

**Budget Committee Meeting
Public Hearing – 2018 Municipal Budget
Wednesday, February 14, 2018**

These minutes were recorded by Ellen White, Town Administrator. The meeting was held in the Bub Avery Memorial Gymnasium at Town Hall.

Call to Order:

Chairman Goss called the meeting to order at 6:00 PM.

Goss opened the meeting with the Pledge of Allegiance.

Attendance:

Joseph Goss, Chairman; Donna Gridley; Jonathan Smith; Marie McConarty, Ctr. Ossipee Fire Rep.; Louise Sutherland, West Ossipee Fire Rep.; Lynne Parker, Ossipee Corner Fire Rep.; Sandra "Sam" Martin, Selectmen's Rep.; and Ellen White, Town Administrator. Other attendance from the public are addressed by name in these minutes.

Public Hearing:

Goss requested that all persons wishing to speak state their name and residence, and to also direct all questions through the Chairman.

Goss then started the operating budget review by announcing each budget line-by-line (copy attached), and then moved onto read the warrant articles (copy attached).

Children Unlimited, Inc. – Joann Kelly, Executive Director, was present to review the petitioned warrant article request in the amount of \$3,000. Kelly spoke about Children's Unlimited being the resource center for Carroll County for the past eight years and provided an overview of the program which provides home visits based on referrals given by the Division of Children, Youth and Families, schools, community and Head Start. She also reviewed the statistics for families assisted from the Town of Ossipee which was 17 since 7/1/2017. Kelly provided the financial statements for review. Review and discussion ensued. McConarty made a motion to recommend the request from Children Unlimited, Inc. in the amount of \$3,000. Sutherland seconded. A unanimous vote was taken.

White Horse Addiction Center – Mitch Yeaton, Founder, was present to review the petitioned warrant article request in the amount of \$5,000. Yeaton reviewed the services provided stating 40% of the clients served come from Ossipee. A review of expenditures and funding sources took place. Florence Lemay questioned if any clients are turned away. Yeaton responded that all are welcomed as a guest and are treated with dignity and respect. Robert Freeman noted this as a great service to the Town. Goss stated that the Budget Committee has already made their recommendation on this article.

Brad Harriman, Public Works Director, spoke on the Capital Reserve Funds related to the Water & Sewer System that have been proposed. He stated the although it has not been mandated by NH DES at this time, upgrades to the infrastructure may be required in the near future that could be upwards of \$4-5 million. The proposed Capital Reserve Funds are a great way to start saving toward infrastructure improvements. Martin stated the establishment of these warrant articles has the support of the Selectmen. Smith reviewed research he conducted where only 7% of the Town utilizes the public utilities and if a minimal fee had been assessed to each ratepayer 15 years ago, there would be money raised each year than proposed. He also stated that if the system experiences a catastrophic failure, the Town would be responsible for the repair. Harriman stated that he appreciates the thought process and noted that the leak found on Pine River Road consumed half of the reserve funds to repair this year alone. Gridley stated that she would like to see a plan for the funds.

Joseph Deighan stated the system needs to be run like a business and determination needs to be made as to whether the money is being used correctly. He questioned whether the Department has a deficit or surplus each year. Harriman responded that there is approximately \$88,000 available at the end of each year which is then transferred to the existing Capital Reserve Funds used for system repairs and maintenance. Lynne Parker stated that the repairs completed this year were excellent progress in sustaining the system and the awareness that improvements are needed in the future is present.

Smith reviewed the cost associated with a private well and septic, the cost to have the septic pumped and for electricity to run a well pump.

Condict Billings, Trustee of Trust Funds, stated that there are already two Capital Reserve Funds established and the Town cannot commingle tax dollars to fund the system. He also discussed issues with the current Capital Reserve Funds where there is no purpose stated for their use.

Goss stated the total for warrant articles as recommended is \$754,939. The total for estimated revenues is \$2,596,195. The amount to be raised by taxation is \$4,029,946. Last year's figure was in the amount of \$3,732,001, an increase of \$297,945.

