

**Town of Northwood
Budget Committee Minutes
December 5, 2022**

Chairman Keith McGuigan called the work session to order 7:00 p.m.

PRESENT: Chair Keith McGuigan, Vice-Chair Tom Chase, Selectboard Representative Pam Sanderson, School Board Representative Brian Winslow, Gulf Village District Representative Eric Buckland, Water District Representative Robert Young, Cove Village Representative Mike Jobin, Members Matt Frye, Michael Moore, Brad Hall, Ted Wilkinson, Betty Smith, and Betsy Colburn (participated electronically due to medical reasons). Ginger Dole arrived at 7:04 p.m.; Tim Jandebeur arrived at 7:15 p.m.

ABSENT: Members Daniel McNally and Paul Tudor (excused)

TOWN STAFF: Town Administrator Walter Johnson, Finance Director Cheryl Eastman, Land Use Specialist Linda Smith, and Land Use Administrative Assistant Lisa Fellows-Weaver.

TOWN ~ CONTINUED

Chair McGuigan thanked all involved for having the following requested information available for the Committee for this meeting:

- List of salaried positions
- Accounting of Recreation Revolving Fund for 2022
- Another opinion relative to language in warrant article for funding of the ambulance fund
- Environmental report for Center School report
- Finalize recommendations on warrant articles
- Selectboard votes for warrant articles

Ms. Dole arrived, 7:04 p.m.

Ms. L. Smith stated that, per the request of the Committee from Saturday, she sent a request for an opinion to NHMA relative to the process and procedures for ambulance billings; no reply has been received to date. She recommended that the Committee leave the line as it is currently and address it later on or put in an amount in now and revisit the item at a later time.

Ms. Colburn stated that she would prefer to wait on the Fire Department items until a response is received from NHMA.

Mr. Jandebeur commented that based on the environment report received, the Center School is an environmental disaster. Although there is historical significance, he stated that it would be foolish to repair. He reminded the Committee that it was stated that the building is rotting into the ground. He added that he appreciates the report.

2023 PROPOSED TOWN BUDGET – Continued

Pages: 18-20 Dept. 4220 ~ Fire

Discussion continued relative to line 4404, ambulance billing.

Ms. Sanderson stated that the Selectboard has agreed to not budget for ambulance billing this year; however, the line will remain open with \$1 should there be a need to pay something out of the ambulance fund.

Mr. Moore made a motion, seconded by Mr. Frye to recommend the Selectboard's amount of \$716,111.

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Ms. Dole stated that should the opinion from NHMA indicate that the funds should be in the operating budget, then the Committee can reconsider the matter and add funds back into the operating budget and revote the bottom line as opposed to holding up the process.

Ms. Sanderson stated that the opinion already received from the Town's auditors, Plodzick and Sanderson, is valid. The auditors have advised the Selectboard that it is acceptable to take ambulance billings out of the operating budget. She noted that this is revenue from gross to net. She stated that the Selectboard is comfortable with the auditor's perspective. The Town Administrator has also stated that this is a valid use. She stated that she is opposed to the taxpayers paying out of their pocket for a revenue item. This process is something that has been going on for years and now is the time to rectify it. She added that nothing is wrong with the process; this is a positive item.

Ms. Colburn stated that the Committee needs a legal opinion. The fund was established for equipment and nothing else. She stated that once this change occurs then there will be other items being paid for from this fund.

Ms. Dole commented that it would be much simpler if the billing company would send checks for the net amount, then there would not be an issue. She suggested the Committee continue to move forward and address this section, as well as the bottom line if needed.

Chair McGuigan agreed to proceed as there will be ample opportunity to address the item, if necessary.

Mr. Young spoke to the process of the Fire Department doing their own billing and the reasons why it was placed in the operating budget. He added that the Town did receive the funds back; however, now the taxpayers are paying for the contract.

Ms. Colburn explained that Concord Hospital did the billing and then it was contracted to Comstar. She stated that the information always showed the revenue and expenses separately. She stated that this has been the process for 20 years; the Town was never told that anything was being done incorrectly. She stated that a legal opinion is needed.

