

OSSIPEE BUDGET COMMITTEE
MEETING MINUTES
November 04, 2020

Minutes have been recorded for the convenience of summarization by Laura Nash, Planning Board Secretary and are deleted once minutes are approved; any amendments to the minutes are noted in ***bold & italic*** type.

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

Pledge of Allegiance – was recited

Attendance by Roll Call: – Joe Goss, Roland Millette, Rachel Ciarmella, Louise Sutherland, Lynne Parker, Donna Sargent, and Matt Sawyer, Jr, Town Administrator

Absent: Donna Gridley, Cameron Quigley and Martha Eldridge (Selectmen's Rep.)

Meeting Minutes: Review of minutes from October 15, 2020 and October 21, 2020.

Sawyer noted on page 1, October 15th minutes, "in part by money from the Affordable Cares Act" should be "in part by money from the ***Cares Act***."

A **Motion** by Parker to approve the meeting minutes of October 15, 2020 as amended and October 21, 2020 as presented. Millette seconded. No discussion. A unanimous vote was taken. **Motion passed.**

Selectmen's Report: Goss noted there is no Selectmen's report.

2020 YTD Budget Report: Sawyer reported on changes over the past 2-weeks. Corrections were made towards amounts identified and missed characterized. The Tax Collector's office showed it expended it's budget because the retirement funds for Patricia Hodges should have been expended from the Trustee's of the Trust account and that has been corrected. Other missed categorized expenses are being recategorized to the appropriate accounts. Sawyer noted he's confident they will stay within the budget. The Meal's and Room tax will come in around mid-December. Another \$800,000.00 against the TAN was drawn for cash flow. Total withdrawn is \$1.6 million, thus leaving \$900,000.00 remaining to draw against. The County bill is around \$930,000.00ish and their in fluctuant on payment. DRA has not set the tax rate after several conversations, receiving information from the fire departments, 535 signed form needed corrections, but is anticipating the rate by the end of the week. Thus, the tax bills will going out late which will delay incoming payments.

Goss questioned if the last warrant article for computers was found. Sawyer commented that Jonathan Smith and himself searched prior warrant articles but were unable to locate it. Sutherland looked through the 2019 Town Report and read Article 21, which in part asked to appropriate \$9,000.00 for technology improvements to replace obsolete computers and upgrading security for the network. Sawyer reported the funds replaced a couple of desktops but mostly went for the upgrade of the server. Sawyer noted that \$15,000 - \$20,000 spent this year to upgrade to Office 365 will be partly reimbursed under the Cares Act as unanticipated revenue.

2020 Revenue Report: Matt Sawyer, Jr comment revenues are well on track. Sawyer will be meeting with the Tax Collector, Kellie Skehan on identifying properties going to Deeding in 2021. As for this year, there is one property not suitable for an auction but would be through sealed bids. Revenues will be light until mid-December. Water/Sewer revenues are pretty good. Sargent inquired if there has been any revenue for COVID. Sawyer replied they have received the first \$8,000 to \$10,000 and is listed under Miscellaneous Revenue. Second round will be approximately \$8,500 and third phase was expanded to include all police and is anticipated to be substantial.

2020-2021 Budget Schedule

2021 Town Budget Proposal by Department: Chairman Goss stated all budgets will be taken under advisement at this time.

- **Freedom Food Pantry**– The 2020 proposed budget request is \$4,000.00.

Doris Sirois representing Freedom Food Pantry serves Ossipee, Effingham and Freedom. They supply food and other items to those in need who register and meet qualifications per State and Federal (USDA) Regulations. In the past 12 months, Ossipee client's and families use the Freedom Food Pantry on a regular basis and make up 16% to 39% of clients each month. This year they are requesting \$4,000.00 instead of the usual \$5,000.00 which is a 20% decrease in funding due in part to a decrease of Ossipee participants and a decrease food supplies from the NH Food Bank. Due to tariff constraints between the USA and China, the funding was reallocated to US Farmers, which supplied food to the food bank and allocated to food pantries. They also received each Monday, 60-100 pounds of sell-by-date meats which has help to reduce the request for funding.

