

**TOWN OF TUFTONBORO
BUDGET COMMITTEE
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BUDGET COMMITTEE MINUTES

**Thursday, November 15, 2018
6:30 p.m. - Town House**

Present: Chairman Gordon Hunt, Vice-Chairman Helen Hartshorn, Selectmen's Representative Albee, Bob Theve, Guy Pike, Thomas Young, and Karen Koch. John Libby was absent.

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: Helen Hartshorn moved to approve the October 23, 2018 minutes as written, seconded by Selectmen's Representative Albee. Vote passed 6-0. Referencing page 3 of these minutes, Guy Pike provided corrected revenue estimates that could be used to offset the cost of scales at the Transfer Station. Estimated revenue for all waste coming in over a scale is \$118,098 versus \$1,180,980 and the revenue calculation for just construction debris was corrected as \$43,392 versus \$430,920.

CHAIRMAN COMMENTS: None.

APPOINTMENTS/BUDGET REVIEWS:

4520 PARKS & REC

Gina Lessard presented this budget.

01-4520-10-120 Parks & Rec Program Director: The Aquatics Director salary of \$2,500 has been eliminated and replaced with a part-time Parks and Recreation Director position in 2019 with a salary of \$15,000. Ms. Lessard's term as Director of the Parks and Recreation Commission ends in June 2019 and she will not be renewing her appointment. As the remaining members of the Commission don't have the time to perform all of the duties that Ms. Lessard currently does they felt that the Parks and Recreation Director should become a paid part-time position. Ms. Lessard and Selectmen's Representative Albee spoke of the position, salary, and the potential of the position to be full time. They suggested trying the position for a year to see if it is successful.

01-4520-20-390 Town of Wolfeboro: There was discussion regarding the use and cost of Wolfeboro's facilities and programs.

01-4520-40-680 Lifeguards: Increased from \$5,000 to \$7,500 to add a head lifeguard to take over the former Aquatics Director duties. As it is difficult to find people to fill these positions, full-time employment will be offered in 2019 to help in recruiting applicants. There was discussion about removing lifeguards entirely if positions are not easily filled in 2019.

Motion: Vice-Chairman Hartshorn moved to accept budget 4520 in the amount of \$54,661, seconded by Tom Young. Vote passed 5-1. Guy Pike against.

4210 POLICE DEPARTMENT

Vice-Chairman Hartshorn wished to revisit her vote on the Police Department budget. After consideration she found that she can't support adding two part-time officer positions. The most she would approve for the Police Officer's Salary line is \$207,718.

Motion: Vice-Chairman Hartshorn moved to reconsider the vote on 4210-11-110 Police Department Officer's Salary, seconded by Guy Pike. Vote did not pass 3-3. Selectmen's Representative Albee, Bob Theve, and Chairman Hunt against.

4220 FIRE DEPARTMENT BUDGET (revisit)

Chief Thompson met with the Committee to revisit the fuel portion of this budget (gas, diesel and small engine). Fuel needs to be increased \$3100 to accommodate for anticipated 2019 expenditures.

Motion: Vice-Chairman Hartshorn moved to increase 01-4220-11-635 Fuel to \$11,300 for a total 4220 budget of \$449,208, seconded by Bob Theve. Vote passed 5-1. Guy Pike against. Chief Thompson will provide 2017 fuel estimates for Vice-Chairman Hartshorn's reference.

There are numerous outstanding budgets to come before the Committee. The Selectmen are due to review many budgets at their 11/19/18 meeting that will then come before the Budget Committee on 11/27/18.

4612 CONSERVATION

As Steve Wingate was absent, Selectmen's Representative Albee presented this budget. The budget reduced from \$20,580 to \$16,854. All lines remain unchanged besides Administrative Assistant and Dues. There was discussion regarding the Wolfeboro RIB and the proposal presented by Normandeau for the 19 Mile Brook baseline report. The file review portion will be done this year out of the Conservation Commission budget (\$4,695). The results of this file review are expected by the end of the year. These results will help in creating a warrant article for the remaining components of the proposal that may be necessary. If all steps are necessary the total project cost would be approximately \$45,000. Selectmen's Representative Albee shared that future monitoring for 19 Mile Brook wouldn't be handled through this budget.

01-4612-02-330 Water Monitoring: This line is for monitoring the water quality in our lakes and streams and remains level funded at \$2,500.

01-4612-05-330 Administrative Assistant: Reduced from \$9,080 to \$5,304 based on low 2018 expenditures.

01-4612-09-330 Acquisitions and Monitoring: 2019 request remained level funded. Selectmen's Representative Albee shared that 2018 overages are due to additional monitoring for the landfill seep and that a warrant article will be structured to handle the seep issue.

Motion: Vice-Chairman Hartshorn moved to approve budget 4612 for \$16,854, seconded by Guy Pike. Vote passed 6-0.

4312 HIGHWAY

Jim Bean was absent and unable to present the Highway budget.

NEW BUSINESS: None.

OLD BUSINESS: None.

NEW BUSINESS:

CIP REPORT:

Vice-Chairman Hartshorn shared that CIP would like to present their report to the Budget Committee and Board of Selectmen at the 12/11/18 Budget Committee meeting at the Town House. CIP needs all submissions from the Selectmen in time for their next meeting on 11/28/18.

BOS UPDATE:

Selectmen's Representative Albee shared information regarding the paving study and the effect it could have on CIP projects. The paving study will be readdressed at the next Selectmen's meeting.

NEXT MEETING DATE: November 27, 2018 at the Town Offices.

PUBLIC INPUT: None

ADJOURNMENT: Motion: At 7:20 pm, Bob Theve moved to adjourn, seconded by Vice-Chairman Hartshorn. Vote passed 6-0.

Prepared and submitted by: Karen Koch