Tim Jandebaur arrived at 7:15 p.m.

Ms. L. Smith stated if the opinion from NHMA is not received, the matter can be addressed at deliberative session, and changed if necessary. She added that it will be up to the Selectboard to find the funds to pay for the billing service out of the operating budget.

**VOTE: YES: TC, GD, MF, BH, TJ, MM, BS, TW, KM, PS, BW, BY, EB, MJ.
NO: BC. Motion passed; 14/1.**

Proposed 2023 Town Budget ~ Continued

Mr. Wilkinson made a motion, second by Ms. Dole, to recommend \$4,022,630 as the Budget Committee's proposed bottom line for the 2023 Town budget.

Ms. Dole noted that the Committee changed four lines throughout the budget totaling \$6,784.

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Trustee of Trust Fund – Add \$50
Emergency Management – Add \$2,691
Other Culture and Recreation (Bean Whole Bash) – Add \$499
Library – Add \$3,544

VOTE: YES: TC, GD, MF, BH, MM, BS, TW, KM, BW, BY, EB, MJ. NO: BC, TJ, PS. Motion passed; 12/3.

2023 WARRANT ARTICLES

Mr. McGuigan read warrant article 10 as follows:

Article 10: 2023 OPERATING BUDGET

Shall the Town raise and appropriate as an operating budget, not including appropriations by special warrant articles and other appropriations voted separately, the amounts set forth on the budget posted with the warrant or as amended by vote of the first session, for the purposes set forth therein, totaling **four million twenty two thousand six hundred and thirty dollars (\$4,022,630.00)**. Should this article be defeated, the default budget shall be **three million nine hundred and fifty-six thousand five hundred and eighty-four. (\$3,956,584)** which is the same as last year, with certain adjustments required by previous action of the town or by law; or the governing body may hold one special meeting, in accordance with RSA 40:13, X and XVI, to take up the issue of a revised operating budget only. **(Estimated Tax Net of estimated revenue \$2.48) (Majority vote required) Recommended by the Board of Selectmen 0-0) (Recommended by the Budget Committee 0-0)**

A discussion of due process was held relative to the fact that a vote was previously taken for Article 10. Ms. L. Smith spoke to the Committee's procedures. Chair McGuigan adamantly stated that a new vote would be taken specifically for the Warrant Article 10.

Mr. Chase made a motion, second by Ms. Dole, to recommend \$4,022,630 as the bottom line for the 2023 Town budget, as read.

VOTE: YES: TC, GD, MF, BH, MM, BS, TW, KM, PS, BW, BY, EB, MJ. NO: BC, TJ. Motion passed; 13/2.

Mr. McGuigan read warrant article 11 as follows:

Article 11: HIGHWAY EQUIPMENT TRAILER PURCHASE

To see if the Town will vote to raise and appropriate the sum of **twenty thousand Dollars (\$20,000)** for the purchase of a 10-ton equipment trailer for the highway department and to authorize the withdrawal of **twenty thousand dollars (\$20,000)** from the Highway Equipment Capital Reserve Account. **(Tax Estimate \$0.00) (Majority vote required) (Recommended by the Board of Selectmen 0-0) (Recommended by the Budget Committee 0-0)**

On a motion made by Mr. Chase, and seconded by Mr. Frye, the Committee voted unanimously, by roll call vote, to recommend Article 11, as written; 15/0.

Mr. McGuigan read warrant article 12 as follows:

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Article 12: ROAD CONSTRUCTION/RESURFACING/PAVING AND DITCHING

To see if the Town will vote to raise and appropriate the sum of **two hundred and thirty-five thousand dollars (\$235,000)** to be used for the construction, reconstruction, paving, and ditching and/or resurfacing of town roads, and the refurbishing of ditches and culverts. Proposed Town Road Projects including paving, shimming, crack sealing etc. on a portion of Bow Lake Road (crack sealing) Church St, Harmony Road, Jenness Pond Rd. in accordance with the Town's 2022 road plan. Said amount to come from the unassigned fund balance as of December 31, 2022. **(Tax Estimate \$0.00) (Majority vote required) (Recommended by the Board of Selectmen 0-0) (Recommended by the Budget committee 0-0)**

Mr. Moore made a motion, seconded by Mr. Chase, to recommend Article 12, as written.

