

**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

6:30 p.m. – Town House

Tuesday, December 1, 2020

Present: Chairman Gordon Hunt, Bob Theve, Penny Hug, Helen Hartshorn, Barry Ennis, Selectmen’s Representative Chip Albee, Gary Chehames *via telephone*

Call to Order / Open Meeting: Chairman Hunt read the instructions to listen to the meeting via telephone. 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 November 24, 2020 Minutes:

Chairman Hunt made a motion to approve the November 24, 2020 Minutes. Mr. Theve pointed out that in the paragraph regarding approval of minutes, the motion did not state a second approval confirmation. Ms. Hartshorn made a motion to approve the November 24, 2020 Minutes; seconded by Mr. Theve. With that correction, Chairman Hunt made a motion to approve the November 24, 2020 Minutes; seconded by Mr. Theve. A roll call vote followed: B. Ennis – Yes; Selectman Albee – Yes; Ms. Hartshorn – Yes; Mr. Theve – Yes; Ms. Hug – Yes; Mr. Chehames – Yes; Chairman Hunt – Yes.

Chairman’s Comments: None.

CIP Presentation:

Ms. Jill Cromwell, Chair of Capital Improvements Programs, reviewed the CIP report that was distributed to each member with their packet and gave an overall synopsis of what CIP has accomplished. Chair Cromwell went over each item heading throughout the report. Some of the items mentioned were the 2021 projects; future projects; possible grant awards; tax rates and CIP’s ten-year plan amongst other items. Chairman Hunt and budget committee members thanked Chair Cromwell for her presentation.

Budget Reviews:

4215 Ambulance

Chief Adam Thompson reviewed budget and stated that there is a 9% increase for 2021. Chief Thompson stated they contract for a one-year service with NH CPI versus a multi-year contract. Chief Thompson distributed an activity summary, which he reviewed. To date in 2020, twelve (12) people from Tuftonboro were transported at a gross billing of \$27,099.50. Discussion followed on items such as billing and insurance. Mr. Theve made a motion to approve 4215

4215 Ambulance – continued:

Ambulance service in the amount of \$196,931.00; seconded by Ms. Hug. A roll call vote followed: B. Ennis – Yes; Selectman Albee – Yes; Ms. Hartshorn – Yes; Mr. Theve – Yes; Ms. Hug – Yes; Mr. Chehames – Yes; Chairman Hunt – Yes.

4290 Emergency Management

Chief Adam Thompson reviewed the budget. Chief Thompson pointed out that operational expense increased in 2020 due to COVID supplies needed. Additional items were discussed, and questions answered. Ms. Hartshorn made a motion to approve the 4290 Emergency Management budget in the amount of \$21,703.00; seconded by Mr. Theve. A roll call vote followed: B. Ennis – Yes; Selectman Albee – Yes; Ms. Hartshorn – Yes; Mr. Theve – Yes; Ms. Hug – Yes; Mr. Chehames – Yes; Chairman Hunt – Yes.

4612 Conservation

Chairman Steve Wingate reviewed budget and stated the 2021 budget was down from 2020 due in part to COVID interfering with some of the conservation's activities. Chairman Wingate also discussed the environmental study for 19 Mile Brook. They are in the final stages of a proposal for a three-year monitoring plan that will be paid for by the Town of Wolfboro. A budget of \$1,500 was requested to have some flexibility in case of any miscellaneous items that may be needed, such as a consultant. Additional items were discussed, and questions answered. Ms. Hartshorn made a motion to approve the 4612 Conservation budget in the amount of \$19,100.00; seconded by Ms. Hug. A roll call vote followed: B. Ennis – Yes; Selectman Albee – Yes; Ms. Hartshorn – Yes; Mr. Theve – Yes; Ms. Hug – Yes; Mr. Chehames – Yes; Chairman Hunt – Yes.

4520 Parks & Recreation

Dennis Zilembo reviewed budget. Mr. Zilembo stated that due to COVID there were many cancellations in activities for 2020. Due to cancellations, the line item for Town of Wolfboro was adjusted to a billing of \$4,998.00 which left an excess of \$11,663.00 which will be used for multiple improvements. Discussion followed including additional 2021 plans to improve and maintain recreation areas as well as 2021 town events. Mr. Theve made a motion to approve the 4520 Parks & Recreation budget in the amount of \$57,111.00; seconded by Ms. Hug. A roll call vote followed: B. Ennis – Yes; Selectman Albee – Yes; Ms. Hartshorn – Yes; Mr. Theve – Yes; Ms. Hug – Yes; Mr. Chehames – Yes; Chairman Hunt – Yes.

4155 Personnel Administration

Selectman Chip Albee reviewed the budget and discussed line items that had significant change. Discussion and comments followed amongst members. Ms. Hartshorn made a motion to approve the 4155 Personnel Administration budget in the amount of \$633,004.00; seconded by Ms. Hug. A roll call vote followed: B. Ennis – Yes; Selectman Albee – Yes; Ms. Hartshorn – Yes; Mr. Theve – Yes; Ms. Hug – Yes; Mr. Chehames – Yes; Chairman Hunt – Yes.

Correspondence: None.

New Business:

BOS Update

Selectman Albee reported that it is the Selectmen's goal to have all budgets yet to be submitted in by December 16, 2020 for our next budget meeting.

CIP Update

No update due to Chair Jill Cromwell's presentation.

Next Meeting Date: The next meeting of the Budget Committee is scheduled for Wednesday, December 16, 2020 at 6:30 p.m. at the Town House.

Public Input: Public input was given.

Adjournment: Motion: At 8:40 p.m., Ms. Hug made a motion to adjourn, seconded by Mr. Theve. A roll call vote followed: B. Ennis – Yes; Selectman Albee – Yes; Ms. Hartshorn – Yes; Mr. Theve – Yes; Ms. Hug – Yes; Mr. Chehames – Yes; Chairman Hunt – Yes.

Respectfully submitted by Jane Lemire, Administrative Secretary