

**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 21, 2020
6:30 p.m. - Town Offices**

Present: Chairman Hunt, Vice-Chairman Hartshorn, Bob Theve, Barry Ennis, Guy Pike, Thomas Young, 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: Vice-Chairman Hartshorn moved to approve the January 7, 2020 minutes as presented, seconded by Bob Theve. Vote passed 6-0. Tom Young abstained as he didn't attend the 1/7/20 meeting.

CHAIRMAN'S COMMENTS: None.

APPOINTMENTS/BUDGET REVIEWS:

Skip Hurt met with the Budget Committee to represent his petitioned warrant article: **Article 22 (by petition):** *To see if the Town will vote to reclassify a portion of Willand Road, starting at its intersection with NH Route 171, and continuing 2640 feet from a Class VI highway (town-owned, but not maintained) to a Class V highway (town-owned and maintained).*

(Majority vote required)

(Recommended by the Board of Selectmen TBD and the Budget Committee TBD)

Mr. Hurt presented talking points and gave a historical background regarding this road. There was discussion regarding revenue received from vehicle registration and block grants in comparison to the amount spent on road maintenance each year, potential for a betterment assessment, allowance of subdivisions and distribution of building permits on this road, etc. Mr. Hurt estimated that the Town will spend approximately \$7,000 to maintain this ½ mile of road each year. He would like this petitioned warrant article to fall after the Farm Pond Road article on the warrant and would like a unanimous vote from the Budget Committee to support it.

Motion: Guy Pike moved to support the petitioned article, seconded by Vice-Chairman Hartshorn. Vote passed 7-0.

Steve Wingate met with the Committee to represent this warrant article: **Article 16:** *To see if the Town will vote to raise and appropriate the sum of Three Thousand Dollars (\$3,000.00) for costs associated with acquiring a conservation easement on properties abutting Mirror Lake. This article is non-lapsing.*

(Majority vote required)

(Recommended by the Board of Selectmen 3-0 and the Budget Committee TBD)

He presented a letter from the property owners (Lachners) stating their intent to sell a conservation easement to the Town. (A letter of intent was not available when the Selectmen voted on this article.) This warrant article is to cover the reimbursable consultant costs needed to apply for grants in order to purchase the conservation easement. This property is the highest ranked in order to protect water quality in Mirror Lake. Mr. Wingate shared background regarding the importance of water quality, an existing easement on the North side and various grant funding options. There was also discussion regarding the potential to put this funding into the operating budget instead as well as the Town of Wolfeboro's potential involvement with the easement. The maximum amount needed for this warrant article would be \$12,000 in order to get through the application process(es) and any negotiations along the way. (The minimum need would be \$3,000-\$4000 and could be as much as \$9,000-\$12,000 depending on how much grant funding needs to be sought after.)

Motion: Guy Pike moved to table this article until further information is obtained, seconded by Chairman Hunt. Further discussion followed regarding grant funding and timing, the land included within the easement, easement holders, Wolfeboro's potential involvement, consultant fees, Mr. Wingate's wishes for support of the Selectmen and Budget Committee of a \$12,000 warrant article, etc. Vote failed 1-6. Barry Ennis in favor of.

Vice-Chairman Hartshorn moved to increase this article from \$3,000 to \$12,000, seconded by Tom Young. Selectmen's Representative Albee stated the Selectmen's reasoning for reducing the amount of Mr. Wingate's request from \$12,000 to \$3,000 (need for further information including a letter of intent) and his personal concern for the total amount of all warrant articles and the general budget. There was discussion regarding Bob Theve's suggestion to push for Wolfeboro's participation towards the cost of the article. Vote passed 5-2. Barry Ennis and Selectmen's Representative Albee against. Mr. Wingate will be sure to provide any further information forthcoming to the Committee.

4195 CEMETERY (revisit)

01-4195-01-490 Cemetery Maintenance: The Town's liability insurance company paid the Town \$2111.00 in 2019 to repair damages to the French Cemetery that occurred last fall. However the repairs won't be done until 2020. Since the Town received the reimbursement in 2019 and can only expend the money in 2020, the auditors suggested increasing the Cemetery budget by \$2111.00. The Budget Committee increased this line from \$13,000 to \$15,211.

Motion: Vice-Chairman Hartshorn moved to increase budget 4195 to a new total of \$29,961, seconded by Guy Pike. Vote passed 7-0.