**VOTE: YES: BC, TC, GD, MF, BH, MM, BS, TW, KM, PS, BW, BY, EB, MJ.
NO: TJ. Motion passed; 14/1.**

Mr. McGuigan read warrant article 13 as follows:

Article 13: RT 4 RECREATION COMPLEX IMPROVEMENTS

To see if the Town will vote to raise and appropriate the sum of **thirty thousand dollars (\$30,000)** to continue improvements to the complex including but not limited to expansion of parking, improving drainage, loaming and seeding and general equipment and improvements to the existing fields. Said amount to come from the unassigned fund balance as of December 31, 2022. **(Tax Estimate \$0.00) (Majority vote required) (Recommended by the Board of Selectmen 0-0) (Recommended by the Budget committee 13-0)**

A discussion was held regarding the purpose and process for an unassigned fund balance. Ms. Sanderson explained that the Selectboard has confirmed that the balance will cover the warrant articles.

On a motion made by Mr. Chase, seconded by Mr. Frye, the Committee voted unanimously, by roll call vote, to recommend Article 13, as written; 15/0.

Mr. McGuigan read warrant article 14 as follows:

Article 14: TOWN MASTER PLAN UPDATE

To see if the Town will vote to raise and appropriate the sum of **forty-five thousand dollars (\$45,000)** to continue updating of the Town's 2002 master plan. This sum will provide an update and/or development up to four additional chapters. Thirty thousand (\$30,000) to come from the unassigned fund balance as of December 31, 2022 and the balance of fifteen thousand (\$15,000) to come from grants. **(Tax Estimate \$0.00) (Majority vote required) (Recommended by the Board of Selectmen 0-0) (Recommended by the Budget committee 0-0)**

On a motion made by Mr. Chase, seconded by Mr. Jandebour, the Committee voted unanimously, by roll call vote, to recommend Article 14, as written; 15/0.

Mr. McGuigan read warrant article 15 as follows:

Article 15: FIRE RESCUE VEHICLE SPECIAL REVENUE FUND CAB AND CHASSIS

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LEASE/PURCHASE

To see if the Town will vote to raise and appropriate the sum of **two hundred thousand dollars (\$200,000)** for the purchase of a new cab and chassis to replace the existing 2013 cab and chassis and the transfer of the existing ambulance #1 patient transport box on to the new cab and chassis and to authorize the withdrawal of seventy-five thousand dollars (\$75,000) from the Fire Rescue Vehicle Special Revenue Fund and further to authorize the Selectmen to enter into a four year lease/purchase agreement for the balance of the one hundred and twenty-five thousand dollars (\$125,000). The existing ambulance 1 cab and chassis will be retained for construction of a new forestry vehicle if article 16 is approved. **(Tax Estimate \$0.00) (Majority vote required) (Recommended by the Board of Selectmen 0/0) (Recommended by the Budget Committee 0-0)**

Mr. Moore made a motion, seconded by Mr. Frye, to recommend Article 15, as written.

Mr. Jandebaur commented that in today's world engines outlast frames and bodies. He stated that the use of an older frame is a dunderheaded idea.

Ms. Colburn stated that many fire departments are doing this now; it is very common.

Mr. Young asked about available funds. Mr. Johnson explained that the Selectboard will not fund the purchase unless they decide to transfer funds from the operating budget.

Ms. Sanderson explained that the Department is aware of the equipment's condition and would not have suggested this approach if it were not a valid option allowing them the opportunity to save funds. She stated that she would defer the matter to the Department as it is their equipment and they have presented this as a valid fiscal method to get this option into play.

