

**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 3, 2023**

**Members Present:** Vice Chairman Gary Chehames, Selectmen's Representative Chip Albee, David Dauphinais, Jeff Reisner, Rob Roriston, Chris Sawyer, and secretary Jane Lemire.

**Also Present:** Selectman Guy Pike, Selectman Bob Murray, Adam Thompson, Chief of Fire Department, and Andy Shagoury, Chief of Police.

**Absent:** Chairman Gordon Hunt.

**I. Call to Order**

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

**II. Quorum** declared. Followed by Pledge of Allegiance.

**III. Public Input** – None.

**IV. Review/Approval of December 13, 2022 Minutes**

The minutes of the regular meeting of the budget committees meeting held on December 13, 2022 were reviewed by the committee.

**Motion to accept the Minutes of December 13, 2022 meeting was made by Mr. Roriston and seconded by Ms. Sawyer. Vote passed unanimously 6-0.**

**V. Chairman's Comments**

Vice Chairman Chehames stated that Chairman Hunt was out due to illness and for that reason he would chair this meeting.

**VI. Budget Revisits**

**A. 4220 – Fire Department Revisit**

Selectman Albee and Chief Thompson reviewed the amended budget with the committee. Chief Thompson explained that some expenses included in line item 01-4220-11-110 Full time FD Officer's Allowance had been separated and put into new line items (01-4220-13-110 FD Officer's Allowance and 01-4220-18-110 Training, Overtime & Calls) in the hope of making expenses clearer. Mr. Roriston stated his concern is with a 25% overall increase to hours **and that the Selectmen's adjustment for the budgeted cost reflected the difference in cost from January 1, 2023 through May 1, 2023.** Chief Thompson stated that much of the increase is due to the addition of a new full-time position. It was determined by the committee and confirmed by Chief Thompson that the budget should have a starting date of May 1, 2023 for the new position. The committee then accounted for the additional expenses caused by the new start

date as opposed to the committee previously determining the budget to be based on a start date of July 1, 2023, and accordingly:

***A motion was made by Ms. Roriston to accept the amended 2023 Budget for account 4220 Fire Department, for the amount previously recommended by the BOS in the amount of \$621,505.00; seconded by Mr. Reisner. Vote passed unanimously 6-0.***

B. 4155 – Personnel Administration Revisit

The committee then reviewed the budget previously approved for account 4155- Personnel Administration with respect to impacts based on the changes to account 4220-Fire Department caused by fire department’s new hire to be included in the 2023 budget with a start date of May 1, 2023 versus July 1, 2023, and accordingly:

***A motion was made by Ms. Roriston to reconsideration and re-approve the amended 2023 Budget for account 4115-Personnel Administration in the amount of \$733,820.00; seconded by Selectman Albee. Vote passed unanimously 6-0.***

VII. **Warrant Articles**

The proposed warrant articles A thru H were discussed by the committee. Articles B, C, and H were determined to be not ready for approval as additional information is needed. They will be reviewed at the next regular meeting of the Budget Committee. Articles A, D, E, F, and G were reviewed and approved, as follows:

**Article A:** To see if the Town will vote to raise and appropriate the sum of Two Hundred and Eighty-Seven Thousand and Five Hundred Dollars (\$287,500.00) for the repair and upgrades of Union Wharf. This special warrant article will be a non-lapsing appropriation and will be raised from the Undesignated Fund Balance, no monies to be raised from taxes. This will not lapse until Union Wharf upgrades are completed or by March 2028, whichever is sooner.

***Motion: Mr. Reisner moved to approve Warrant Article A; seconded by Mr. Dauphinais. Vote passed unanimously 6 – 0.***

**Article D:** To see if the Town will vote to raise and appropriate the sum of Fifty Thousand Dollars (\$50,000.00) to be placed into the Police Vehicle Expendable Fund.

***Motion: Ms. Sawyer moved to approve Warrant Article D; seconded by Mr. Reisner. Vote passed unanimously 6 – 0.***

**Article E:** To see if the Town will vote to raise and appropriate the sum of Fourteen Thousand Two Hundred and Fifty Dollars (\$14,250.00) for the purpose of purchasing and installing a stationary generator at the Melvin Village Fire Station.

**Motion:** *Mr. Roriston moved to approve Warrant Article E; seconded by Vice Chairman Chehames. Vote passed unanimously 6 – 0.*

**Article F:** To see if the Town will vote to readopt the Optional Veterans Tax Credit pursuant to the provisions of RSA 72:27, a. The All-Veterans' Tax Credit, must be readopted pursuant to RSA 72:27-a to remain in place and include the expanded eligibility effective April 1, 2023 tax year. The credit amount will remain at Five Hundred dollars (\$500.00) as adopted per RSA 721:28-b in warrant article #23 at the March 14, 2017 Town Meeting.

**Motion:** *Ms. Sawyer moved to approve Warrant Article F; seconded by Mr. Roriston. Vote, passed 5 – 0, with Vice-Chairman Chehames abstaining*

**Article G:** 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.

**Motion:** *Mr. Reisner moved to approve Warrant Article G; seconded by Mr. Roriston. Vote passed unanimously 6 – 0.*

**VIII. Correspondence – None.**

**IX. New Business**

**A. BOS Update**

Selectman Albee stated that at the next budget committee's meeting on January 17, 2023 all the remaining warrant articles will be completed and ready for voting. Presently, the sum of all warrant articles A through H will be approximately \$1.2 million dollars.

**X. Adjournment**

There being no further business, a motion was made by Ms. Sawyer and seconded by Mr. Dauphinais to adjourn the January 3, 2023 meeting.

**Motion passed unanimously. Meeting adjourned at 8:02 p.m.**

*Respectfully submitted by Jane Lemire, Administrative Secretary  
January 6, 2023*

*Town of Tuftonboro Budget Committee  
Meeting Minutes of Tuesday, January 3, 2023*