Carl Huddleston, West Ossipee Fire Chief, presented the budget for the West Ossipee Fire Precinct as follows:

Operating Budget	\$353,603
Warrant Articles	<u>20,000</u>
Subtotal	\$373,603
Revenues	<u>32,333</u>
Total	\$372,773 and noted an overall increase of \$388 due primarily to fuel increases

Robert Freeman, Center Ossipee Fire Commissioner, presented the budget for the Center Ossipee Fire Precinct as follows:

Operating Budget	\$409,200
Warrant Articles	20,000
Special Warrant Art.	<u>75,333</u>
Subtotal	\$504,533
Revenues	<u>32,333</u>
Total	\$472,200 and noted an overall increase of \$13,500 due to 8 new members on staff

Jim Spencer, Ossipee Corner Fire Precinct Commissioner, presented the budget for the Ossipee Corner Fire Precinct as follows:

Operating Budget:	\$358,240
Special Warrant Art.	<u>154,000</u>
Subtotal	\$512,240
Revenues	<u>28,400</u>
Total	\$483,840

Spencer stated they will be paying off a loan this year but will be taking the payment amount and putting it in the Capital Reserve Fund to help build it toward future equipment purchases. \$25,000 from surplus will be used to purchase apparatus.

Smith questioned what the tax impact will be on the \$297,945 overall increase in the Town budget. White responded that this has not been estimated.

Goss stated there are openings on the Budget Committee.

Adjournment:

Being no further input, Gridley made a motion to adjourn. Sutherland seconded. A unanimous vote was taken.

The meeting adjourned at 7:48 PM.