VOTE: YES: BC, TC, MF, BH, MM, KM, PS, BW, BY, EB, MJ. NO: GD, TJ, BS, TW. Motion passed; 11/4.

Mr. McGuigan read warrant article 16 as follows:

Article 16 FORESTRY VEHICLE

To see if the Town will vote to raise and appropriate the sum of **sixty thousand dollars \$60,000** for the construction of a new forestry vehicle utilizing the existing ambulance 1 cab and chassis and adding the necessary forest fighting equipment to the vehicle and to authorize the withdrawal of sixty thousand dollars (\$60,000) from the Fire Rescue Vehicle Special Revenue Fund. **(Tax Estimate \$0.00) (Majority vote required) (Recommended by the Board of Selectmen 0/0) (Recommended by the Budget Committee 0-0)**

Mr. Frye made a motion, seconded by Mr. Chase, to recommend Article 15, as written.

Mr. Wilkinson stated that there is an unknown need for this type of vehicle. He added that it seems that the Department may be putting the cart before the horse. He suggested holding off on any more equipment.

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Mr. Fry referred to the article language and asked what the outcome would be should Article 15 be defeated. Ms. Sanderson stated that Article 16 would not occur if Article 15 failed.

VOTE: YES: BC, TC, MF, BH, MM, KM, PS, BW, EB, MJ. NO: GD, TJ, BS, TW, BY. Motion passed; 10/5.

Mr. McGuigan read warrant article 17 as follows:

Article 17: FIRE APPARATUS LEASE/PURCHASE PAYMENT

To see if the Town will vote to raise and appropriate **fifty-two thousand two hundred thirty-seven dollars (\$52,237)** as the third payment on a 5-year lease/purchase agreement for a Tanker Truck with said funds to come from the Fire Rescue Vehicle Replacement Special Revenue Fund established for this purpose. If this article is defeated the vehicle must be returned and the town loses the \$300,000 down payment and all prior years payments. **(Tax Estimate \$0.00) (Majority vote required) (Recommended by the Board of Selectmen 0-0) (Recommended by the Budget Committee 0-0)**

On a motion made by Mr. Moore, seconded by Mr. Frye, the Committee voted unanimously, by roll call vote, to recommend Article 17, as written; 15/0.

Mr. McGuigan read warrant article 18 as follows:

Article 18: FIRE RESCUE VEHICLE SPECIAL REVENUE FUND LEASE PURCHASE PAYMENT

To see if the Town will vote to raise and appropriate **twenty-six thousand two hundred twenty-five dollars (\$26,225)**, as the third payment on a 7-year lease/purchase agreement for an ambulance with said funds to come from the Fire Rescue Vehicle Replacement Special Revenue Fund established for this purpose. If this article is defeated the vehicle must be returned and the town loses the \$100,000 down payment and the first and second-year payment. **(Tax Estimate \$0.00) (Majority vote required) (Recommended by the Board of Selectmen 0-0) (Recommended by the Budget Committee 0-0)**

On a motion made by Mr. Chase, seconded by Ms. Dole, the Committee voted unanimously, by roll call vote, to recommend Article 18, as written; 15/0.

Mr. McGuigan read warrant article 19 as follows:

Article 19: HIGHWAY DUMP TRUCK LEASE/PURCHASE PAYMENT

To see if the Town will vote to raise and appropriate a sum of **twenty-six thousand four hundred thirty-nine dollars (\$26,439)** for the fifth-year lease payment of the seven-year lease/purchase agreement of a highway dump truck that was approved at the 2019 Town Meeting. If this is defeated the vehicle must be returned and the town loses all the money it has spent in prior years. **(Tax Estimate \$0.04) (Majority vote required) (Recommended by the Board of Selectmen 0-0) (Recommended by the Budget Committee 0-0)**

On a motion made by Mr. Moore, seconded by Mr. Frye, the Committee voted unanimously, by roll call vote, to recommend Article 19, as written; 15/0.

