

**TOWN OF TUFTONBORO
BUDGET COMMITTEE
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BUDGET COMMITTEE MINUTES
Corrections are in bold and italics.

**Tuesday, November 21, 2017
6:30 p.m. - Town Offices**

[CLICK HERE](#) to watch the official video of this meeting.

https://www.youtube.com/watch?v=DcLXGiHh_Vo&list=PL2euaVLigTV_Gik_AUzqDWv5ZivVyUYXR

Other Town meetings can be found at the Town of Tuftonboro's YouTube at:

<https://www.youtube.com/channel/UCCUmJqZvFTS23RMEFSDQzmw>.

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

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

CHAIRMAN'S COMMENTS: Chairman Lootens shared that Helen Hartshorn prepared a graph of the tax rate breakdown. This as well as some other items will be discussed under correspondence.

APPOINTMENTS/BUDGET REVIEWS:

4520 Parks and Recreation

Gina Lessard presented budget 4520.

01-4520-37-680 Beach-Dock Maintenance: Sections of the docks were repaired this year. Therefore the requested amount is reduced for 2018. There will be additional expenditures for 2017, including painting of the pavilion.

01-4520-20-680 Lifeguards Equipment and Training: New hires currently pay for their own certification training. This makes it difficult to attract lifeguards for employment. Camp Sentinel has offered to help with training of new hires. In the event that this doesn't work out, the Selectmen increased this line to pay for new hires' training expenses.

01-4520-20-390 Town of Wolfeboro: Ms. Lessard agreed with Mr. Hunt that it would be beneficial to ask Wolfeboro to provide a cost summary of the services that they provide for Tuftonboro.

01-4520-33-680 Recreational Areas: There will be additional expenditures submitted for 2017, including a portion of the expense for painting of the pavilion.

Motion: Gordon Hunt moved to approve budget 4520 for \$36,761, seconded by Helen Hartshorn. Vote passed 7-0.

4195 Cemetery

Cemetery Trustees Sue Weeks and Guy Pike presented budget 4195. The 2018 requested budget amount remains unchanged from 2017. It was noted that there are approximately \$2000 in expenditures not yet included on the expenditure report. Additional 2017 expenditures are anticipated including replacement of the Town Offices Cemetery Fence, a survey plan of the Town Offices Cemetery, and emergency tree work at the Morrill Cemetery. If the Town Offices fence is not replaced this year the Trustees will ask the Selectmen to encumber the funds. Sexton 2017 expenditures are low as Mr. Pike acted as interim Sexton without compensation. An **anonymous** donation has been received to cover extensive work needed at the French Cemetery.

Motion: Helen Hartshorn moved to approve budget 4195 for \$19,800, seconded by Bob Theve. Vote passed 6-0. Guy Pike abstained.

4550 Library

Librarian Christie Sarles and Library Trustees Gordon Hunt and Paul Matlock presented budget 4550. Exclusive of salaries, the 2018 budget increased \$2059 (in Town funds) over 2017. Gordon Hunt highlighted two additions including a \$500 contingency fund for unanticipated interior maintenance as well as a much needed copier replacement (Town's portion \$1300, \$2000 in anticipated revenue). It was noted that budget line 01-4550-01-680 Library Budget needs to be renamed with the 2018 anticipated revenue amount. The septic system will be paid for by the Town and is not part of this budget. One employee reached the end of the paygrade in 2017. Others will be reaching a capped salary over the next few years.

Motion: Helen Hartshorn moved to approve budget 4550 for \$212,328, seconded by Bob Theve. Vote passed 6-1. Guy Pike against.

4210 Police

Chief Shagoury presented budget 4210. The 3.3% increase is mostly in salaries and partly in new equipment.

01-4210-23-680 New Equipment: Includes a new solar speed sign that tracks data as well as warns drivers (\$3,300), replacements rifles (\$4,400- possible trade-in value to offset cost), replacement computer and server including IMC install and set up (\$5,000).

Use and expenditures of the crime prevention line was clarified.

Motion: Bob Theve moved to approve budget 4210 for \$391,844, seconded by Gordon Hunt. Vote passed 6-1. Guy Pike against.

4312 Highway

Jim Bean presented budget 4312. As there is not a line item to account for storm damage, many areas in the 2017 Highway budget were cut back to offset for unexpected storm expenses. Mr. Bean included a handout explaining the reasoning for his increased budgeting request for 2018 as well as what is included with winter, summer, spring and fall maintenance. He responded to the Committee regarding sand/salt inventory and alternatives and the following budget lines:

01-4312-23-660 Highway Equipment Maintenance: includes \$7500 to repair and paint the dump body of the new Town truck.