4155 PERSONNEL ADMINISTRATION (revisit)

Chairman Hunt revisited this budget in order to have a revote now that a full committee was in attendance. The budget needs to be funded as some line items are statutory in nature and a 2020 health insurance contract is already in effect. Discussion specifically regarding health insurance ensued. It included Guy Pike's suggestion to reduce the overall budget by \$736 in order to still fund the needs of the Town but also call attention to the difference between the Budget Committee's and the Selectmen's recommendation at Town Meeting, some members concern for the cost of health insurance versus other members focus on requiring employee contribution towards healthcare, employer paid caps, the need for future planning, etc.

Motion: Vice-Chairman Hartshorn moved to approve \$632,736 for budget 4155, seconded by Bob Theve for discussion. Vice-Chairman Hartshorn highly recommended that the Committee review the Thornton Report in order to address their concerns regarding employee compensation. Vote passed 5-2. Guy Pike and Barry Ennis against.

CORRESPONDENCE:

The Transfer Station's avoided costs and revenue were reviewed. Vice-Chairman Hartshorn inquired as to why Tuftonboro hasn't worked with the recently purchased paper pulp mill in Maine for mixed paper recycling. Selectman Wood shared that the mill won't be retooled for another year and Selectmen's Representative Albee responded that Tuftonboro works with a consortium of towns for recycling rather than individually. Vice-Chairman Hartshorn expressed her concern to see more of a balance between ecological concerns and financial concerns in regards to recycling.

2020 ESTIMATED REVENUE:

Selectmen's Representative Albee reviewed each line of 2020 estimated revenue in comparison to 2019. 2020 estimated revenue totals \$1,261,900 with the \$5,000 contingency. The amount remaining in the undesignated fund balance is \$967,554.

2020 BUDGET:

A comprehensive 2020 budget (MS-737) showing the Selectmen's and Budget Committee's votes to date was reviewed.

2020 WARRANT ARTICLES:

Selectmen's Representative Albee read aloud each of the following warrant articles and provided any necessary background.

Article 02: *To see if the Town will vote to raise and appropriate the sum of Sixty Thousand Dollars (\$60,000.00) to purchase and equip a new Police Cruiser.*

(Majority vote required)

(Recommended by the Board of Selectmen 2-1 and the Budget Committee TBD)

This is to replace a vehicle that was due for replacement last year. Chief Shagoury would like to keep the old vehicle as a spare. Many in the group agreed with Vice-Chairman Hartshorn and don't support keeping a spare vehicle. Discussion followed. In response to Guy Pike, Selectman Wood shared his reasoning for voting against this article (lack of mileage put on the cruisers in the last 14 months and his preference to use the funds to complete the Police Study and add to the Police Facility Capital Reserve Fund instead).

Motion: Tom Young moved to accept this warrant article, seconded by Bob Theve. Vote passed 4-3. Guy Pike, Barry Ennis and Vice-Chairman Hartshorn against.

Article 03: *To see if the Town will vote to raise and appropriate the sum of Two Hundred Ninety Thousand Dollars (\$290,000.00) for the preparation and paving of Town Roads.*

(Majority vote required)

(Recommended by the Board of Selectmen 3-0 and the Budget Committee TBD)

2020 paving will include Northline Road and the upper section of Dame Road.

Motion: Vice-Chairman Hartshorn moved to accept this warrant article, seconded by Guy Pike. Vote passed 7-0.

Article 04: *To see if the Town will vote to raise and appropriate the sum of Thirty Four Thousand Dollars (\$34,000.00) to make roadway drainage improvements on Federal Corner Road, Ledge Hill Road and Shirley Way. The full amount will come from Municipal Aid.*

(Majority vote required)

(Recommended by the Board of Selectmen 3-0 and the Budget Committee TBD)

Engineering reports were done for Federal Corner Road and Ledge Hill Road. A report was provided by the residents of Shirley Way.

Motion: Guy Pike moved to accept this warrant article, seconded by Bob Theve. Vote passed 7-0.

Article 05: *To see if the Town will vote to raise and appropriate the sum of Thirty Four Thousand Dollars (\$34,000.00) for the second and final phase of the 19 Mile Bay Beach Improvement Project.*

(Majority vote required)

(Recommended by the Board of Selectmen 3-0 and the Budget Committee TBD)

This amount is based on a firm quote presented by G.W. Brooks to complete this project.

Motion: Tom Young moved to accept this warrant article, seconded by Vice-Chairman Hartshorn. Vote passed 7-0.

