

**TOWN OF TUFTONBORO  
BUDGET COMMITTEE  
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**BUDGET COMMITTEE**  
*Corrections in bold and italics.*

**Tuesday, December 6, 2016  
6:30 p.m. - Town House**

**MINUTES**

**Present:** Chairman Carla Lootens, Vice-Chairman Steve Brinser, Members Helen Hartshorn, John Libby, Tyler Phillips, Bob Theve, Selectmen's Representative Carolyn Sundquist, and Karen Koch.

**OPEN MEETING:** After declaring a quorum, Chairman Lootens opened the meeting at 6:30 p.m. and led the Pledge of Allegiance.

**CHAIRMAN COMMENTS:** Chairman Lootens stressed to the public and taxpayers that if they have questions regarding the Budget Committee to please contact the Budget Committee directly as she understands that there is some misinformation out in the public.

John Libby arrived at 6:32 pm.

**REVIEW/APPROVAL OF MINUTES:** Chairman Lootens called for review and approval of the November 15, 2016 minutes.

**Motion:** Selectmen's Representative Sundquist moved to accept the minutes as written, seconded by Vice-Chairman Brinser. Vote passed 7-0.

Jill Cromwell, CIP Chair, gave a presentation of the 2017-2026 CIP Report. Ms. Cromwell began the presentation by introducing each of the CIP board members, except John LaPolla as he was absent. She explained the roles and processes of the CIP Committee as well as how capital capacity is derived. The projects unanimously recommended by CIP for 2017 exceed capital capacity by \$131,000. The projects are put into categories, such as obligated loan payments and regularly scheduled items. Additionally, radio replacement and the air filtration system were deemed important for employee health and safety. The Watershed Management Plan (greater grant funding may be available to reduce this amount) and the Lake Road boat ramp were deemed important as they enhance or protect Lake Winnepesaukee. The capital reserves category includes SCBA, Library building and the Police building. In response to Chairman Lootens, Selectman Marcussen responded that the radio replacement was not considered to be handled as a capital reserve as the concern for radios was just brought forward last year. In response to Tyler Phillips, Jill Cromwell provided the method used to determine capital capacity referring to page 6 of the CIP Report. This was followed by discussion about the fire engines, airboat, and homeland security assistance in regards to radio replacement.

**CORRESPONDENCE:** Chairman Lootens shared that she has received a request from Bob McWhirter for her emails from last year and this year. She wanted to let Budget Committee members know as their personal email addresses will be included in this request. Chairman Lootens suggested that members should have a specific email account for town business.

Chairman Lootens shared that Tom Beeler, editor of the Granite State News, asked for some clarifications of salaries in regards to correspondence that he received from Vice-Chairman Brinser. As Chairman Lootens was travelling, she referred the request to Selectmen's Representative Sundquist who answered in her absence.

#### **BUDGET REVIEWS APPOINTMENTS:**

##### 4194 General Government Buildings

There was discussion about the 19 Mile Bay Mowing line being split into two separate lines (19 Mile Mowing & Electric and Davis Field Mowing & Electric), electric costs, Highway building painting, year to date expenditures compared to the 2017 requested budget amounts, survey of cow island, and the tax deeded property auction.

**Motion:** Helen Hartshorn moved to approve budget 4194 General Government Buildings for \$127,717, seconded by Tyler Phillips. Vote passed 7-0.

##### 4711 Long Term Bond and Notes-Principal

Selectmen's Representative Sundquist explained that the Selectmen reduced the principal amount for 2017 because they encumbered what was left over this budget year. There was discussion regarding the ambulance contract and the amortization schedule. There was also discussion regarding use of the Tuftonboro ambulance, mutual aid, etc. Chairman Lootens explained that the ambulance contract terms will be revisited by the Selectmen and Chief Thompson.

**Motion:** Tyler Phillips moved to approve budget 4711 Long Term Bond and Notes-Principal for \$202,338, seconded by Bob Theve. Vote passed 7-0.

##### 4721 Long Term Bond and Notes-Interest

**Motion:** Helen Hartshorn moved to approve budget 4721 Long Term Bond and Notes-Interest for \$50,630, seconded by Vice-Chairman Brinser. Vote passed 7-0.

