

**OSSIPEE BUDGET COMMITTEE**  
**MEETING MINUTES**  
**November 13, 2019**

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

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

**Pledge of Allegiance** – was recited

**Attendance by Roll Call:** – Joe Goss, Jonathan Smith, Donna Gridley, Lynne Parker, Louise Sutherland, Rachel Ciarmella, Roland Millette, and Martha Eldridge (Selectmen's Rep.)

**Late Arrival:** Carter Clay at 6:34 PM

**Absent:** Town Administrator

**Meeting Minutes:** Meeting Minutes of October 30, 2019 for review and approval

A **Motion** by Gridley to approve the minutes of October 30, 2019 Budget Committee meeting as presented. Millette seconded. No discussion. Smith abstained. All others voted in favor. **Motion passed.**

**2019 Budget Review**

- Selectmen's Budget Report – Eldridge reported the final figures for the NH Municipal Associations dues were received and are \$4,078.00. Nothing to report on the Dam Authority because they were busy reviewing applications and setting up interviews for the Town Administrator's position. The tax rate was set last Friday, copies were provided to the committee. The bills will be mailed out on the 9<sup>th</sup> and due December 26, 2019. No decision has been reached on the Ambulance contract.

Committee discussion: Goss asked if they are taking over for Care Plus. Eldridge was unaware of any final decision. Clay reported that Brewster Ambulance has bought out Care Plus. According to Adam Riley, the official terminology is Brewster Ambulance and Care Plus are partnering with management and no official buy out is of yet.

- Review 2019 Budget to date – Eldridge reported she had a new printout but there are no drastic changes and there is 19.62% of the budget remaining.
- Review 2019 Revenues to date – Eldridge reported no big changes and total revenues to date equals \$779,238.00.
- Review 2019 Warrant Articles to date – N/A

**2020 Budget Proposals**

- Library - The 2020 proposed budget is \$235,957.39. Marie Moulton informed the committee that salaries reflect a 2% increase; Health Insurance cost went up. Operating budget is increased by \$10,217.39 for programs, professional improvements, and for technology. They are funding money from the operating budget of \$21,600.00 for this year which will about empty this account.

Committee discussion: Goss inquired about the professional improvements line item. It's used for enrichment programs, and for the Trustees. Programs is for various children and adult programs offered throughout the year and the Trustees would like to offer more. The Trustees want to purchase a movie license

this year to offer movie night at the library. New carpeting will be presented through a warrant article. Fuel cost is based off the Town's pricing.

A **Motion** by Smith to take the Library's Proposed 2020 Budget of \$235,957.39 under advisement. Parker seconded. No discussion. A unanimous vote was taken.

Library: Warrant Article for new carpeting. Marie Moulton explained the current carpet is 30 years old, worn, frayed, stained and sun faded. They have a quote for installing carpet tiles and a quote from a library moving company to move the shelving during installation. The project is estimated to cost about \$45,000.00.

Committee discussion: The library will be closed approximately 2 weeks during the carpet installation. Both estimate quotes were for the carpet tiles. Each carpet tile can be replaced if worn or damaged. Smith advised to stock up on extra tiles for the future while the color is in stock and questioned the price difference between the two quotes and do, they both offer the same services. Sutherland questioned if the installers would need to return for any maintenance and is there a cost.

Discussion is tabled until all warrant articles come for review.

- Fire Warden - The 2020 proposed budget is \$21,955.00. Fire Chief Adam Riley presented the Budget which is level funded from last year. They are trying to upgrade the trucks they have and have submitted the paperwork and will be notified when a truck becomes available. They have a lot of small projects happening along with some training. Tuition reimbursement will be submitted later which is why it's not showing up on the report.

Committee discussion: Smith questioned the type of fire prevention programs are taking place for the \$4,800.00. Riley explained when permits are issued, pamphlets are provided but total figures will show once all the paperwork is submitted. Smith inquired about tools equipment and fire suppression line items figures. Riley repeated that total figures will show once all the paperwork is submitted and processed.

A **Motion** by Clay to take the Fire Warden Proposed 2020 Budget of \$21,955.00 under advisement. Ciarmella seconded. No discussion. A unanimous vote was taken.

- Ambulance - The 2020 proposed budget is \$0.00. Eldridge reported no decision has been made on is getting the contract or what the cost will be.

Committee discussion: Smith commented the price is about \$100,00.00 more. Eldridge noted it will be more but would not comment on how much.

Discussion is tabled until more figures are presented.

- Emergency Management - The 2020 proposed budget is \$0.00.

Committee discussion: Smith commented the price is \$0.00 out.

No discussion - tabled until figures are presented.

- Water & Sewer Department - The 2020 proposed budget is Wayne "Bo" Eldridge presented the budget to the committee. Bo provided the handouts.

Committee discussion: Goss noted upon review the budgets were combined for the Water & Sewer Departments and questioned if would pose a problem on the MS37. M. Eldridge commented when it's time to submit the MS37 they will have to separate it. Parker question the big increase at Camp David. Bo Eldridge replied it's because he is allowing someone back in who was previously not allow in, so it's increasing the revenue.