Minutes approved by majority vote of the Board on –

5/2/18

Date

Joseph W Goss
Joe Goss, Chairman
Budget Committee

ACCOUNT NAME	2017 Budget	2018 Selectmen	2018 Budget Committee
Conservation Agent	\$ 4,306.00	\$ 4,306.00	\$ 4,306.00
Selectmen's Salary	\$ 16,364.00	\$ 16,364.00	\$ 16,364.00
Town Clerk/Tax Collector	\$ 299,925.00	\$ 325,050.00	\$ 325,050.00
Elections	\$ 3,975.00	\$ 8,450.00	\$ 8,450.00
Voter Registration	\$ 4,826.00	\$ 8,489.00	\$ 8,489.00
Treasurer	\$ 11,030.00	\$ 11,030.00	\$ 11,030.00
Selectmen's Office	\$ 662,611.00	\$ 732,273.00	\$ 732,273.00
Economic Development	\$ 2,500.00	\$ 2,500.00	\$ 2,500.00
Ossipee Lake Dam Authority	\$ 8,126.00	\$ 8,126.00	\$ 8,126.00
Legal	\$ 35,000.00	\$ 35,000.00	\$ 35,000.00
Planning Board	\$ 22,659.00	\$ 35,634.00	\$ 35,634.00
ZBA	\$ 8,149.00	\$ 13,489.00	\$ 13,489.00
Government Buildings	\$ 216,216.00	\$ 225,475.00	\$ 225,475.00
Trustee of Trust Funds	\$ 6,289.00	\$ 6,862.00	\$ 6,862.00
Cemeteries	\$ 36,810.00	\$ 39,310.00	\$ 39,310.00
Insurance	\$ 123,500.00	\$ 124,500.00	\$ 124,500.00
Police Department	\$ 1,125,266.00	\$ 1,156,014.00	\$ 1,156,014.00
Police Special Duty	\$ 25,000.00	\$ 25,000.00	\$ 25,000.00
Dog Officer	\$ 13,829.00	\$ 16,998.00	\$ 16,998.00
Fire Warden	\$ 21,955.00	\$ 21,955.00	\$ 21,955.00
Zoning Officer			
Highway	\$ 1,293,450.00	\$ 1,283,282.00	\$ 1,283,282.00
Public Works Director			
Transfer Station	\$ 439,543.00	\$ 449,700.00	\$ 449,700.00
Outside Agencies			
Appalachian Mtn Teen Project	\$ 1,200.00	\$ -	\$ -
Tri County CAP	\$ 12,000.00	\$ 12,000.00	\$ 12,000.00
Caregivers of S. Carr. Cty	\$ 2,500.00	\$ 2,500.00	\$ 2,500.00
Carroll County Transit	\$ 3,000.00	\$ 3,000.00	\$ 3,000.00
End 68 Hours of Hunger	\$ 5,000.00	\$ 5,000.00	\$ 5,000.00
Freedom Food Pantry	\$ 8,000.00	\$ 8,000.00	\$ 8,000.00
Kingswood Youth Group	\$ 5,000.00	\$ 5,000.00	\$ 5,000.00
Life Bridge - Mentoring	\$ -	\$ -	\$ -
LIFE Ministries	\$ 6,000.00	\$ 6,000.00	\$ 6,000.00
Ossipee Revitalization (Main St)	\$ 5,000.00	\$ 5,000.00	\$ 5,000.00
Medication Bridge	\$ 450.00	\$ -	\$ -
Northern Human Services	\$ 4,425.00	\$ 4,425.00	\$ 4,425.00
OCC	\$ 20,000.00	\$ 20,000.00	\$ 20,000.00
OCC Day Care	\$ 7,000.00	\$ 7,000.00	\$ 7,000.00
Ossipee Children's Fund	\$ 20,000.00	\$ 20,000.00	\$ 20,000.00
Ossipee Historical Society	\$ 4,000.00	\$ 4,000.00	\$ 4,000.00
School's Out Program	\$ 25,000.00	\$ 25,000.00	\$ 25,000.00
Starting Point	\$ 2,596.00	\$ 3,706.00	\$ 3,706.00
White Mountain Comm Health	\$ 3,779.00	\$ 4,360.00	\$ 4,360.00
Central NH VNA & Hospice	\$ 14,000.00	\$ 14,000.00	\$ 14,000.00
Tyler Blain House	\$ 400.00	\$ -	\$ -
Ambulance	\$ 260,420.00	\$ 265,628.00	\$ 265,628.00
Emergency Management	\$ 6,700.00	\$ 6,700.00	\$ 6,700.00
General Assistance	\$ 55,269.00	\$ 55,270.00	\$ 55,270.00
Recreation	\$ 161,912.00	\$ 163,771.00	\$ 163,771.00
Library	\$ 220,895.00	\$ 219,067.00	\$ 219,067.00
Patriotic Purposes	\$ 2,000.00	\$ 2,000.00	\$ 2,000.00
Conservation Commission	\$ 6,569.00	\$ 11,800.00	\$ 11,800.00
Long Term Debt-Principle	\$ -		
Long Term Debt-Interest	\$ -		
Interest on Line of Credit	\$ 10,000.00	\$ 10,000.00	\$ 10,000.00
SUBTOTAL	\$ 5,254,444.00	\$ 5,433,034.00	\$ 5,433,034.00
Water	\$ 205,852.00	\$ 247,805.00	\$ 247,805.00
Sewer	\$ 189,842.00	\$ 190,363.00	\$ 190,363.00
TOTAL	\$ 5,650,138.00	\$ 5,871,202.00	\$ 5,871,202.00

Monetary Warrant Articles - 2018 Town Meeting

Article #	Purpose	Budget		Funding Source
		Selectmen Recommend	Committee Recommend	
Article #	Town Road Repair & Improvements	350,000	350,000	
Article #	Highway Equipment Capital Reserve Fund	30,000	30,000	
Article #	Bridge Repair and/or Replacement Fund	20,000	20,000	
Article #	Sidewalk Expendable Trust Fund	25,000	25,000	
Article #	Police Cruiser & Equipment	87,862	87,862	Surplus
Article #	Solid Waste Improvements ETF	20,000	20,000	
Article #	Town Building Improvements	25,000	25,000	
Article #	Revaluation Capital Reserve	25,000	25,000	
Article #	Water Bond Payment	58,580	58,580	
Article #	Invasive Species Control Fund	20,000	20,000	
Article #	Town Clerk Vault	10,000	10,000	
Article #	Town Records Restoration - Moose Plate Grant	9,995	9,995	Grant funding
Article #	Benefit Pay ETF	25,000	25,000	
Article #	Collective Bargaining Agreement - 3 Year	40,502	40,502	
Article #	Establish Water Dept. Major CRF	15,000	-	
Article #	Establish Sewer Dept. Major CRF	15,000	-	
Article #	Petition - Children Unlimited, Inc	-	-	
Article #	Petition - White Horse Addiction Center	5,000	5,000	
	Total	781,939	751,939	
	Total to come from taxation	684,082		
	Total to come from Capital Reserves/ETF/Grant	9,995		
	Total to come from Unreserved Fund Balance	87,862		