##### 4155 Personnel Administration

There was discussion regarding the increase in this budget line, increase in town contribution towards retirement, increase in health insurance premiums, decrease in health insurance plan coverage over the years, **lack of any** employee contribution towards health insurance, per capita income, median income, Kaiser Study and the NH Department of Revenue Administration (DRA) completed public total tax rates for 2016 concluding that Tuftonboro has the third lowest total tax rate in the state of NH.

**Motion:** Helen Hartshorn moved to approve budget 4155 Personnel Administration for \$594,033, seconded by Bob Theve. Vote did not pass 3-4. Vice-Chairman Brinser, John Libby, Tyler Phillips and Chairman Lootens opposed. Chairman Lootens explained that she was withholding a yes vote as she would like clarification on unemployment compensation.

**Motion:** Chairman Lootens moved to table budget 4155 Personnel Administration, seconded by John Libby. Vote did not pass **2-5**. Vice-Chairman Brinser, John Libby, Selectmen's Representative Sundquist, **Helen Hartshorn** and Tyler Phillips opposed.

Information regarding unemployment compensation was further discussed. Public input was allowed. Clay Gallagher spoke of the Thornton Study being a correction to get Tuftonboro back to competitive wages as well as shared his opinion that paid benefits are a motivator to keep competitive help. There was discussion regarding municipal benefits in comparison to small business benefits.

**Motion:** Vice Chairman Brinser moved to approve budget 4155 Personnel Administration for \$594,033, seconded by Helen Hartshorn. Vote passed 4-3. Vice-Chairman Brinser, Tyler Phillips and John Libby opposed.

#### 4313 Other Highways and Streets

**Motion:** Tyler Phillips moved to approve budget 4313 Other Highway and Streets for \$5,500, seconded by Vice-Chairman Brinser. Vote passed 7-0.

#### 4324 Solid Waste Disposal

Selectmen's Representative Sundquist revisited budget 4324 Solid Waste Disposal. She explained that the Town does closure monitoring on the landfill. David Allwine, who does the monitoring and testing for the Town, met with the Selectmen at last night's Selectmen's meeting. Selectmen's Representative Sundquist explained that the State is requesting that in 2017-2018 that towns do additional testing at the landfills for Polyfluorinated Compounds (PFCs). The Selectmen added \$1500 to budget 01-4324-25-390 Closure Monitoring for a budget line total of \$9000.

**Motion:** Chairman Lootens moved to approve budget 01-4324-25-390 for \$9000, seconded by Helen Hartshorn. Vote passed 7-0.

There was mention at this point from John Libby to change his vote for budget 4155 Personnel Administration. This will be revisited at the next Budget Committee meeting.

#### 4153 Legal

Selectmen's Representative Sundquist responded to Chairman Lootens revisit of budget 4153 Legal that she believes enough is budgeted to cover the recent Right to Know requests.

#### 4210 Police Department

Vice-Chairman Brinser revisited budget 4210 Police Department. As Chief Thompson offered to **not take his full raise** and that amount was given back by the Selectmen, Vice-Chairman Brinser feels that the same should be done for Chief Shagoury **and restore his full holiday pay**. Budget line 01-4210-16-110 Holiday Pay would be put back to \$12,230. Chief Shagoury answered Chairman Lootens questions regarding the use of dress uniforms. Chief Shagoury also explained that the grant amount for overtime will be reduced and the budget line can therefore be reduced by \$2000, resulting in budget 01-4210-13-141 to be reduced to \$17,499.

**Motion:** Vice-Chairman Brinser moved to approve budget 4210 Police Department for at 379,452, seconded by Bob Theve. Vote passed 7-0.

#### **NEW BUSINESS:**

##### CIP REPORT:

Helen Hartshorn's draft charts for the 2017 budget were shared with the group.

##### BOS UPDATE:

None

#### **MEETING DATES**

The next Budget Committee meeting will be January 3, 2017 at 6:30 pm at the Town Office.

#### **PUBLIC INPUT**

Clay Gallagher, responded to Joe Kowalski's concerns of the connectivity issue at the Transfer Station, letting him know that it is being worked on. Selectmen's Representative Sundquist responded to Mr. Kowalski's, that a previous agreement that was signed with Primex was for property and liability insurance and unemployment compensation, not health insurance, and it was for a three year term in order to keep rates low.

**Motion:** On a motion made by Tyler Phillips, seconded by Vice-Chairman Brinser. Vote passed 7-0. Meeting adjourned at 8:19 p.m.

Prepared and submitted by: Karen Koch