

**TOWN OF TUFTONBORO  
BUDGET COMMITTEE  
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**BUDGET COMMITTEE MINUTES**

**Wednesday, October 25, 2017  
6:30 p.m. - Town Offices**

**Present:** Chairman Lootens, Bob Theve, Selectmen's Representative Albee, Helen Hartshorn, Gordon Hunt, Guy Pike and Karen Koch. John Libby was absent.

**OPEN MEETING:** After declaring a quorum, Chairman Lootens opened the meeting at 6:30 p.m. and led the Pledge of Allegiance.

**PUBLIC INPUT:** None

**CHAIRMAN'S COMMENTS:** Chairman Lootens shared that Budget Committee meetings are now up on the Town's YouTube site. The Legal budget will need to be revisited. A resident ambulance study was distributed to the Committee for informational purposes.

**APPOINTMENTS/BUDGET REVIEWS:**

4140 Election, Registration, Vital Statistics

Heather Cubbedu presented budget 4140. The main increase is due to three elections in 2018. Online access to vehicle registrations, vital records and dog registrations has been successful.

**Motion:** Bob Theve moved to approve budget 4140 for \$84,528, seconded by Helen Hartshorn. Vote passed 5-1. Guy Pike against.

4240 Building Inspection

Jack Parsons presented budget 4240. Fuel and Office Supplies were reduced. The only increase is in Salary. Education and Dues will be expended in December. Selectmen's Representative Albee explained that if the warrant article for a new vehicle doesn't pass, the Selectmen agreed to find the repair money for the current vehicle.

**Motion:** Helen Hartshorn moved to approve budget 4240 for \$61,597, seconded by Gordon Hunt. Vote passed 5-1. Guy Pike against.

In response to Chairman Lootens, Guy Pike clarified his request for reviewing the Personnel Administration budget before voting for individual budgets that contain salaries. In regards to the Personnel Administration budget, Selectmen's Representative Albee shared that the Selectmen are conducting a healthcare plan comparison in an effort to reduce costs.

**REVIEW/APPROVAL OF MINUTES:** Chairman Lootens called for review and approval of the 10/11/17 minutes.

**Motion:** Gordon Hunt moved to accept the minutes as corrected, seconded by Selectmen's Representative Albee. Vote passed 6-0.

**CORRESPONDENCE:**

Chairman Lootens shared a corrected insert to NHMA's Basic Law of Budgeting 2017 publication.

## **NEW BUSINESS:**

CIP Update: Helen Hartshorn shared that the Library Building plans were presented at the last CIP meeting. The CIP Committee has met with all department heads that had CIP projects for consideration. CIP will now work on prioritizing the projects to present to the Budget Committee. CIP's next meeting is November 8, 2017.

BOS Update: Selectmen's Representative Albee shared the Selectmen reviewed the Ambulance, Emergency Management and Fire Department budgets with Chief Thompson. The Selectmen will be setting the tax rate soon. Although revenue is up, revenue from the sale of Town owned-property is down. He shared that there are some details regarding the sale of Town-owned property that need to be worked out. The Selectmen signed an electric power purchase agreement and an agreement with Spectrum for internet access at the Transfer Station.

## **APPOINTMENTS/BUDGET REVIEWS (con't):**

Chief Thompson presented the following budgets to the Budget Committee:

### 4215 Ambulance (Contract Service)

There was discussion regarding the resident ambulance study. The Town will be in the third year of a three year ambulance service contract in 2018. Ambulance service will go out to bid once the current contract's expiration nears. Chief Thompson explained Tuftonboro's use of the Town ambulance and Stewart's ambulance service.

**Motion:** Bob Theve moved to approve budget 4215 for \$188,036, seconded by Helen Hartshorn. Vote passed 5-1. Guy Pike against as he doesn't see the need for an ambulance contract.

### 4220 Fire

The budget overall increased 1.1% since 2017. Main increases are in Salaries, Apparatus Expense and Fire Responder Team. Chief Thompson has tried to switch telephone service to Spectrum at the Melvin Village Fire Station to reduce costs but has not been successful. Use of dry hydrants, maintenance and equipment were explained.

**Motion:** Helen Hartshorn moved to approve budget 4220 for \$437,617.24, seconded by Gordon Hunt. Vote passed 5-1. Guy Pike against due to salaries being included in the budget and how the overall Fire Department budget is divided.

### 4290 Emergency Management

There is an increase in equipment for four sets of road closure signs, 40 traffic cones and a replacement defib unit. Chief Thompson explained the use of the Grants and Hazardous Mitigation and Generator budget lines.

**Motion:** Bob Theve moved to approve budget 4290 for \$15,630 seconded by Helen Hartshorn. Vote passed 6-0.

**MEETING DATES:** The Budget Committee will meet at 6:30 pm on November 21, 2017 at the Town Offices.

**PUBLIC INPUT:** None

## **ADJOURNMENT:**

**Motion:** On a motion made by Gordon Hunt, seconded by Bob Theve. Vote passed 6-0. Meeting adjourned at 7:47 p.m.

Prepared and submitted by: Karen Koch