SOURCE OF REVENUE	2017 Budget Year		2018 Budget Year		NOTES
	SELECTMEN'S ESTIMATED REVENUES	BUDGET COMMITTEE ESTIMATED REVENUES	SELECTMEN'S ESTIMATED REVENUES	BUDGET COMMITTEE ESTIMATED REVENUES	
TAXES					
LAND USE CHANGE TAXES	\$ 10,000	\$ 10,000	\$ 10,000	\$ 10,000	
YIELD TAXES	\$ 35,000	\$ 35,000	\$ 35,000	\$ 35,000	
INTEREST & PENALTIES ON DELINQUENT TAXES	\$ 260,000	\$ 260,000	\$ 260,000	\$ 260,000	
EXCAVATION TAX	\$ 13,000	\$ 13,000	\$ 13,000	\$ 13,000	
LICENSES, PERMITS AND FEES					
BUSINESS LICENSES & PERMITS	\$ 1,000	\$ 1,000	\$ 1,000	\$ 1,000	
MOTOR VEHICLE PERMIT FEES	\$ 680,000	\$ 680,000	\$ 793,000	\$ 793,000	
BUILDING PERMITS	\$ 20,000	\$ 20,000	\$ 30,000	\$ 30,000	
OTHER LICENSES, PERMITS & FEES	\$ 16,750	\$ 16,750	\$ 16,750	\$ 16,750	11878 water filtration grant
FROM STATE					
MEALS & ROOMS TAX DISTRIBUTION	\$ 205,000	\$ 205,000	\$ 225,000	\$ 225,000	
HIGHWAY BLOCK GRANT	\$ 145,000	\$ 145,000	\$ 145,000	\$ 145,000	
STATE & FEDERAL FOREST LAND REIMBURSEMENT	\$ 865	\$ 865	\$ 865	\$ 865	
OTHER (INCLUDING RAILROAD TAX)	\$ 60,000	\$ 60,000	\$ 35,000	\$ 35,000	Special Duty, Milfoil Control Grant, Moose Plate Grant, et al
CHARGES FOR SERVICES					
INCOME FROM DEPARTMENTS	\$ 190,000	\$ 190,000	\$ 190,000	\$ 190,000	
OTHER CHARGES	\$ 14,000	\$ 14,000	\$ 15,000	\$ 15,000	
MISCELLANEOUS REVENUES					
SALE OF MUNICIPAL PROPERTIES	\$ 200,000	\$ 200,000	\$ 150,000	\$ 150,000	Surplus vehicles, tax deeded properties
INTEREST ON INVESTMENTS	\$ 550	\$ 550	\$ 550	\$ 550	
OTHER	\$ 75,000	\$ 75,000	\$ 50,000	\$ 50,000	
INTERFUND OPERATING TRANSFERS IN					
SEWER - OFFSET	\$ 205,852	\$ 205,852	\$ 247,805	\$ 247,805	
WATER - OFFSET	\$ 189,842	\$ 189,842	\$ 190,363	\$ 190,363	
FROM CAPITAL RESERVE FUNDS	\$ 43,000	\$ 43,000	\$ -	\$ -	
OTHER FINANCING SOURCES					
AMOUNTS VOTED FROM FUND BALANCE	\$ 87,360	\$ 87,360	\$ 87,862	\$ 87,862	Police Cruisers
ESTIMATED FUND BALANCE TO REDUCE TAXES	\$ 100,000	\$ 100,000	\$ 100,000	\$ 100,000	
	\$ 2,552,219	\$ 2,552,219	\$ 2,596,195	\$ 2,596,195	

2018 Proposed Warrant Articles

To see if the Town will vote to raise and appropriate the sum of three hundred fifty thousand dollars (\$350,000) for the purpose of repair and improvements of Town roads. Majority vote required.