Mr. McGuigan read warrant article 20 as follows:

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Article 20: HIGHWAY DEPARTMENT BACKHOE LEASE/PURCHASE PAYMENT

To see if the Town will vote to raise and appropriate the sum of **twenty thousand two hundred ninety-eight dollars (\$20,298)** for the fifth of five yearly payments for the lease/purchase of the backhoe. This lease agreement was approved in 2018 and does contain an escape clause so if the article is defeated the vehicle must be returned and all prior expenditures will be lost. **(Tax Estimate \$0.03) (Majority vote required) (Recommended by the Board of Selectmen 0-0) (Recommended by the Budget Committee 0-0)**

On a motion made by Mr. Frye, seconded by Mr. Moore, the Committee voted unanimously, by roll call vote, to recommend Article 20, as written; 15/0.

Article 21: EXPENDABLE TRUST FUND DEPOSITS

Article 21 was postponed due to the need for the final figures.

Mr. McGuigan read warrant article 22 as follows:

Article 22: VESTED BENEFIT EXPENDABLE TRUST FUND DEPOSIT

To see if the Town will vote to raise and appropriate the sum of **ten thousand dollars (\$10,000)** to be added to the Benefit Vested Time Expendable Trust Fund previously established. Said amount to come from taxation. Current balance as of December 31, 2022: \$xxxxxx. **(Tax Estimate \$0.01) (Majority vote required) (Recommended by the Board of Selectmen 0-0) (Recommended by the Budget Committee 0-0)**

On a motion made by Ms. Dole, seconded by Mr. Wilkinson, the Committee voted unanimously, by roll call vote, to recommend Article 22, as written, with the understanding that the final value will be provided by the end of the year; 15/0.

Mr. McGuigan read warrant article 23 as follows:

Article 23: HIGHWAY EQUIPMENT CAPITAL RESERVE FUND

To see if the Town will vote to raise and appropriate the sum of **forty thousand dollars (\$40,000)** to be deposited into the previously established Highway Equipment Capital Reserve Fund. Said amount to come from the unassigned fund balance as of December 31, 2022. Current balance in this fund as of December 31, 2022: \$xxxxxx. **(Tax Estimate \$0.00) (Majority vote required) (Recommended by the Board of Selectmen 0-0) (Recommended by the Budget Committee 0-0)**

Mr. Johnson stated that the actual amount in the fund is not available at this time; however, can be provided at a later date.

On a motion made by Mr. Chase, seconded by Mr. Wilkinson, the Committee voted unanimously, by roll call vote, to recommend Article 23, as written; 15/0.

Mr. McGuigan read warrant article 24 as follows:

Article 24: POLICE EQUIPMENT CAPITAL RESERVE FUND

To see if the Town will vote to raise and appropriate the sum of **six thousand dollars (\$6,000)** to be deposited into the previously established Police Equipment Capital Reserve Fund. Current balance in this fund as of December 31, 2022: \$xxxxxxx. **(Tax Estimate \$0.01) (Majority vote required) (Recommended by the Board of Selectmen 0-0) (Recommended by the Budget Committee 0-0)**

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Mr. Johnson stated that the actual amount in the fund is not available at this time; however, can be provided at a later date.

On a motion made by Mr. Chase, seconded by Mr. Wilkinson, the Committee voted unanimously, by roll call vote, to recommend Article 24, as written; 15/0.

Article 25: LAGOON MAINTENANCE AND REPAIR EXPENDABLE TRUST FUND

Article 25 was postponed due to the need for the final figures.

Mr. McGuigan read warrant article 26 as follows:

Article 26: AQUATIC INVASIVE SPECIES PREVENTION EXPENDABLE TRUST FUND

To see if the Town will vote to raise and appropriate the sum of **eight thousand two hundred and fifty dollars (\$8,250)** to be deposited into the previously established Aquatic Invasive Species Prevention Expendable Trust Fund. Current balance in this fund as of December 31, 2022, is \$xxxxxx **(Tax Estimate \$0.01) (Majority vote required) (Recommended by the Board of Selectmen 0-0) (Recommended by the Budget Committee 0-0)**

On a motion made by Mr. Moore, seconded by Mr. Frye, the Committee voted unanimously, by roll call vote, to recommend Article 26, as written, with the understanding that the final value will be provided by the end of the year; 15/0.

