

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

MEETING MINUTES
November 9, 2021

Present: Chairman Gordon Hunt, Vice Chairman Barry Ennis. *Members:* Selectmen's Rep Chip Albee, Gary Chehames, Penny Hug, Chris Sawyer, Bob Theve. *Other Attendees:* Selectman Guy Pike, Fire Chief Adam Thompson. *Staff:* Jane Lemire.

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 10/26/21 Minutes

A motion to accept the Minutes of October 26, 2021 as presented was made by Mr. Theve and seconded by Ms. Hug. Motion passed unanimous.

V. Chairman's Comments: None.

VI. Budget Reviews

4130 Executive

Selectman Albee reported that administrative staff changes as one reason for the \$5,800.00 increase to the 2022 budget. Chairman Hunt and Vice Chairman Ennis asked how many employment steps and grades there are. Selectman Albee responded 14 steps and 20 grades.

A motion was made by Ms. Hug to accept the 2022 Budget for account 4130 Executive as suggested by the BOS in the amount of \$120,038.00; seconded by Mr. Theve. Motion passed unanimous.

4140 Election Registration

Selectman Albee reported that salary line items increased by 4.6%, and one-step increases for the deputy and clerk positions. Also, in 2022 election costs will increase as there will be three elections versus the one election in 2021. Other increases are for postage costs, a new printer, filing cabinet and supplies.

A motion was made by Ms. Hug to accept the 2022 Budget for account 4140 Election Registration as suggested by the BOS in the amount of \$96,879.00; seconded by Ms. Sawyer. Motion passed unanimous.

4220 Fire Department

Chief Thompson attended to review the budget with the group. He distributed detailed line-item reports to review along with the budget. Chief Thompson stated that in 2020 the Fire Department responded to a total of 538 calls. To date in 2021, the department has responded to 543 calls (298 fire calls and 245 medical calls). Chief Thompson stated that the department is having employment issues with night coverage from 9:00 pm – 7:00 am. Of 29 people, only 17 show up on a regular basis. Chief Thompson also discussed new software ESO, at a cost of \$8,364.00. This software will replace 2007 Firehouse software which was bought out. The new software will be cloud based and can send state reports each month. The annual fee will cost \$5,815.00; however, if two more departments can use the software, there would be a fee reduction. Other items discussed were air boat expenses for improvements, engine rebuild cost for engine 4, emergency call response, holiday pay distribution and internet costs.

A motion was made by Mr. Theve to accept the 2022 Budget for account 4220 Fire Department as suggested by the BOS in the amount of \$527,995.00; seconded by Ms. Hug. Motion passed unanimous.

4290 Emergency Management

Chief Thompson reviewed the budget with the group. He went over the generator maintenance line item in detail to explain the increase. The department is no longer using the company Caterpillar for preventative maintenance of the generator, as they charge \$700.00 just for their travel to the department. The new company, The Generator Connection, charges an annual fee of \$770.00 that includes both maintenance and travel. Also, every five years a more extensive maintenance will be done at the cost of \$3,066.00.

A motion was made by Ms. Hug to accept the 2022 Budget for account 4290 Emergency Management as suggested by the BOS in the amount of \$22,246.00; seconded by Mr. Theve. Motion passed unanimous.

4619 Other Conservation

Chairman Hunt asked about the increase to the milfoil control line item. Selectman Albee responded that \$5,000.00 would be put into the capital reserve fund. Vice Chairman Ennis asked what the \$500.00 in forestry service line item was for and Selectman Albee responded that it is not spent but rather to keep the line item open for future needs.

A motion was made by Ms. Hug to accept the 2022 Budget for account 4619 Other Conservation as suggested by the BOS in the amount of \$6,175.00; seconded by Vice Chairman Ennis. Motion passed unanimous.

VII. Correspondence

None.

VIII. New Business

A. BOS Update

Selectman Albee apologized to the group for not having the excel spreadsheet budget detail report done yet but has not forgotten and will have it shortly. He reported that Selectman Marcussen has been working on the budget for the transfer station. Selectman Albee has been working on what warrant articles may be needed. He stated that the police department has asked for another officer. The Selectmen are also pursuing grants. Ms. Hug stated she is aware of a grant for fire department vehicles where help is given in writing the grant. Selectman Albee reported that the tax rate has also been set at \$10.08, which is a reduction from \$10.43 last year.

IX. Adjournment

There being no further a business, a motion was made by Mr. Theve and seconded by Ms. Hug to adjourn the November 9, 2021 meeting. Motion passed unanimous. Meeting adjourned at 8:10 p.m.

*Respectfully submitted by Jane Lemire, Town of Tuftonboro Budget Committee Secretary
November 12, 2021*