Article 06: *To see if the Town will vote to raise and appropriate the sum of Twenty-Four Thousand Dollars (\$24,000.00) to purchase a new Trash Compactor for the Transfer Station.*

(Majority vote required)

(Recommended by the Board of Selectmen 3-0 and the Budget Committee TBD)

This article is to replace a failing compactor.

Motion: Tom Young moved to accept this warrant article, seconded by Bob Theve. Vote passed 7-0.

Article 07: *To see if the Town will vote to raise and appropriate the sum of Eleven Thousand Seven Hundred Fifty Dollars (\$11,750.00) to purchase a vertical baler for the Transfer Station.*

(Majority vote required)

(Recommended by the Board of Selectmen 3-0 and the Budget Committee TBD)

This article is to replace an aged baler that was installed when the building was built.

Motion: Vice-Chairman Hartshorn moved to accept this warrant article, seconded by Guy Pike. Vote passed 7-0.

Article 08: *To see if the Town will vote to raise and appropriate the sum of One Hundred Twenty-Four Thousand Six Hundred Twenty-Five Dollars (\$124,625.00) to pay a third installment toward the fire truck acquired in 2018 as approved by voters pursuant to Article 6 of the 2018 Town Meeting. The principal amount is \$111,843.00 and the interest is \$12,782.00. This five year lease agreement contains an escape clause.*

(Majority vote required)

(Recommended by the Board of Selectmen 3-0 and the Budget Committee TBD)

Motion: Vice-Chairman Hartshorn moved to accept this warrant article, seconded by Bob Theve. Vote passed 7-0.

Article 09: *To see if the Town will vote to raise and appropriate the sum of Eighty-Nine Thousand Three Hundred Eighteen Dollars (\$89,318.00) to pay a fifth and final installment toward the ambulance vehicle and rescue truck acquired in 2016 as approved by voters pursuant to Articles 6 and 7 of the 2016 Town Meeting. The principal amount is \$87,105.00 and the interest is \$2213.00. This five year lease agreement contains an escape clause.*

(Majority vote required)

(Recommended by the Board of Selectmen 3-0 and the Budget Committee TBD)

Motion: Vice-Chairman Hartshorn moved to accept this warrant article, seconded by Tom Young. Vote passed 7-0.

Article 10: *To see if the Town will vote to raise and appropriate the sum of Twenty Thousand Dollars (\$20,000.00) to be deposited to the previously established Milfoil Expendable Trust Fund.*

(Majority vote required)

(Recommended by the Board of Selectmen 3-0 and the Budget Committee TBD)

The amount needed for the milfoil contract can vary from year to year. Rather than budgeting for this item, the Selectmen agreed to set aside the maximum amount that may be necessary in an expendable trust fund.

Motion: Vice-Chairman Hartshorn moved to accept this warrant article, seconded by Tom Young. Vote passed 7-0.

Article 11: *To see if the Town will vote to raise and appropriate the sum of Twenty-Seven Thousand Dollars (\$27,000.00) to be added to the previously established Fire/Rescue Department SCBA (Self Contained Breathing Apparatus) Equipment Capital Reserve Fund. The full amount (\$27,000.00) will come from the Unassigned Fund Balance.*

(Majority vote required)

(Recommended by the Board of Selectmen 3-0 and the Budget Committee TBD)

The Selectmen voted on the amount for this article but not the wording. Selectmen's Representative Albee expressed his disagreement with funding coming from the unassigned fund balance.

Motion: Bob Theve moved to table this vote until the wording is reviewed by the Selectmen, seconded by Tom Young. Vote passed 7-0.

Article 12: *To see if the Town will vote to raise and appropriate the sum of Fourteen Thousand Dollars (\$14,000.00) to purchase two Town sanders.*

(Majority vote required)

(Recommended by the Board of Selectmen 3-0 and the Budget Committee TBD)

Motion: Vice-Chairman Hartshorn moved to accept this warrant article, seconded by Bob Theve. Vote passed 6-1. Guy Pike opposed.

Article 13: *To see if the Town will vote to raise and appropriate the sum of Fifty-Four Thousand Dollars (\$54,000.00) for development of architectural plans and costs of a new Police Facility.*

(Majority vote required)

(Recommended by the Board of Selectmen 3-0 and the Budget Committee TBD)

This will bring the Town to the point to be able to put this project out to bid in 2021 (assuming there is Town approval to build the facility). A presentation will be done at the 2020 Town Meeting to obtain public input.

