

**OSSIPEE BUDGET COMMITTEE**  
**MEETING MINUTES**  
**October 30, 2018**

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

**Call to Order:** Chairman, Joe Goss called the meeting to order at 6:30 PM.

**Attendance by Roll Call:** – Joe Goss-Chairman, Jonathan Smith, Lynne Parker, Marie McConarty, Louise Sutherland, and Roland Millette.

**Absent:** Donna Gridley, Ellen White, Town Administrator and Rick Morgan-Selectmen's Rep.

**Meeting Minutes:** The Meeting Minutes from 10/24/2018 were reviewed and amended to reflect the corrected meeting date.

A **Motion** by Parker to approve the minutes of 10/24/2018 Budget Committee meeting as amended. Smith seconded. No discussion. A unanimous vote was taken.

**New Business:** **2019 Proposed Budget Reviews**

**Government Buildings:** The 2019 proposed budget is \$228,278.00

Brad Harriman presented the proposed budget to include the 2% Salaries increase, short – term disability increased to \$145.00, Town Hall Fuel increased to \$500.00 based on last year's figures and the current standings. The new fuel contract was approved at the Board of Selectmen's meeting. The Town has gone with a fixed- flat rate due to several uncertainties with the Middle East. All others line items are level funded.

**Discussion** ensued over the figure for the fixed – flat rate but Harriman did not have the paperwork with him. But he reported it will cover all the Town buildings and the employee's fuel and propane rates have been set and approved by the Board of Selectmen. Harriman explained Other Building Fuel line item is a buffer account for any department that may go over on their fuel budget until it is expensed back to the appropriate department. Smith asked if the employee fuel benefit is identifiable to each employee. Harriman explained their issued a fuel card but it is charged to the employees department. Smith noted there needs to be more accountability on the fuel budget. Supplies had an increase in expenditures this year thus far but Harriman explained it covers supplies for many different departments. Contract wages covers the cleaning and waxing of the floors. Smith inquired to the number of employees. Harriman explained there is 1.5 full-time employee (1 = floater). A lengthy discussion ensued over the reasons for hiring the full-time floating employee verses how the hours are being utilized and managed to avoid the overtime hours. Smith requested to get a break down of the fuel budget.

A **Motion** by Millette to approve the 2019 proposed budget of \$228,278.00. Parker seconded. No further discussion. A unanimous vote was taken.

**Highway Department:** The 2019 proposed budget is \$1,345,500.00 and Selectman Request - \$1,338,000.00

Brad Harriman presented the proposed budget to include a telephone increase of \$500.00 due to being over budget this year. Stripe & Safety Signs is decreased \$4,000.00 now that white fog lines and reflective signs are painted. Bridge Maintenance is increased by \$2,000.00 in order to keep up the maintenance and keep them off the State of NH – Red List. Radio Maintenance is increased by \$1,000.00 to provide radio's for a new trucks being requested through a warrant article. Salt is increased by \$5,000.00 due to being over budget in this current year. Tar line item needs to be checked because there should be some expenditures. All others line items are level funded.

**Discussion:** Included Billy and Brad's use of the cellphones. The Board of Selectmen decreased the culvert line item to \$7,500.00 for culvert supplies. They suggested adding the cost of repairing the culvert on Granite Rd from the Capital Reserve Fund. Harriman explained the funding process; cost of material & labor, road closures, and longer durability of culvert material or the option of waiting a year for a capital Reserve Fund.

A **Motion** by McConarty to approve the 2018 proposed budget of \$1,338,000.00. Sutherland seconded. No further discussion. A unanimous vote was taken.

**Transfer Station:** The 2019 proposed budget is \$502,962.00

Brad Harriman presented the proposed budget which included an increase for Maintenance/Equipment of \$3,000.00. Office Supplies is decreased to \$150.00. Hauling & Dumping is increased by \$40,000.00 due to increase in disposables. Thus far, this year's household trash has totaled 911 tons and 820 tons of demo trash. Harriman is estimating 1,100 tons of household trash and 1,000 tons of demo trash. Per Conway Incinerator, the rates per ton of mixed paper used to reimburse us \$30 - \$40.00 per ton to sell to China. Now it's costing \$52.00 per ton to dispose. Hazardous Waste is increased by \$192.00 per Lakes Region Planning Commissions rate increase for managing the Hazardous Waste Day. Test Well Monitoring is increased \$1,460.00 due to increased rates with NHDES.