Mr. McGuigan read warrant article 27 as follows:

Article 27: AQUATIC INVASIVE SPECIES TREATMENT AND CONTROL EXPENDABLE TRUST FUND

To see if the Town will vote to raise and appropriate the sum of **twelve thousand dollars (\$12,000)** to be deposited into the previously established Aquatic Invasive Species Treatment and Control Expendable Trust Fund. Current balance in this fund as of December 31, 2022 is \$xxxxxx. **(Tax Estimate \$0.02) (Majority vote required) (Recommended by the Board of Selectmen 0-0) (Recommended by the Budget Committee 0-0)**

On a motion made by Mr. Hall, seconded by Mr. Jobin, the Committee voted unanimously, by roll call vote, to recommend Article 27, as written, with the understanding that the final value will be provided by the end of the year; 15/0.

Mr. McGuigan read warrant article 28 as follows:

Article 28: TERRESTRIAL INVASIVE SPECIES EXPENDABLE TRUST FUND

To see if the Town will vote to raise and appropriate the sum of **ten thousand dollars (\$10,000)** to be deposited into the previously established Terrestrial Invasive Species Expendable Trust Fund. Current balance as of December 31, 2022 is \$xxxxxx. **(Majority vote required) (Tax Estimate \$0.01) (Recommended by the Board of Selectmen 0/0) (Recommended by the Budget Committee 0-0)**

On a motion made by Mr. Chase, seconded by Ms. Sanderson, the Committee voted unanimously, by roll call vote, to recommend Article 28, as written, with the understanding that the final value will be provided by the end of the year; 15/0.

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Mr. McGuigan read warrant article 29 as follows:

Article 29: FACILITIES COMMITTEE EXPENDABLE TRUST DEPOSIT

To see if the Town will vote to raise and appropriate the sum of **forty thousand dollars (\$40,000)** to be deposited into the Facilities Committee Expendable Trust Fund previously established for the maintenance, improvement, repairs, and replacement of general government buildings including the Chesley Memorial Library. Said amount to come from the unassigned fund balance as of December 31, 2022. Current balance in this fund as of December 31, 2022: \$xxxxxx. **(Tax Estimate \$0.00) (Majority vote required) (Recommended by the Board of Selectmen 0-0) (Recommended by the Budget Committee 0-0)**

On a motion made by Mr. Chase, seconded by Mr. Frye, the Committee voted unanimously, by roll call vote, to recommend Article 29, as written, with the understanding that the final value will be provided by the end of the year; 15/0.

Mr. McGuigan read warrant article 30 as follows:

Article 30: ROAD IMPROVEMENT EXPENDABLE TRUST FUND

To see if the Town will vote to raise and appropriate the sum of **fifty thousand dollars (\$50,000)** to be deposited into the Roads Improvement Expendable Trust fund for improvements to Town roads including but not limited to paving, installing and replacing culverts, tree removal prior to road work, crack sealing, ditching, grading, and full reconstruction, etc. Said amount to come from the unassigned fund balance as of December 31, 2022. Said funds will be used for road improvement projects as outlined in the Town's 2022 Road Surface Management Plan and for emergency road repairs as they arise. The balance in this fund as of December 31, 2022, is \$xxxxxx. **(Tax Estimate \$0.00) (Majority vote required) (Recommended by the Board of Selectmen (0-0) (Recommended by the Budget Committee 0-0)**

On a motion made by Mr. Frye, seconded by Mr. Moore, the Committee voted unanimously, by roll call vote, to recommend Article 30, as written, with the understanding that the final value will be provided by the end of the year; 15/0.

