

**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, January 7, 2020
6:30 p.m. - Town Offices**

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

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 December 10, 2019 minutes as presented, seconded by Guy Pike. Vote passed 6-0.

CHAIRMAN'S COMMENTS: None.

BUDGET REVIEWS:

4290 EMERGENCY MANAGEMENT:

Chief Thompson presented this budget. The Selectmen encumbered \$15,000 from the 2019 budget to repair the school generator. (A new generator would cost \$90,000.) Due to this upcoming expense, 2019 expenditures from this budget were kept to a minimum.

01-4290-23-680 Grants & Hazardous Mitigation: Request remained \$4000. The \$4000 that was budgeted in 2019 was not used as the Emergency Operations Plan is being done in-house rather than through a consultant. The Hazardous Mitigation Plan due to be done in 2020 can't be done in-house. An outside organization is required to do the work. Both plans are required to be done every five years.

01-4290-25-680 Generator Maintenance: Request increased from \$1600 to \$2550. Increase includes an additional \$600 as maintenance for all Town generators are now included under this budget line. \$1000 was added for unanticipated repairs that may be required as equipment ages.

01-4290-26-341 Emergency E Line Fire-PD-EMS: This is a new budget line. \$2800 will be required each year by the Town of Tuftonboro (\$1400 for the Police Department and \$1400 for the Fire Department) for improvements to connect radio repeaters to Carroll County Dispatch.

01-4290-24-680 Equipment: Request reduced from \$3830 to \$3213. The Town has 14 defibrillators. Replacement for one defibrillator is included in this budget line each year.

Motion: Vice-Chairman Hartshorn moved to approve budget 4290 for \$18,313, seconded by Bob Theve. Vote passed 6-0.

4194 GEN. GOVT. BLDGS-FIRE DEPARTMENT

Chief Thompson presented the Fire Department section of this budget. Selectmen's Representative Albee shared updates regarding the remaining lines.

01-4194-01-410 Town Office Electric: Minor increases over past years were discussed.

01-4194-01-411 Town Office Heat: Minor increases over past years were discussed.

01-4194-01-730 Town Office Improvements: Request increased from \$2,000 to \$12,575. Increase includes \$11,575 for the remaining Town Offices window replacements. (The remaining window replacements will exclude the windows at the Police Department in anticipation of a new station and exclude the two second floor windows.) 2019 funds were encumbered for exterior painting of the Town Offices (rather than being added to this budget line).

01-4194-03-730 Fire Station Improvements: Request increased from \$3000 to \$6700. \$3700 was added to seal coat the driveways of all three stations.

01-4194-05-630 Transfer Station Maintenance: 2019 overages were explained as additional costs for building repair after the vehicle accident into the building and for painting of the Quonset Hut.

01-4194-07-410 Other Property Maintenance/Improvement: Request decreased from \$5500 to \$2900. Request includes \$500 for electrical work on the Lake Road breaker. 2019 overages were due to the repair to the Copp's Pond platform and cleanup of the 107 Union Wharf property.

Motion: Bob Theve moved to approve budget 4194 for \$128,822, seconded by Vice-Chairman Hartshorn. Vote passed 6-0.

4150 FINANCIAL ADMINISTRATION

Selectmen's Representative Albee presented this budget.

01-4150-13-190 Selectmen's Allowance: This line is for quarterly payments made to the Selectmen for the cost of doing business, going to meetings, etc.

01-4150-30-390 Computer Software Lease and Support: 2019 overage is due to utilizing two online mapping vendors during the transition to a new vendor.

01-4150-41-680 Tax Collector Mortgage Research: This line is for payment to Carroll County Registry for liens, transfer of real estate, etc.

Motion: Vice-Chairman Hartshorn moved to approve budget 4150 for \$131,743, seconded by Guy Pike. Vote passed 6-0.

4313 OTHER HIGHWAYS & STREETS

Selectmen's Representative Albee presented this budget.

01-4313-20-680 Docks & Bridges: This line was reduced from \$11,200 in 2019 to \$2500. (Engineering work was done in 2019 for Union Wharf and Lake Road.) Most of the future expense for the Union Wharf Pier project is expected to be in a warrant article.

Motion: Vice-Chairman Hartshorn moved to approve budget 4313 for \$3500, seconded by Bob Theve. Vote passed 6-0.

4324 SOLID WASTE DISPOSAL

Selectmen's Representative Albee presented this budget. He shared that Clay Gallagher requested an addition to both the Per Diem line as well as to Brush and Stump Grinding. After discussion, the Selectmen agreed to only modify Brush & Stump Grinding.

01-4324-28-390 Brush & Stump Grinding: This line increased from the original request of \$2000 to \$6000 due to disposal costs. Alternatives to brush removal were discussed.

Motion: Guy Pike moved to approve budget 4324 for \$436,441, seconded by Bob Theve. Vote passed 6-0.

4155 PERSONNEL ADMINISTRATION (revisit)

Chairman Hunt revisited this budget as the last meeting's vote resulted in not funding this budget and therefore places a burden on the operating budget as health insurance plans for 2020 are already in effect and other lines items are statutory in nature. He noted that a revote will not be taken until Tom Young is able to be in attendance on 1/21/20. He also explained the Budget Committee's role as an advisory board.

01-4155-01-210 Health Insurance: There was much discussion including the site of service insurance option, the past Thornton Study, the Budget Committee's initial request of the Selectmen to only review insurance plans for 2020 to keep this budget manageable, the recent additional request to pursue employee contribution, phasing into employee contributions such as reduction of the HRA over the next few years, donation of a vacation day's pay from each employee to help offset healthcare costs, creation of an ad hoc committee to study employee compensation, etc. It was agreed that a clear plan needs to be made for what the Budget Committee is requesting before future changes can be considered.

CORRESPONDENCE:

None.

DECEMBER REVENUE:

December revenue was reviewed.

2019 EXPENDITURES:

Selectmen's Representative Albee shared that \$82,047 was encumbered from the Operating Budget, leaving \$126,310.50 remaining less any outstanding invoices. A list of these encumbrances were summarized.

NEW BUSINESS:

*Town of Tuftonboro Budget Committee Meeting
Minutes of Tuesday, January 7, 2020*

BOS UPDATE

Selectmen's Representative Albee shared that the Selectmen are almost done reviewing warrant articles. They are waiting to hear from the Conservation Commission regarding a land transaction and the Board is still in negotiation regarding the police cruiser. One warrant article includes setting aside money for the Police Station. This led to discussion regarding the proposed new police cruiser, potential use of the spare cruiser, etc. There was discussion regarding the recent increase in property taxes and ways to reduce taxes including elimination of the local police department (utilizing State and County Police for coverage instead) as well as selling the two supplemental fire stations.

Vice-Chairman Hartshorn shared drafts of a 2020 Department Operating Budget Detail and 5 year Operating Actual/Budget History.

PUBLIC INPUT:

None.

ADJOURNMENT:

Motion: At approximately, 8:07 pm, Guy Pike moved to adjourn, seconded by Vice-Chairman Hartshorn. Vote passed 6-0.

The next Budget Committee meeting is scheduled for 1/21/2020 at the Town Offices.

Prepared and submitted by: Karen Koch