

**OSSIPEE BUDGET COMMITTEE
MEETING MINUTES
January 24, 2018**

Minutes recorded by and transcribed by Laura Nash, Budget Committee Recording Secretary, amendments are noted by ***bold/italic*** type.

Call to Order: Jonathan Smith called the meeting to order at 6:37 PM.

Attendance by Roll Call: – Jonathan Smith, Donna Gridley, Marie McConarty, Rick Morgan, BOS Rep., and Ellen White, Town Administrator.

Absent: - Joe Goss-Chairman, Lynn Parker, Louise Sutherland, Steve Mosier and Kathleen Maloney,

Meeting Minutes: The minutes of January 3, 2018, Budget Committee meeting were reviewed.

A **Motion** by J. Smith to approve the minutes of 01/03/2018 Budget Committee meeting as presented. D. Gridley seconded. No discussion. A unanimous vote was taken.

New Business:

2018 Proposed Budget Reviews:

Government Buildings & Custodial Services: Rick Morgan informed the Budget Committee that the Board of Selectmen at their 01/22/2018 meeting voted to amend four budgets. Morgan explained the changes to the Conservation Commission, Planning Board, Zoning Board of Adjustments and Selectmen's Office of moving the secretary's wages out of the Selectmen's budget and into the respective budgets.

The Board of Selectmen previously approved and have amended the budgets as follows:

	Previously Approved	Amended Budget
Conservation Commission	\$9,044.25	\$11,800.00

R. Morgan recommends the Budget Committee to approve the changes.

A **Motion** by McConarty to approve the change to \$11,800.00 for secretary's wages and health insurance line items of the Conservation Commissions proposed 2018 Budget. Gridley seconded. No further discussion. A unanimous vote was taken.

	Previously Approved	Amended Budget
Planning Board	\$21,065.00	\$35,634.00

R. Morgan recommends the Budget Committee to approve the changes.

A **Motion** by McConarty to approve the change to \$35,634.00 for secretary's wages and health insurance line items of the Planning Board proposed 2018 Budget. Smith seconded. No further discussion. A unanimous vote was taken.

	Previously Approved	Amended Budget
Zoning Board of Adjustment	\$10,121.00	\$13,489.00

R. Morgan recommends the Budget Committee to approve the changes.

A **Motion** by McConarty to approve the change to \$13,489.00 for secretary's wages and health insurance line items of the Zoning Board of Adjustment proposed 2018 Budget. Smith seconded. No further discussion. A unanimous vote was taken.

	Previously Approved	Amended Budget
Selectmen's Office	\$747,188.00	\$732,273.00

R. Morgan recommends the Budget Committee to approve the changes.

A **Motion** by McConarty to accept the change to \$732,273.00 for secretary's wages and health insurance line items of the Selectmen's Office proposed 2018 Budget. Smith seconded. No further discussion. A unanimous vote was taken.

R. Morgan revised the proposed 2018 operating budget to \$5,871,202.00, compared to 2017's budget of \$5,650,138.00, which is an increase of \$221,064.00 at 3.91%. Morgan noted the majority of the increase is due in part to making the board secretary a full-time position with health insurance benefits. The Tax Collectors office increased by \$25,000.00 in part by taking over the billing and collections for the Water & Sewer department, wages, elections expenses, and select over-time wages.

Revenue Reports: Discussion tabled until January 31, 2018 Budget Committee Meeting.

Warrant Articles: Discussion tabled until January 31, 2018 Budget Committee Meeting.

Year End Figures: Morgan commented the year-end figures are looking good at \$270,908. 85. He has cautioned as long as the expenses don't go crazy, they should be able to lower the tax rate again. Morgan noted the Selectmen are also being very conservative on warrant articles this year as well and noted that they have been able to decrease the tax rate by \$0 .61 per thousand over the past (4) year and wants to continue in that direction.

Capitol Reserve Funds: Morgan noted their looking to establish a Water Capital Reserve Funds and a Sewer Capital Reserve Fund. The Board of Selectmen have suggested starting the funds off with \$15,000.00 each. Morgan explained the system is generating enough revenue to cover general maintenance with some reserve. At the end of each year going forward, the Board of Selectmen will determine how much of that, reserve will be put into the Capital Reserve accounts. But at some point, major repairs will be needed and by establishing, a Capital Reserve Fund at this time will save in the long term.