Recommended by the Selectmen _____ Recommended by the Budget Committee _____

To see if the Town will vote to raise and appropriate the sum of thirty thousand dollars (\$30,000) to be added to the Highway Equipment Capital Reserve Fund previously established. Majority vote required.

Recommended by the Selectmen _____ Recommended by the Budget Committee _____

To see if the Town will vote to raise and appropriate the sum of twenty-five thousand dollars (\$25,000) for the purpose of Town building improvements (Town Hall, Freight House, Highway Garage, Library, Police Station). Majority vote required.

Recommended by the Selectmen _____ Recommended by the Budget Committee _____

To see if the Town will vote to raise and appropriate the sum of twenty thousand dollars (\$20,000) to be added to the Bridge Repair and/or Replacement Expendable Trust Fund previously established. Majority vote required.

Recommended by the Selectmen _____ Recommended by the Budget Committee _____

To see if the Town will vote to raise and appropriate the sum of twenty-five thousand dollars (\$25,000) to be added to the Ossipee Sidewalk Expendable Trust Fund previously established. Majority vote required.

Recommended by the Selectmen _____ Recommended by the Budget Committee _____

To see if the Town will vote to raise and appropriate the sum of twenty thousand dollars (\$20,000) to be added to the Solid Waste Improvements Expendable Trust Fund previously established. Majority vote required.

Recommended by the Selectmen _____ Recommended by the Budget Committee _____

To see if the Town will vote to raise and appropriate the sum of fifty-eight thousand five hundred eighty dollars (\$58,580) for the purpose of paying the Ossipee Water System's bond payment for one (1) year. Majority vote required.

Recommended by the Selectmen _____ Recommended by the Budget Committee _____

To see if the Town will vote to raise and appropriate the sum of eighty-seven thousand eight hundred sixty-two dollars (\$87,862) for the purpose of purchasing two new police cruisers and equipment. The sum to come from the Town's unreserved fund balance (surplus) no amount of such \$87,862 to be raised from taxation. Majority vote required.

Recommended by the Selectmen _____ Recommended by the Budget Committee _____

To see if the Town will vote to raise and appropriate the sum of ten thousand dollars (\$10,000) for the purpose of purchasing a Vault Shelving System with Carriages and Tracks for improvements to the Town Clerk's current vault. Majority vote required.

Recommended by the Selectmen _____ Recommended by the Budget Committee _____

To see if the Town will vote to raise and appropriate the sum of nine thousand nine hundred ninety-five dollars (\$9,995) for the purpose of restoring three (3) books entitled "Ossipee 1887-1929 Town Minutes".

The sum is to be paid for by a grant from the Conservation License Plate Grant Program and no amount is to be raised by taxation. Majority vote required.

Recommended by the Selectmen _____ Recommended by the Budget Committee _____

To see if the Town will vote to raise and appropriate the sum of twenty-five thousand dollars (\$25,000) to be added to the Revaluation Capital Reserve Account previously established for the purpose of a complete revaluation of the Town in the year 2020. Majority vote required.

Recommended by the Selectmen _____ Recommended by the Budget Committee _____

To see if the Town will vote to raise and appropriate the sum of twenty-five thousand dollars (\$25,000) to be added to the Benefit Pay Expendable Trust Fund previously established. Majority vote required.

Recommended by the Selectmen _____ Recommended by the Budget Committee _____

To see if the Town will vote to raise and appropriate the sum of twenty thousand dollars (\$20,000) to be added to the Invasive Species Control Fund previously established for the purpose of preventing and treating milfoil in Ossipee Lake. Majority vote required.

Recommended by the Selectmen _____ Recommended by the Budget Committee _____

To see if the Town will vote to approve the cost items included in the collective bargaining agreement reached between the Town and AFSCME Local #534 which calls for the following increases in salaries and benefits at the current staffing level:

Fiscal Year	Estimated Increase
2018	\$40,502.00 (53 pay periods)
2019	\$ 2,458.00 (52 pay periods)
2020	\$21,996.00 (52 pay periods)

and further to raise and appropriate the sum of forty thousand five hundred two dollars (\$40,502) for the current fiscal year, such sum representing the additional costs attributable to the increase in salaries and benefits required by the new agreement over those that would be paid at current staffing levels. Majority vote required.