Committee discussion: Parker thanked all the volunteers at the pantries. Sutherland inquired about drop-off locations during COVID. Doris Sirois stated all the locations remain the same and they have been open every day during the COVID outbreak. Goss inquired about the participation level. Doris Sirois reported it has increased to 27% over last year's 25% participation. The Town of Ossipee is holding level over last year but cliental base is going up.

Chairman Goss stated all budgets will be taken under advisement at this time until a bottom line is determined.

- **End 68 Hours of Hunger** – The 2020 proposed budget request is \$5,000.00.

Susan Weeks, Volunteer was present to inform the committee that End 68 Hours of Hunger provides service to Wolfeboro, Tuftonboro, Ossipee and Middleton. Their service is to purchase food for the weekends during the school year and summer school programs for student's pre-school through grade 6 in the Governor Wentworth Regional School District. Students in need of food are identified by school staff. They 25 active volunteers including Team Leaders. Cost is \$12.00 per school weekend bag and \$15.00 per summer weekends. They support 80 Ossipee students including Headstart during the summer, and currently serving 130 students in Ossipee. There are 40 volunteers that help with deliveries on Thursday for the kids to take home on Friday's. Due to COVID they are in search of a new operation location. One goal is offer more to kids in the summer. There is also legislation in the works to eliminate many of the SNAP recipients which is a government-funded intervention of food stamps, is now known as the Supplemental Nutritional Assistance Program (SNAP).

Committee discussion: Parker asked for clarification on the number of Ossipee children being served. Susan Weeks clarified there are currently 130 children being serve.

- **Ossipee Children's Fund** - The 2020 proposed budget request is \$18,000.00.

Jane Podsen presented the \$18,000.00 decreased funding over last year. They provide families of low-income opportunities for their children that might not otherwise be available to them. Families who meet eligibility guidelines are awarded scholarships to assist with cost of childcare, enrichment, recreation and educational opportunities and programs. They service the towns of Ossipee, Effingham, Freedom and Madison. Last year they serviced 166 client's in Ossipee and anticipate 206 client's for the coming year.

Committee discussion: Parker appreciated that they are a volunteer service organization.

- **Ossipee Historical Society** - The 2020 proposed budget request is \$4,000.00.

Kellie Skehan presented noting it's level funded from last year. Due to COVID, they were unable to open Grant Hill this year and all programs planned had to be canceled. The money from the Town helps with the up keep of the 3 historic buildings. To help with archiving and preservation of the gifts that have been donated to the Ossipee Historical Society to pay the heat, electricity and maintenance on the courthouse. The Court House chimney and slate roof were damaged in a summer storm and are being worked on.

Committee discussion: Goss inquired if prior donations were used to repair the Courthouse. Skehan announced a new member will start working on grants to help with building repairs.

- **Starting Point** - The 2020 proposed budget request is \$6,704.00

Sawyer submitted a letter from Raetha Stoddard explaining the services provided during COVID pandemic.

Committee discussion: Sutherland noted they are asking for an increase of \$453.00. Sawyer informed the Committee that the Board of Selectmen voted to level fund at last year's rate of \$6,251.00. Goss inquired about the reasoning for the increase. Sawyer commented per the letter with more people being home because of COVID, drugs, alcohol and domestic violence is increasing requiring more services.

- **Life Ministries Food Pantry** - The 2020 proposed budget request is Level Funded at \$6,000.00.

Sawyer informed the committee that Mike left him a voice message that he had to get COVID tested and would be able to attend the meeting tonight but per his presentation to the Selectmen, he has a similar response but is requesting level funding. Board of Selectmen approved level funding.

Committee discussion: No comments

- **Ossipee Concerned Citizens – Day Care:** The 2020 proposed budget is \$7,000.00.

Donna Sargent reported they were open all during COVID and were designated as an emergency childcare center and received a little extra COVID funding. Sargent noted they do receive \$21,000.00 in funding from Ossipee's Children's Fund from eligible parents awarded scholarships to assist with cost of childcare, enrichment, recreation and educational opportunities and programs.

Committee discussion: No comments

- **Ossipee Concerned Citizens – Elderly Nutrition:** The 2020 proposed budget request is \$20,000.00.

