gifts and Donations.) A \$500 contingency fund was added to Maintenance to cover unanticipated interior expenses. A ten year budget review was shared with the Selectmen. Excluding salaries, there is a \$2059 increase in the Town's portion since 2017. One employee reached the end of the paygrade in 2017 while others will be meeting it in the near future. The 2017 Government Buildings-Outside Maintenance expenditures were reviewed and it was confirmed that the Library septic pumpings are being charged to this line. Additional funds need to be added to this line for septic pumpings in 2018 that will be required before the new septic system is installed. The 2018 warrant article for the Library Capital Reserve Fund will need to be rewritten to account for a new building or building addition.

Motion: Selectman Marcussen moved to approve budget 4550 Library for \$212,328, seconded by Selectman Albee. For discussion, Chairman Wood clarified that this is the gross amount and doesn't reflect the offset from revenue. Vote passed with all in favor. (The Town's portion of the requested budget is \$193,878; Anticipated Revenue Grants/Gifts/Donations \$18,450, for a total requested budget of \$212,328.)

The Selectmen reviewed Town health insurance plan options with Diane Falcey. 2018 rates from HealthTrust are expected 10/17/17. Ms. Falcey will find out further information regarding the Medicare Supplemental Plans (MC3) quoted by HealthTrust. There was discussion about NHIT holiday premium paid to the Town, HRA and FSA plans, expendable trust funds, use of the undesignated fund balance, etc.

The Selectmen will meet 10/16/17 to review the Planning/ZBA, Town Clerk, and Code Officer's budgets. They will meet 10/20/17 at 8:30 am to review the Fire Department and Police Department budgets. Ms. Falcey will split the Legal budget up by department and the budget will be reviewed again by the Selectmen.

At Monday's meeting the Selectmen will discuss putting in placeholders for CIP projects that have carried over from previous years (Repair/rebuilding of Union Wharf and Lake Road drainage and bulkhead). There was discussion regarding the past increase in the "preparation and paving of Town roads" warrant article, moving the road improvement piece back in the budget, use of the warrant article, etc. The Selectmen need to identify how much more they are going to add to the warrant article for CIP to move forward. The Selectmen will discuss, at a later date, the best method to account for the use of the recently received additional highway funds as it is not shown in the Town's budget. Selectman Marcussen moved to approve a proposal with Folsom Design Group for the library septic design for \$1700, seconded by Selectman Albee with all in favor.

At approximately 9:51 am, Selectman Marcussen moved to adjourn, seconded by Selectman Albee with all in favor.
Respectfully submitted, Karen Koch, Administrative Secretary