The Water & Sewer department have been installing new water meters and have found significant leaks in a couple of locations, which have since been repaired. Now they're moving onto the sewer system and have already found several leaks. Two areas have been repaired thus far but will be done during the summer.

Milfoil & Invasive Species Treatment: Morgan informed the Budget Committee the Board of Selectmen increased the milfoil treatment budget from \$10,000.00 to \$20,000.00 because more people are applying for the grants, so the reimbursement money coming from the State is going down. E. White explained it used to be a 40 – 60 split, where the Town would be reimbursed 40% of the cost but now the **Town** is only getting 25% of the cost.

Morgan noted the Town has two cruisers to buy, no highway trucks or equipment, and Capital Reserve Funds for Warrant Articles. Union contract has been negotiated for three years. White still needs to finish final figures. Health insurance contribution was increased and the traditional sick time was transferred over to Earn Time.

Committee discussion about the following potential Warrant Articles coming forth:

1. Children Unlimited for \$3,000.00
2. White Horse Addiction Center – unknown amount

3. EDC for sidewalks
4. EDC for HB3-316, which is a tax reduction on a sliding scale for Industrial and Commercial businesses wanting to establish in Ossipee.

Fire Precinct - Center Ossipee: The 2018 proposed budget

Bob Freeman presented Warrant Article #5 which states:

- Article #5: To see if the voters will raise and appropriate the sum of \$17,500.00 to purchase a new UTV. Funds will come from Fund Balance and no amount will come from taxation. (Recommended by the Commissioners and the Budget Committee, majority vote required.)

Discussion: Freeman explained this will hold water tanks for forest fires and will hold five people.

A **Motion** by J. Smith to approve Article #5: To see if the voters will raise and appropriate the sum of \$17,500.00 to purchase a new UTV for Center Ossipee Fire Precinct. D. Gridley seconded. No discussion. A unanimous vote was taken.

Fire Precinct - West Ossipee:

Greg Howard presented Warrant Article #2 to read as follows:

- Article #2: To see if the precinct will vote to authorize the commissioner's to enter into a long-term lease/purchase agreement in the amount of Two Hundred and Sixty-Five Thousand (\$265,000.00) dollars payable over a term of three (3) years for a New Mini Pumper, and further to raise and appropriate One Hundred Thousand (\$100,000.00) dollars for the down payment on the pumper with this sum to come from the Fire Department Equipment Capital Reserve Fund for that purpose. This article does not contain an escape clause. (2/3 ballot vote required)

Discussion: Greg Howard commented they have to have a public hearing before the Annual Town Meeting, since it's a long-term agreement over one year and down payment of \$100,000.00 is due upon anticipated delivery date of January 2019.

A **Motion** by D. Gridley recommends to approve Warrant Article #2 as written and submitted by Greg Howard of West Ossipee Fire Precinct. R. Morgan seconded. No further discussion. A unanimous vote was taken.

Upcoming Meetings:

Wed., 01/31/2018 - Budget Committee **6:30 PM**

Tues., 02/06/2018 – Warrant Article submission deadline

Fri., 02/09/2018 – Last day to post & publish date of Public Hearing

Fri., 02/16/2018 – Last day to hold Public Hearing on Annual Budget

Wed., 02/21/2018 – Annual Budget to Board of Selectmen deadline (2 copies)

Tues., 03/13/2018 - Town Elections (Voting Day) **Polls open: 10:00am - 7:00pm**

Wed., 03/14/2018 6:30 PM – Ossipee Annual Town Meeting at the Bud Avery Memorial Gymnasium

Any Other Business Which May Come Before This Meeting

E. White recommended to the Budget Committee of holding its public hearing on **Wed., 02/14/2018** on Proposed Budget, Warrant Articles and Petitions. Budget Committee will determine a date at the next meeting on January 31, 2018.

Adjournment:

A **Motion** by J. Smith to adjourn the meeting. D. Gridley seconded. No further discussion. A unanimous vote was taken.

The meeting adjourned at 7:15 p.m.

Next Meeting: **January 31, 2018 @ 6:30 pm**

Minutes approved by majority vote of the Board on – _____
Date

Jonathan Smith
Budget Committee