Motion: Bob Theve moved to accept this warrant article, seconded by Tom Young. Vote passed 6-1. Barry Ennis opposed.

Article 14: *To see if the Town will vote to raise and appropriate the sum of One Hundred Fifty Thousand Dollars (\$150,000.00) to be added to the previously established Police Facility Capital Reserve Fund.*

(Majority vote required)

(Recommended by the Board of Selectmen 3-0 and the Budget Committee TBD)

Selectmen's Representative Albee shared that the \$150,000 would be a more realistic number to set aside towards a police building than the smaller increments that have been done previously. He also feels that this amount is justified as the 2020 warrant articles gross amount is only \$10,000 apart from 2019.

Motion: Bob Theve moved to accept this warrant article, seconded by Tom Young. Discussion followed regarding the building size and construction. Vote passed 6-1. Barry Ennis opposed.

Article 15: *To see if the Town will vote to raise and appropriate the sum of Five Thousand Dollars (\$5,000.00) to update perambulation reports (town lines) with Moultonborough, Wolfeboro and Ossipee. This article is non-lapsing.*

(Majority vote required)

(Recommended by the Board of Selectmen 3-0 and the Budget Committee TBD)

This is to get the perambulations done with GPS mapping. Perambulations are supposed to be done every 7 years and these are all over 10 years old.

Motion: Vice-Chairman Hartshorn moved to accept this warrant article, seconded by Guy Pike. Vote passed 7-0.

Article 17: *To see if the Town will vote to raise and appropriate the sum of XXX Dollars (\$TBD) for repairs to Union Wharf.*

(Majority vote required)

(Recommended by the Board of Selectmen TBD and the Budget Committee TBD)

The Budget Committee will wait to vote as a dollar amount is not yet designated for this project.

Article 18: *To see if the Town will vote to disestablish the Library Capital Reserve Fund and place any remaining balance into the Town's general fund.*

(Majority vote required)

(TBD by the Board of Selectmen.)

Motion: Vice-Chairman Hartshorn moved to accept this warrant article, seconded by Bob Theve. Vote passed 7-0.

Article 19: *To see if the Town will vote to establish an Expendable Trust Fund pursuant to RSA 31:19-a, to be known as the 19 Mile Brook Expendable Trust Fund, for the purpose of monitoring water quality in 19 Mile Brook all the way to 19 Mile Bay, and to raise and appropriate the sum of Twenty Thousand Dollars (\$20,000.00) to be placed into this fund; further, to appoint the Board of Selectmen as agents to expend both principal and interest from this Fund.*

(Majority vote required)

(Recommended by the Board of Selectmen 3-0 and the Budget Committee TBD)

This 2020 article is for work to be done in addition to the work completed in 2019.

Motion: Bob Theve moved to accept this warrant article, seconded by Guy Pike. Vote passed 7-0.

Article 20: *To see if the Town will vote to establish a contingency fund for the current year for unanticipated expenses that may arise and further to raise and appropriate Five Thousand Dollars (\$5,000.00) to put in the fund. Said sum to come from the Unassigned Fund Balance. Any appropriation left in the fund at year end will lapse into the general fund.*

(Majority vote required)

(Recommended by the Board of Selectmen 3-0 and the Budget Committee TBD)

Motion: Bob Theve moved to accept this warrant article, seconded by Vice-Chairman Hartshorn. Vote passed 7-0.

The Budget Committee will vote on article #21 regarding the proposed budget after the public hearing.

Selectmen's Representative Albee and Karen Koch responded to Guy Pike in regards to moving the Willand Road petitioned warrant article's placement on the warrant. Selectmen's Representative Albee shared that the 2020 warrant articles are approximately \$10,668 more than what was requested in 2019 including the \$9,000 that the Budget Committee added to the Mirror Lake Conservation easement warrant article.

OLD BUSINESS:

Selectmen's Representative Albee declined Guy Pike's request to revisit the Highway budget.

PUBLIC INPUT:

None.

ADJOURNMENT:

Motion: At approximately, 8:53 pm, Bob Theve moved to adjourn, seconded by Guy Pike. Vote passed 7-0.

The next Budget Committee meeting is scheduled for 2/4/2020 at 6:00 pm at the Town House followed by the public hearing at 6:30 pm.

Prepared and submitted by: Karen Koch