**Discussion:** Parker inquired about providing a recycling flyer handout. Harriman feels they are under staffed and to pull an employee away to educate consumers is not feasible on such a busy day. Parker suggested looking into solar power to help offset the electricity cost for running the machines. McConarty discussed having the full-time floating employee at the Transfer Station on the weekend to help create a safer environment. McConarty strongly recommended this employee needs to be at the transfer station on the weekend. McConarty inquired about how much revenue is generated to offset the disposable expense. Harriman noted approximately \$122,000.00 per year with \$103,000.00 year to date.

Ash Fischbein suggested having the Recreation Department pick up the mowing expenses to hire an employee to do the mowing, as a means of freeing up a fulltime employee for the Highway department. Discussion ensued over managing the hours for the floater employee. Discussion evolved into discussing solar energy as a means of offsetting rising energy cost, supporting the Town's infrastructure, the cost of installation verses benefits.

A **Motion** by L. Parker to approve the 2019 proposed budget of \$502,962.00. Millette seconded. No further discussion. A unanimous vote was taken.

**Economic Development:** The 2019 proposed budget is \$2,500.00

Ashe Fischbein presented the proposed budget to be level funded. Ash provided an overview of projects the Economic Development Council is working on which includes Outreach & Education, Liaison for New Businesses, West Ossipee Revitalization, informing current business about RSA 72:81 – Property Tax Exemption, Rebranding Ossipee with billboard advertising to encourage new business opportunities.

Ash informed the committee of the possibility of increasing the budget in February for increasing advertising business opportunities.

**Discussion:** Ensued over increasing tax rates, grants for solar panels, hydro-power, and trade shows, advertising and Lakes Region Travel & Tourism Counsel as means of promoting and sustaining Ossipee.

A **Motion** by McConarty to approve the 2018 proposed budget of \$2,500.00. Millette seconded. No further discussion. A unanimous vote was taken.

**Town Clerk/Tax Collector:** The 2019 proposed budget is \$333,825.00

Kellie Skehan presented proposed budget to include salaries line item increase of 2% and part-time wages increased to \$2,000.00 to hire someone before an anticipated retirement. The State requires someone to have 30 days on the job training before they can officially start working. Overtime line item is decreased by \$750.00 over last year's budget. Health Insurance increase of \$8,000.00, Short –Term Disability is increased to \$775.00,

Life Insurance decreased by \$50.00, Medicare increased by \$200.00 and Retirement increased by \$1,000.00 due in anticipation of the new person. Equipment & Maintenance decreased by \$3,000.00, Postage decreased by \$1,000.00, Recording decreased by \$500.00 and Seminars & School Expense increased by \$100.00.

**Discussion:** Millette inquired if by Law the Town is required to keep the records in paper form. Kellie explained why the Town is required to keep the records.

A **Motion** by Millette to approve the 2018 proposed budget of \$333,825.00. Parker seconded. No further discussion. A unanimous vote was taken.

**Election:** The 2019 proposed budget is \$3,875.00

Kellie Skehan presented proposed budget which shows a decrease on each line item due to one (1) election scheduled for next year. No discussion. No discussion.

A **Motion** by McConarty to approve the 2019 proposed budget of \$3,875.00. Smith seconded. No further discussion. A unanimous vote was taken.

**Registration:** The 2019 proposed budget is \$2,575.00

Kellie Skehan presented proposed budget which shows a decrease on each line item due to one (1) election scheduled for next year. No discussion.

A **Motion** by McConarty to approve the 2019 proposed budget of \$2,575.00. Smith seconded. No discussion. A unanimous vote was taken.

**Dam Authority:** The 2019 proposed budget is \$8,126.00

McConarty recommends the discussion be table until they can get clarification on the figures.

A **Motion** by McConarty to table the discussion they can get clarification on the figures. Smith seconded. No discussion. A unanimous vote was taken.

### **Any Other Business Which May Come Before This Meeting**

J. Goss informed the committee they have West Ossipee – Fire Precincts budget. McConarty handed out Center Ossipee – Fire Precincts budget.

### **Upcoming meeting date:**

- Wednesday, November 7, 2018 - Budget Committee Meeting - 6:30pm at the Freight House for 2018 Budget Review Schedule.
- Wednesday, November 14, 2018 - Budget Committee Meeting - 6:30pm at the Freight House for 2018 Budget Review Schedule.
- Wednesday, November 28, 2018 - Budget Committee Meeting - 6:30pm at the Freight House for 2018 Budget Review Schedule.

### **Adjournment:**

A **Motion** by M. McConarty to adjourn the meeting. Sutherland seconded. No further discussion. A unanimous vote was taken. The meeting adjourned at 8:02 p.m.

Next Meeting: **November 7, 2018 @ 6:30 pm**

Minutes approved by majority vote of the Board on –

\_\_\_\_\_  
Date

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Joe Goss, Chairman  
Budget Committee