

**TOWN OF TUFTONBORO  
BUDGET COMMITTEE  
P.O. Box 98, 240 Middle Road  
Center Tuftonboro, NH 03816  
Telephone: (603) 569-4539 Fax: (603) 569-4328**

**BUDGET COMMITTEE MINUTES**

**Tuesday, December 3, 2019  
6:30 p.m. - Town House**

***Correction in bold & italics.***

**Present:** Chairman Hunt, Vice-Chairman Hartshorn, Bob Theve, Thomas Young, Barry Ennis, Guy Pike, Selectmen's Representative Albee and Karen Koch.

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

**PUBLIC INPUT:** None.

**REVIEW/APPROVAL OF MINUTES:** Bob Theve moved to approve the November 26, 2019 minutes as written, seconded by Tom Young. Vote passed 7-0.

**CHAIRMAN'S COMMENTS:** None.

**BUDGET REVIEWS**

**CIP Report**

Jill Cromwell, CIP Committee Chairman, gave the 2019 CIP Report presentation. (Click [HERE](#) to view the report.) There are 12 recommended projects for 2020 for a total of \$942,000, which is \$71,000 over the projected capital capacity. A lot of the projects that are included are items that have required payments such as the Fire Station bond, ambulance and fire truck payments and road work. These account for approximately \$683,000 of the total capacity, leaving approximately \$259,000 as optional for other projects. The only requests for 2020 that weren't recommended are the Transfer Station message trailer and an addition to the Police Facility Capital Reserve fund. Department planning is improving but she would like to see more projects submitted in advance for future years' planning. The projects for the next three years are projected to bring the Town well over capital capacity. Some projects were split out over more than one year such as the Union Wharf Reconstruction project (2021 & 2022) and the Lake Road culvert was moved up another year to 2023. Even though it wasn't on the schedule for 2020, the Committee recommended buying a police cruiser in 2020 as it was cut last year. This led to changing the cruiser replacement cycle to every other year. The Committee could use some help next year, perhaps from someone on the Budget Committee, with bond planning as far as building projects (i.e. Police Department Facility). Transfer Station weight scales were removed from the plan completely. Ms. Cromwell suggested that an estimated tax rate be presented at Town Meeting that considers the impact for passing of all warrant articles as well as the operating budget.

**4215 AMBULANCE**

Chief Thompson presented this budget which includes a one-year service contract with Stewart's Ambulance. This contract includes 24 hour/365 days year coverage, two people (at least one EMTA and **another** EMTA or paramedic) and for the ambulance to depart from either Wolfeboro or Moultonborough. This budget increased from \$192,480 in 2019 to \$195,174 (a 1.4% increase).

**Motion:** Bob Theve moved to approve \$195,174 for budget 4215, seconded by Vice-Chairman Hartshorn. Vote passed 7-0.

**4612 CONSERVATION**

Steve Wingate presented this budget. Selectmen's Representative Albee shared that approximately 50% of all Town property is conserved through easements, current use, etc. In relation to this, Mr. Wingate pointed out aspects of the 2006 Master Plan Survey that the Conservation Commission strives for with project planning.

**01-4612-05-330 Administrative Assistant:** 2020 request increased from \$5304 in 2019 to \$11,000. This would account for doubling the amount of hours worked for 2020. Although this is a large increase from 2019 to 2020, the requested amount is

similar to what was requested in previous years. Unlike the previous administrative assistant, the new administrative assistant has the time available to clean up and organize old files (permits, easements, old 19 Mile Bay Brook results, etc.). She would also be asked to make conference registrations for members, order supplies, assist two new very active members of the Commission and be move involved in easement monitoring and writing small grant requests.

**01-4612-02-330 Water Monitoring:** This line is expected to be depleted by year end with remaining 2019 invoices.

**01-4612-13-390 Well Water Testing:** There were no 2019 expenditures as one of the new volunteers found ways to do everything normally included in this line for free. The Commission hopes to add involvement with our schools in 2020 as high arsenic in well water is a large concern for child development.

**01-4612-09-330 Acquisitions and Monitoring:** This line includes consultant expenses incurred for acquisitions and monitoring. The actual acquisition expenses are done through warrant articles. Mr. Wingate responded to Vice-Chairman Hartshorn that the large amount spent in 2018 includes consultant expenditures for the acquisition of the Great Meadow. A Mirror Lake property acquisition will be included as a warrant article in 2020.

**Motion:** Vice-Chairman Hartshorn moved to approve \$24,020 for budget 4612, seconded by Tom Young. Vote passed 7-0.

#### **NEW BUSINESS:**

##### **BOS UDPATE:**

Selectmen's Representative Albee gave an update on the budgets that are expected to be ready for the next meeting.

#### **ADJOURNMENT:**

**Motion:** At approximately, 7:32 pm, Bob Theve moved to adjourn, seconded by Vice-Chairman Hartshorn. Vote passed 7-0.

The next Budget Committee meeting is scheduled for 12/10/2019 at the Town Offices.

Prepared and submitted by: Karen Koch