Mr. McGuigan read warrant article 31 as follows:

Article 31: TOWN EMPLOYEE COST OF LIVING INCREASE

To see if the Town will vote to raise and appropriate the sum of sixty-eight thousand dollars (\$68,000) to cover the salary and benefits-cost associated with providing a 3% COLA (cost of living adjustment) in 2023 for all town employees. Said amount to come from taxation. **(Tax Estimate \$0.08) (Recommended by the Board of Selectmen 0/0) (Recommended by the Budget Committee 0-0)**

Mr. Wilkinson made a motion, seconded by Ms. B. Smith, to recommend Article 31, as written.

Mr. Jandebour stated that he supports the COLA for the Town's employees; it is necessary and needed. He noted the wording indicated this would be for all employees; some employees already receive substantial wages.

Mr. Johnson stated that the proposed article is correct as read. The COLA is being proposed for all employees. He noted that the article from 2021 stated it was for

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all non-contractual employees.

Mr. Wilkinson asked what happens if this article passes and the budget does not.

Ms. Sanderson explained that this article has its own separate tax rate. She added that the Town has excellent Staff, and they do a really good job. The Selectboard feel that the COLA is important, and it is important to keep our employees.

Mr. Winslow asked if the operating budget passes and this article does not pass, would the operating budget be able handle the COLA increase.

Mr. Johnson stated that the if there is a default budget again the step increases are in the operating budget. He added that the Selectboard could try to fund the COLA if funds were available.

Mr. Chase noted that the verbiage for wages and salaries varies throughout the articles. Mr. Johnson noted that DRA may suggest different terminology.

**VOTE: YES: BC, TC, GD, MF, BH, MM, BS, TW, KM, PS, BW, BY, EB, MJ.
NO: TJ. Motion passed; 14/1.**

Mr. McGuigan read warrant article 32 as follows:

Article 32: CREATING A FULL TIME CODE, COMPLIANCE AND BUILDING INSPECTOR POSITON

To see if the Town will vote to approve creating a full-time code, compliance and building inspector position and to raise and appropriate the sum of forty-two thousand seven hundred (\$42,700) to pay the additional wages and benefits not included in the proposed operating budget and further to authorize the Select Board and Budget Committee to include the necessary funds in future operating budgets to support this new full-time position. Said amount to come from taxation. **(Tax Estimate \$0.05) (Majority vote required) (Recommended by the Board of Selectmen 0/0) (Recommended by the Budget Committee 0-0)**

Mr. Wilkinson stated that it is important to have this position and that is become full-time; it is three positions and just makes sense. The employee is very busy with Zoning Board issues and has been doing a marvelous job. This position requires a competent and professional person; it would be great to retain the Staff and pay him for doing a good job.

On a motion made by Mr. Wilkinson, seconded by Ms. Sanderson, the Committee voted unanimously, by roll call vote, to recommend Article 32, as written.

Mr. McGuigan read warrant article 33 as follows:

Article 33: CREATING A FULL TIME ASSISTANT LIBRARIAN

To see if the Town will vote to approve creating a full-time assistant librarian position and to raise and appropriate the sum of twenty-five thousand four hundred (\$25,400) to pay the additional wages and benefits not included in the proposed operating budget and further to authorize the Library Trustees and Budget Committee to include the necessary funds in future operating budgets to support this new full-time position. **(Tax Estimate \$0.03) (Majority vote required) (Recommended by the Board of Selectmen 0/0) (Recommended by the Budget Committee 0-0)**

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Ms. B. Smith made a motion, seconded by Ms. Dole, to recommend Article 33, as written.

Mr. Frye referred to the three proposed full-time positions, articles 32, 33, and 34, and asked if the articles pass, then the salaries would be added into the default budget. Mr. McGuigan replied yes.

