OSSIPEE BUDGET COMMITTEE
MEETING MINUTES
November 20, 2019

Minutes recorded by and summarized 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 6:30 PM.

Pledge of Allegiance – was recited

Attendance by Roll Call: – Jonathan Smith, Donna Gridley, Roland Millette, Lynne Parker, and Louise Sutherland

Absent: Joe Goss, Carter Clay, Rachel Ciarmella, Martha Eldridge (Selectmen’s Rep.) and Town Administrator

Meeting Minutes: N/A

Selectmen’s Budget Report to Date: Not discussed

Review 2019 Budget to Date: Not discussed

Review 2019 Revenue to Date: Smith commented there’s no change.

Review 2019 Warrant Articles: Not discussed

2020 Budget Proposals

- Revenues & Warrant Articles – Not discussed.
- Ambulance – pending an update from the Board of Selectmen
- Water & Sewer Department – Wayne “Bo Eldridge presented an update requested by the Budget Committee. Bo reported he changed the budget as requested by the Budget Committee at the prior meeting. Water & Sewer is bringing in more currently because of Camp David. Camp David’s proposed 2020 Revenues are anticipated to increase from $60,039.37 to $94,130.00. Water & Sewers number of employees remains at 2.5 FTE’s. Salaries is decreased in part because one employee opted out of Town insurance coverage due to having alternative insurance. A brief discussion ensued over increasing the rates to allot for putting funds into a Capital Reserve Account for major repairs. Bo is gathering data to present to the Selectmen. Capital expenditures on sewerage is needed this year but has the funds to cover the expenditures. The Water department is the account that’s low on capital improvement funds.

A Motion by Gridley to take the Water & Sewer Department 2020 Proposed Budget under advisement. Millette seconded. No discussion. A unanimous vote was taken.

- Recreation Department – Discussion tabled pending on the Board of Selectmen meeting with the Recreation Director and offer a proposal to the Budget Committee.

Fire Precinct – Pre-Review

- West Ossipee Fire Precinct – Chief Carl Huddleston reported 2019 was the last year for payments and interest on the Jewell Hill Building. In 2014, a significant principal payment was made which reduced this year’s final payment by $20,000.00. In turn lowering, this year bottom line down to
$342,800.00. This year, they took ownership of the new Mini-Pumper truck and that payment is $59,369.00. The yearly, payment on the building used to be $49,000.00, so they have a $10,000 increase on principal and interest for a loan, which is the biggest increase in the budget. The operating budget minus the Capital Reserve Fund and the Principal & Interest payments is $2,500.00 more than last year, which is less than .1% increase in the operating cost. The overall budget is increased from $342,800.00 to $379,715.00.

Committee discussion: The loan note on the mini pumper is a 3-year loan of $59,369.00 due in July each year. The department is audited yearly by Plodzik & Sanderson Professional Association which is the same as the Town uses. Discussion on utilizing the same software across all three fire precincts ensued with a recommendation of adding a percentage column in the future. All three precincts represented agreed along with meeting amongst themselves for software training sessions.

A Motion by Millette to take the West Ossipee Fire Precinct 2020 Proposed Budget under advisement. Sutherland seconded. No discussion. A unanimous vote was taken.

Carl Huddleston addressed the Capital Reserve Fund

- **Ossipee Corner Light & Power Precinct** – Chief Adam Riley presented the 2020 proposed budget stating the operating budget is level funded. This year they are starting a Capital Reserve Fund for non-apparatus equipment replacement. It will be funded entirely out of surplus funds.

Committee discussion: A yearly audit was strongly recommended by the Budget Committee to protect the taxpayers and the commissioners. Smith inquired about the building fund. Parker reported there is $324,962.44. The Town has been contributing for about 7 years.


- **Center Ossipee Fire Precinct** – Commissioner Joe Deighan and Chief Dana Cullen presented the 2020 proposed budget and warrant articles for Center Ossipee Fire Precinct. Article #8 – “To see if the Center Ossipee Village District will give authorization to the commissioners to sell/dispose of equipment and apparatus. (Majority vote required)” has been eliminated because it was already vote in 2-years ago.