01-4312-40-680 Spring Maintenance: Mr. Bean feels that more money needs to be added as this line has historically gone over the budgeted amount.

01-4312-41-680 Fall Maintenance: Mr. Bean would like to add funds to add gravel to all the dirt roads and to do additional crack sealing.

01-4312-20-680 Summer Maintenance: As there has been so much rain this year, ditch lines need to be cleaned out and reshaped.

01-4312-27-680 Tree Removal: Increase as there are a lot of dead trees that require a bucket truck.

01-4312-29-680 Road Striping: Price typically increases \$200 per year.

01-4312-24-680 Catch Basins: Price typically increases \$200 per year.

01-4312-23-635 Fuel: Although the 2017 expenditure amount is low Mr. Bean doesn't want to chance reducing the amount as there is not a lot of control with fuel prices. Any unused funds will be returned to the Town.

01-4312-25-680 Roadside Mowing: 2017 expenditures are low as there were issues with the mower rental and the amount of work completed overall was reduced to save budget money.

Mr. Bean is not in agreement with the Selectmen's reduced 2018 budget amount and will revisit the budget with them with additional back up documentation. There was discussion about adding contingency funds to offset unanticipated storm expenses.

Motion: Bob Theve moved to table budget 4312, seconded by Guy Pike. Voted passed 7-0. This budget will be revisited by the Budget Committee after Mr. Bean is able to meet with the Selectmen again.

4130 Executive

Selectmen's Representative Albee reported that the Selectmen took money out of Overtime and added a Clerical Assistant to work on Right to Know requests, and to have an additional person to cross train within the office.

Motion: Helen Hartshorn moved to approve budget 4130 for \$99,630, seconded by Gordon Hunt. Vote passed 6-1. Guy Pike against.

4152 Revaluation of Property

Motion: Helen Hartshorn moved to approve budget 4152 for \$46,372, seconded by Bob Theve. Vote passed 7-0.

4153 Legal (revisit)

On 11/6/17, the Selectmen corrected a motion made at the 10/20/17 meeting for budget line 01-4153-01-320. **The Selectmen** corrected **this specific budget line amount** to \$37,700.

In summary, the breakdown of the 4153 budget is as follows:

01-4153-01-320 Legal: \$37,700

01-4153-02-320 Legal Planning: \$2500

01-4153-03-320 Legal ZBA: \$1000

01-4153-04-320 Legal Conservation: \$400

01-4153-05-320 Legal Cemetery: \$600

01-4153-06-320 Legal Trustee of the Trust Fund: \$600

Total budget amount: \$42,800.

There was no need for a revote by the Budget Committee as the **total** budget amount remained unchanged.

REVIEW/APPROVAL OF MINUTES: Chairman Lootens called for review and approval of the 10/25/17 minutes.

Motion: Helen Hartshorn moved to accept the minutes as written, seconded by Gordon Hunt. Vote passed 6-0. John Libby abstained as he was not in attendance.

CORRESPONDENCE:

Helen Hartshorn shared graphs to show the percentage breakdown of the 2017 Tax Rate. (The Town operating budget accounts for 25% of the tax rate.) There was also discussion regarding HB1452 (a bill to modify how towns are assessed for schools).

NEW BUSINESS:

BOS Update: Selectmen's Representative Albee shared that the Selectmen moved health insurance coverage to Anthem for a savings of \$77,965.51. As higher copays will be required, the Selectmen revisited the employee health reimbursement account (HRA) amounts.

CIP Update: Helen Hartshorn shared that CIP met on 11/8/17. A draft report is complete. CIP will present to the Budget Committee on 12/12/17 at the Town House. Based on prior years' spending pattern as a percent of the budget, the 2018 budget is on track to come in at a 7% increase over 2016's actual spending.

MEETING DATES: The November 28, 2017 meeting was cancelled. The Budget Committee will meet at 6:30 pm on December 12, 2017 at the Town House.

PUBLIC INPUT: Max Ledoux shared an update on HB1452.

ADJOURNMENT:

Motion: On a motion made by Bob Theve, seconded by Guy Pike. Vote passed 7-0. Meeting adjourned at 8:10 p.m.

Prepared and submitted by: Karen Koch