**VOTE: YES: BC, TC, GD, MF, BH, MM, BS, TW, KM, PS, BW, BY, EB, MJ.
NO: TJ. Motion passed; 14/1.**

Mr. McGuigan read warrant article 34 as follows:

Article 34: CREATING A FULL TIME TECHNOLOGY LIBRARIAN

To see if the Town will vote to approve creating a full-time technology librarian position and to raise and appropriate the sum of twenty-five thousand eight hundred and fifty dollars (\$25,850) to pay the additional wages and benefits not included in the proposed operating budget and further to authorize the Library Trustees and Budget Committee to include the necessary funds in future operating budgets to support this new full-time position. **(Tax Estimate \$0.03) (Majority vote required)**
(Recommended by the Board of Selectmen 0/0) (Recommended by the Budget Committee 0-0)

Ms. B. Smith made a motion, seconded by Ms. Dole, to recommend Article 34, as written.

VOTE: YES: BC, TC, GD, BH, MM, BS, TW, KM, PS, BW, BY, EB, MJ. NO: TJ, MM. Motion passed; 13/2.

Mr. McGuigan read warrant article 35 as follows:

Article 35: Center School Rehabilitation

To see if the Town will vote to raise and appropriate the sum of **ninety-five thousand dollars (\$95,000)** for the repair and restoration of the former Center School located at 818 1st NH Turnpike. Said project including but not limited to abating all hazardous materials, “gutting” the building to the outside walls and studs, repairing the existing foundation, removing the existing rear addition and constructing a new addition of similar size to include one full appropriate sized ADA compliant bathroom and a small kitchenet, replacing all insulation on all exterior walls and sheetrock and painting all interior walls, upgrading all electrical, mechanical and plumbing systems to meet all building and life safety codes. The finished building will be used for recreational, leisure, meeting and other activities deemed appropriate by the Select Board. Said amount to come from taxation **(Tax Estimate \$0.11) (Majority vote required)**
(Recommended by the Board of Selectmen 0/0) (Recommended by the Budget Committee 0-0)

Mr. Chase made a motion, seconded by Mr. Frye, to recommend Article 35, as written.

Ms. B. Smith asked what happens if the article passes and there is not enough funding. Mr. McGuigan explained that if the article passes the funds can be spent by the Selectboard for the project; finishing or not is not germane.

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Ms. Dole stated that the project was discussed with the CIP committee. A member of the CIP who is a contractor gave his viewpoint that there was no way that the building could be rehabilitated; it will fall apart. There may be additional issues and should there not be enough funding the building will be incomplete. She suggested the Committee not recommend this article.

Mr. Chase asked for additional information. Ms. Sanderson stated that the Selectboard had a contractor look at the building who provided the estimate. She added to not preclude that everyone is on board to spend the funds; there are other building upgrades that are more of a priority than this building.

Mr. Jandebour suggested that each member take a look at the building; it is in rough shape. He noted that the back of Town Hall is in need of repairs, and we should be careful where we spend money. He stated that he believes the repairs will be more than the proposed amount.

Mr. Chase noted that many have fond memories with this building. He requested that the plaques be saved.

The motion failed by a unanimous roll call vote; 0/15.

Mr. McGuigan read warrant article 36 as follows:

Article 36: Raze the Center School

In the event Article 31 fails, to see if the Town will vote to raise and appropriate the sum of fifteen thousand dollars (\$15,000) to raze the former Center School building located at 818 1st NH Turnpike next to the Town Hall and restore the property to a level area. Said amount to come from taxation **If Article 35 passes this article will be passed over. (Tax Estimate \$0.02) (Majority vote required) (Recommended by the Board of Selectmen 0/0) (Recommended by the Budget Committee 0-0)**

No discussion was held.

On a motion made by Mr. Wilkinson, seconded by Ms. B. Smith, the Committee voted unanimously, by roll call vote, to recommend Article 36, as written.

Chair McGuigan stated the Committee has completed their review and recommendations of the 2023 proposed Town budget and warrant articles. He stated that the December 7, 2022, meeting could be canceled.

Mr. Frye stated that with all due respect to Ms. L. Smith, the Chairman wanted to move forward with a vote for the Town's budget; they appreciate the work she does.

On a motion made by Ms. Dole, and seconded by Mr. Frye, the Committee voted unanimously, by roll call vote, to recess until Saturday, December 10, 2022, at 9:00 a.m.

Respectfully submitted,



Land Use Administrative Assistant