Recommended by the Selectmen _____ Recommended by the Budget Committee _____

Shall the Town, if article is defeated, authorize the governing body to call one special meeting, at its option, to address article cost items only? Majority vote required.

Recommended by the Selectmen _____ Recommended by the Budget Committee _____

To see if the Town will vote to establish a Water Department Major Capital Reserve Fund under the provisions of RSA 35:1 and to raise and appropriate the sum of fifty thousand dollars (\$15,000) to be placed in this fund and to appoint the Selectmen as agents to expend. Majority vote required.

Recommended by the Selectmen _____ Recommended by the Budget Committee _____

To see if the Town will vote to establish a Sewer Department Major Capital Reserve Fund under the provisions of RSA 35:1 and to raise and appropriate the sum of fifty thousand dollars (\$15,000) to be placed in this fund and to appoint the Selectmen as agents to expend. Majority vote required.

Recommended by the Selectmen _____ Recommended by the Budget Committee _____

To see if the Town will vote to raise and appropriate the sum of one million two hundred thousand dollars (\$1,200,000) for the purpose of acquiring the land and buildings at 130 Gretchen Road located on Ossipee Lake for use as a town beach and recreation area; seven hundred thousand dollars (\$700,000) of such sum to come

from the Town's unreserved fund balance (surplus) and the balance of five hundred thousand dollars (\$500,000) to be raised from taxation. Majority vote required.

Recommended by the Selectmen _____ Recommended by the Budget Committee _____

To see if the Town will vote to raise and appropriate the sum of \$1,200,000 for the purpose of acquiring the land and buildings at 130 Gretchen Road located on Ossipee Lake for use as a Town beach and recreation area; \$800,000 of such sum to be raised by the issuance of serial bonds or notes not to exceed \$800,000 under and in compliance with the provisions of the Municipal Finance Act (NHRSA 33:1 et seq., as amended) and to authorize the Selectmen to issue and negotiate such bonds or notes and to determine the rate of interest thereon and to take such other actions as may be necessary to effect the issuance, negotiation, sale and delivery of such bonds or notes as shall be in the best interests of the Town of Ossipee. The remaining \$400,000 to come from fund balance (surplus) and no amount of such \$400,000 to be raised from taxation. A two-thirds (2/3) ballot vote is required.

Recommended by the Selectmen _____ Recommended by the Budget Committee _____

To see if the Town will vote to adopt the provisions of RSA 72:81 Commercial and Industrial Construction Exemption to allow a new construction property tax exemption for commercial and industrial uses. The exemption shall apply only to municipal and local school property taxes assessed by the municipality and shall exclude state education property taxes and county taxes. The exemption shall be as follows: 50% of the increase in assessed value attributable to construction of new structures, and additions, renovations, or improvements to existing structures for the first year, 40% for the second year, 30% for the third year, 20% for the fourth year and 10% for the fifth year. Subsequent years will be assessed at the full rate. This schedule will be applied to all projects submitting a proper application each year during the exemption period, which will remain in effect for a period of five years from adoption. Majority vote required.

Recommended by the Selectmen _____ Recommended by the Budget Committee _____

(Submitted by Petition) To see if the Town of Ossipee will vote to raise and appropriate the sum of \$3,000.00 for the Family Resource Center at Children Unlimited, Inc. Majority vote required.

Recommended by the Selectmen _____ Recommended by the Budget Committee _____

(Submitted by Petition) By petition of 25 or more registered voters of this town, to see if the town would approve the following petitioned warrant article at the 2018 Town Meeting Ballot Vote. Petitioned Warrant Language, per Senate Bill 191 from the 2017 State of New Hampshire Legislative Session: "Shall we allow the operation of Keno games within the Town?" Majority vote required.

Recommended by the Selectmen _____ Recommended by the Budget Committee _____

To hear reports of agents, auditors, committees, or officers thereof.