Donna Sargent reported they provided services during COVID. They were able to provide home service to seven towns, which include Ossipee, Effingham, Freedom, Tamworth, Wakefield, Moultonborough and Sandwich. Five Towns were serviced out of the Ossipee location and two towns were serviced out of the Moultonborough location. They supply 85,000 – 87, 000 meals per year and breakfast to those who need it. Sargent explained the drive-by meal services provided during COVID.

They have received a loan/grant for a Payment Protection Plan which was used to pay some salaries while the dinning room was closed during the initial outbreak of COVID. This allowed them to stay up to date on paying their bills. They are one of the few who continue to cook and serve hot meals on a daily basis.

Committee discussion: Parker inquired if there has been a decrease in curbside congregate meals. Sargent commented there has been a slight decrease of about 5 people who do not come out of there house, so they check up on them to ensure they have meals. Ciarmella asked if this was similar to meals on wheels. Sargent confirmed it is and they serve about 120 meals per day from the Ossipee location.

- **White Mountain Community Health** - The 2020 proposed budget request is \$4,760.00

Sawyer reported this is one the Board of Selectmen decreased to level funding at \$4,002.00.

Committee discussion: No comments

- **Tri County CAP, Inc** - The 2020 proposed budget request is \$9,775.00

No one here to represent this organization. Sawyer informed the committee the initial cover letter had an incorrect amount and last they requested \$17,194.00. This application includes Tri-County Transit, Tri-County Cap and the formerly named Tyler Blaine House. This year after receiving a corrected cover letter they are requesting funding in the amount of \$9,775.00. The Board of Selectmen approved to prorate for each town

per the amount of citizens. Since Ossipee utilizes the service more per citizens the Selectmen approved to increase funding to \$13,000.00.

Committee discussion: How the \$13,000.00 amount was calculated whether or not they are required to submit a petition and the lack of bus service in Ossipee were answered to satisfaction.

- **Caregivers of Southern Carroll County** - The 2020 proposed budget request is \$3,000.00.

No one here to represent this organization. Sawyer noted it's level funded at last year's request.

Committee discussion: No comments

New Budget Sheets:

- **Dog Officer** – The 2020 proposed budget request is \$3,000.00. Sawyer presented updated budget sheets that have been approved by the Board of Selectmen to level fund in the amount of \$16,998.00.

- **Conservation Commission** – The 2020 proposed budget request is \$12,164.00. Sawyer presented updated budget sheets with corrected line items.

- **Selectmen** - The 2020 proposed budget request is \$804,156.00. Sawyer reported after receiving the quote from the Assessor, which increased from last years \$ 35,000.00 to \$69,000.00 for doing home inspections during a non-evaluation year. NH Retirement system will increase from 11% to 14% mid-next year thus increasing the Retirement line item by \$24,140.00 for a total proposed budget of \$49,600.00.

Committee discussion: Goss questioned what the Assessor's budget was in prior years. Sawyer reported it was in the \$60,000ish range and has been consistent. Goss questioned if the Assessor's increase is justified in gaining on evaluations. Discussion ensued.

- **Health** – Sawyer informed the committee the budget will increase to 12% up to 15% according to the agent due in part to COVID payout expenses and Ossipee's non-favorable risk rating has caused the higher rates. Sawyer is going to start shopping around for alternatives and is working with the agent to improve the Town's risk rating.

- **Ambulance** – Contract is signed, Sawyer will bring budget report for the next meeting.

Next Meeting: Scheduled for **November 5, 2020** - 6:30 PM at the Town Hall and the following departments will present their proposed budgets:

- Outside Agencies - Continues

Any Other Business Which May Come Before This Meeting: None presented.

Adjournment:

A **Motion** by Sutherland to adjourn the meeting. Ciarmella seconded. No further discussion. A unanimous vote was taken. **Motion passed.** The meeting adjourned at 7:43 PM.

Minutes approved by majority vote of the Board on –

Date

Joe Goss, Chairman
Budget Committee

Donna Gridley, Vice-Chair
(In the absence of the Chairman)