Discussion is tabled until the next meeting on November 20, 2019, so each departments figures can be separated.

A **Motion** by Gridley to table the discussion for the Water & Sewer Department until the 2020 proposed budget for Water & Sewer can be broke down for the MS37. Millette seconded. No discussion. A unanimous vote was taken.

- Recreation Department – Craig Brady presented an information packet for the committee. Brady submitted 3 budget options and is requesting direction of whether the committee would prefer to keep the Rec. Department the same or try to go for a Capital Reserve Fund, Expendable Trust or a Special Revenue Fund.

Committee open discussion: Goss thought for the Selectmen's benefit and Expendable Trustee because they would be the authority to withdraw funds. Smith commented that could be changed unless the legislative body, which is the people, has named agents authority to expend or someone other than the Selectmen. Brady spoke with Barbara Reed, Government Finance Advisor for NH Municipal Association, who recommended a Special Revenue Fund. Brady informed the committee with the Special Revenue Fund; the town's people can appoint the Selectmen or another agent to oversee the funds. The revenue would go into the account to be use for the recreation department and will not be taxpayer money. Brady reported he would prefer a Revolving Fund. One benefit of the Special Revenue Fund and the Revolving Fund is when fundraising for a specific project, any gift donations, once approved by the Selectmen will go into that fund and not into the general fund at the end of the year.

Goss stated the Budget Committee will take the information under advisement until the Board of Selectmen act on the Recreation Department proposed budget. Brady asked if anyone had questions, he could explain.

Parker was interested in how the Revolving Fund money comes back to the recreation department. Discussion moved to Effingham's participation in the recreation programs. Brady reported the recreation department brings in \$40,000.00 in revenue but he is not sure if Effingham will continue with the program. Summer camp population for Effingham is 18% – 20%. Sports programs costs for Effingham is 54% because they do not have after school programs.

Smith inquired about the warrant article for \$88,000.00 for the Recreation Department. Brady clarified the warrant article was for \$20,000.00, but since then he has educated himself and prefers moving towards a Revolving Fund. Gridley noted the soccer field and Brady reported according to the Interim Highway Director the soccer field will cost between \$220,000.00 to \$240,000.00 to be dispersed over a 3-year term to refurbish. Smith would prefer to see some revenue coming in for the soccer field before he would vote for such a large amount on a warrant article. Discussion ensued.

- Interest On - Line of Credit (Long-Term Debt) - The 2020 proposed budget is \$10,000.00.

Committee discussion: Goss noted it's level funded from last year.

A **Motion** by Parker to take the Interest On - Line of Credit (Long-Term Debt) - The 2020 proposed budget of \$10,000.00 under advisement. Millette seconded. No discussion. A unanimous vote was taken.

- Insurance - The 2020 proposed budget is \$128,000.00

Committee discussion: Goss noted the cost is up \$3,500.00 in the general insurance, with a decrease of \$4,500.00 in unemployment and a decrease of \$4,000.00 in workers comp. over last year. .

A **Motion** by Parker to take the Insurance - The 2020 proposed budget is \$128,000.00 under advisement. Gridley seconded. No discussion. A unanimous vote was taken.

#### Fire Precinct – Pre-Review

- Center Ossipee Emergency Management Fire Precinct – Clay noted it was submitted to the Town with all the warrant articles but seems to be missing. Eldridge will check with the Town Hall in the morning. Clay made copies of the warrant articles for the budget committee.

- Ossipee Corner – Budget was received
- Fire Precinct - West – Budget was received

**Next Meeting:**

November 20, 2019 @ 6:30 pm

- Warrant Articles
- Revenues
- Water & Sewer

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

- Tax Rate: Town rate decreased approximately \$0.83 with \$125,000.00 from the Fund Balance but the School rate decreased approximately \$3.00 because the Town had no new student admissions. But the reevaluation went up, and some peoples evaluations went up 30 – 40 percent. Discussion ensued.

- Water & Sewer Rates: Smith asked Eldridge if there has been any progress with the Water Consultant. Eldridge informed the Budget Committee there has been no progress. The proposed rates are so high, he was asked to review for a better rate. Smith spoke with Tom Mason, who wants to come in and speak with the Board of Selectmen and Bo Eldridge about buying the Water and Sewer. Smith does not want to see another year go by and Mason's rates won't be the same as projected because there regulated through public utilities commission. Discussion ensued.

**Adjournment:**

A **Motion** by Gridley to adjourn the meeting. Sutherland seconded. No further discussion. A unanimous vote was taken. **Motion passed.** The meeting adjourned at 7:38 p.m.

Minutes approved by majority vote of the Board on –

\_\_\_\_\_  
Date

\_\_\_\_\_  
Joe Goss, Chairman  
Budget Committee

\_\_\_\_\_  
Jonathan Smith, Vice-Chair  
*(In the absence of the Chairman)*