Committee discussion: Parker inquired about Article #6 – “To see if the Center Ossipee Village District will vote to establish a revolving fund pursuant to RSA 31:95h, for the purpose of Fire Services/Ambulance Services....” Deighan commented it is the same type of fund the police department has for their special duty officers. They recently acquired an ambulance and are looking to do special events, especially if they are accepting fees, and assist with transports, if mutual aide is busy with other calls, and are limiting the title to fire and ambulance services.

Discussion ensued over staffing, part-time salaries, insurance rates, equipment cost, prescription supplies and cost, charging for services, schedules, illegal use of stipends, operation and maintenance of the ambulance, insurance cost for transporting, etc... Deighan and Chief Cullen noted details are continuing to be worked out. Deighan noted this is setting the department up to be able to start charging individuals for equipment used during fire and ambulance calls. The plan is to have the ambulance ready for service in February.

Article #7 – allows for the commissioners to set fees. Other departments already have fees established.

Article #4 – allows for buying a 4x4 crew cab pickup truck for $30,000.00. Deighan noted it through the Municipal Bid. Chief Cullen noted the truck is $22,000.00 but are asking for $30,000.00 in order to outfit the
vehicle with emergency lights, siren, etc... Parker noted the total budget with warrant articles is $529,350.00 and be prepared to discuss and explain the services and cost to the voters.

Dennis Legendre spoke in favor of the ambulance and the service it's going to provide.

The Budget Committee strongly recommended getting an outside auditor to protect themselves, the taxpayers and the commissioners and to start utilizing the software for tracking their budget.

A Motion by Millette to take Center Ossipee Fire Precinct Proposed 2020 Budget under advisement. Sutherland seconded. No discussion. A unanimous vote was taken.

Discussion: Millette inquired about the charge rate for retrieving someone or equipment out of the Ossipee Lake. Carl Huddleston noted if the action is due to a criminal offense of restless conduct, they recoup their feeds through the courts. If someone is going across the lake and falls in, if they have insurance, they will bill the insurance company. The same process is for motor vehicle accidents that require jaws of life, or other similar equipment. It's in their policy if the action is due to a criminal offense, they can charge a set fee and for any equipment they may get broken, and the money goes into revenues to pay towards taxes. If the action results in death they do not charge.

Millette asked Deighan if this is a model for charging for the ambulance service they are wanting to start providing. Deighan confirmed it is and for the fire department as well. Discussion ensued between the departments. Smith ended the discussion for the fire departments to carry it on their time.

Next Meeting:
Wednesday, December 4, 2019 @ 6:30 pm

Any Other Business Which May Come Before This Meeting:
Discussion ensued on the departments and outside agencies they want to return for further discussion. The department include:

- Recreation Department
- Conservation Commission for Warrant Article of $4,000.00
- Dam Authority – salary rate
- Transfer Station – (3) Budgets and Warrant Article for Baler
- Green Mountain Conservation Group supposed to submit paperwork
- Tyler Blaine House – need to meet with representative
- White Mtn. Community Health - increase
- Tri-Cap County Transit –
- School’s Out!! Program –
- Economic Development Council – New Studies & Programs: need to meet with a representative
- OCC Daycare – to further discuss increase

General discussion ensued over level funded agencies, Board of Selectmen plan, attendance at the public hearing, recreation departments budget, out of date website, an OCC Daycare receiving Town support. Gridley questioned the Government Buildings - part-time Zoning employee was not budgeted and how much is this going to increase the overall budget this year. Smith explained that the Zoning Enforcement Office has opted out of Town insurance to help offset the increase and the Selectmen can move money around if its there, as long as they do not spend over the bottom line. The new Town Administrator Matthew Sawyer, Jr. starts on Monday, December 2, 2019. Sutherland wished to cordially invite him to the Budget meeting on December 4, 2019.
Adjournment:
A Motion by Sutherland to adjourn the meeting. Gridley seconded. No further discussion. A unanimous vote was taken. Motion passed. The meeting adjourned at 7:50 p.m.

Minutes approved by majority vote of the Board on –

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Date

Joe Goss, Chairman
Budget Committee

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