

TOWN OF TUFTONBORO
BUDGET COMMITTEE
240 Middle Road
Center Tuftonboro, NH 03816

MEETING MINUTES
October 26, 2021

Present: Chairman Gordon Hunt, Vice Chairman Barry Ennis. Members: Selectmen's Rep Chip Albee, Gary Chehames, Penny Hug, Bob Theve. Public: Selectman Guy Pike. Staff: Jane Lemire
Not Present: Member Chris Sawyer

I. Call to Order

Chairman Hunt called the meeting to order at 6:30 p.m.

II. Quorum declared followed by Pledge of Allegiance.

III. Public Input: None.

IV. Approval of 10/5/21 Minutes

A motion to accept the Minutes of October 5, 2021 as presented was made by Ms. Hug and seconded by Vice Chairman Ennis. Motion passed unanimous.

V. Chairman's Comments

Chairman Hunt stated that budget 4290 Emergency Management would be postponed to another time to accommodate Chief Thompson's schedule to report on his two budgets (emergency management and fire department) at the same time. In addition, two additional BOS proposed budgets will be reviewed at today's meeting: 4196 Insurance and 4240 Building Inspection.

VI. Budget Reviews

4290 Emergency Management

Chairman Hunt and the members decided to not vote on account 4290 Emergency Management as they would like to have the department head attend the next budget committee meeting to answer questions.

4152 Revaluation of Property

Chairman Hunt questioned why there were two contracts, one with R.B. Wood and one with Sansoucy. Selectman Albee responded by stating that R.B. Wood appraises property and that Sansoucy does utility property valuation. The group reviewed and discussed line items.

A motion was made by Ms. Hug to accept the 2022 budget for account 4152 Revaluation of Property as suggested by the BOS in the amount of \$48,396.00; seconded by Mr. Chehames. Motion passed unanimous.

4195 Cemeteries

Chairman Hunt asked if there is a current sexton. Selectman Pike responded not at this time but that they want to fill the position. In response to group questions, Selectman Pike stated that not all maintenance and restoration done to date has been finished and/or billed but should be by year-end. Also, they plan to have hydroseed done this year.

A motion was made by Mr. Theve to accept the 2022 budget for account 4195 Cemeteries as suggested by the BOS in the amount of \$29,961.00; seconded by Ms. Hug. Motion passed unanimous.

4312 Highway Department

Chairman Hunt stated that he has been approached by town residents who have asked how the town's billing department handles bills for the highway department and what details are included when bills are submitted? Selectman Albee responded that invoices have listed labor, materials, equipment rental, etc. Equipment is billed hourly when rented from Mr. Bean. The group discussed various billing options and would like to see improvement.

A motion was made by Ms. Hug to accept the 2022 budget for account 4312 Highway Department as suggested by the BOS in the amount of \$655,800.00; seconded by Mr. Theve. Motion passed unanimous.

4520 Parks & Recreation

Selectman Albee pointed out that new in the 2022 budget is a line item for support staff for beach clean-up in the amount of \$2,000.00. The group reviewed and discussed line items.

A motion was made by Mr. Theve to accept the 2022 budget for account 4520 Parks & Recreation as suggested by the BOS in the amount of \$57,967.40; seconded by Vice Chairman Ennis. Motion passed unanimous.

4196 Insurance

Selectman Albee stated that this budget is payroll driven and pointed out that workers' compensation went down by \$1,100.00 from last year.

A motion was made by Ms. Hug to accept the 2022 budget for account 4196 Insurance as suggested by the BOS in the amount of \$78,050.00; seconded by Mr. Chehames. Motion passed unanimous.

4240 Building Inspection

The group reviewed and discussed line items. Selectman Albee stated that although vehicle maintenance was down this year, the same amount was requested as new tires are to be purchased in 2022.

A motion was made by Mr. Chehames to accept the 2022 budget for account 4240 Building Inspection as suggested by the BOS in the amount of \$72,217.00; seconded by Mr. Theves. Motion passed unanimous.

VII. Correspondence

None.

VIII. New Business

A. BOS Update

Selectman Albee stated that the Board of Selectmen received budgets from the fire department and the library which should be ready for the budget committee's next meeting. Also, the police department budget should be forthcoming shortly; they are reviewing final numbers.

B. Other

Ms. Hug suggested that it would be of benefit to the budget committee to see an excel spreadsheet from each department detailing the expenditures. Ms. Hug pointed out that it would be an informative part that will give a clear understanding of department costs. Selectman Albee agreed to request this from one department at this time to see how it develops and if it would in fact be advantageous to the budget committee.

Also, the budget committee would like department heads to attend the meeting when their budget is being reviewed. Secretary Jane Lemire will email the department heads to advise them of their requested attendance when their budget is on the agenda.

IX. Adjournment

There being no further business, a motion was made by Ms. Hug and seconded by Mr. Theve to adjourn the October 26, 2021 meeting. Motion passed unanimous. Meeting adjourned at 7:30 p.m.

*Respectfully submitted by: Jane Lemire, Town of Tuftonboro Budget Committee Secretary
October 29, 2021*