

BUDGET COMMITTEE
JANUARY 12, 2022

Chair Ginger Dole called the meeting to order at 7:00 PM and opened the work session

PRESENT: Ginger Dole, Chair, Tom Chase, Vice Chair, Betsy Colburn, (participated electronically) Brad Hall, Tim Jandebour, Michael Moore, Steve Robinson, Betty Smith, Paul Tudor, Pam Sanderson, Jim Guzofski, Selectmen's Rep, Bob Young, Water District Rep, Mike Jobin, Cove Village Rep. Eric Buckland, Gulf Village District Rep. (arrived at 6:15 PM)

Absent: (excused) Brian Winslow, Ted Wilkinson (not excused) Dan McNally

Betsy Colburn is not attending in person based on her doctor's orders.

Work Session:

Article 6: ROAD CONSTRUCTION/RESURFACING/PAVING AND DITCHING

To see if the Town will vote to raise and appropriate the sum of **Two hundred thousand dollars (\$200,000)** 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 St., Jenness Pond Rd., Old Pittsfield Rd, Old Turnpike Rd. and Ye Old Canterbury Rd in accordance with the Town's 2022 road plan said amount to come from the unassigned fund balance as of December 31, 2021. **(Tax Impact \$0.00) (Majority vote required) (Recommended by the Board of Selectmen 4-0) (Recommended by the Budget committee 0-0)**

Motion is made by Ms. B. Smith, seconded by Ms. P. Sanderson to recommend Article 6.

Ginger Dole, yes. Tom Chase, yes. Betsy Colburn, yes. Brad Hall, yes. Tim Jandebour, no. Michael Moore, yes. Betty Smith, yes. Paul Tudor, yes. Pam Sanderson, yes. Jim Guzofski, yes. Bob Young, yes. Mike Jobin, yes. Steve Robinson, yes.

Motion carried 12/1

Article 13: EXPENDABLE TRUST FUND DEPOSITS

To see if the Town will vote to raise and appropriate the sum of **One hundred and thirty-three thousand nine hundred and fifty-four dollars (\$133,954)**, to be placed in the following existing expendable trust funds created under RSA 31:19 - a. These amounts represent the amount of user fees deposited in the general fund in 2021 for these purposes, and the appropriation shall be funded by the withdrawal of the sum from the unexpended fund balance as of December 31, 2021. Current balance as of December 31, 2021: Cable \$33,546 Transfer Station \$97,208, and Cemetery: \$3,200.

(No Tax Impact) (Majority vote required) (Recommended by the Board of Selectmen 4-0) (Recommended by the Budget committee (0-0)

Motion is made by Ms. B. Smith, seconded by Mr. Moore to recommend Article 13.

Ginger Dole, yes. Tom Chase, yes. Betsy Colburn, yes. Brad Hall, yes. Tim Jandebour, yes. Michael Moore, yes. Betty Smith, yes. Paul Tudor, yes. Pam Sanderson, yes. Jim Guzofski, yes. Bob Young, yes. Mike Jobin, yes. Steve Robinson, yes.

Motion carried 14/0

Article 17: LAGOON MAINTENANCE AND REPAIR EXPENDABLE TRUST FUND

To see if the Town will vote to raise and appropriate the sum of **ten thousand eight hundred and seventy-five dollars (\$10,875)**. to be placed in the Lagoon Maintenance and Repair Expendable Trust Fund and to fund this appropriation by authorizing the withdrawal of that amount from the Lagoon Special Revenue Fund held by the Northwood Treasurer. Current balance as of December 31, 2021: \$104,989 **(No Tax Impact) (Majority vote required) (Recommended by the Board of Selectmen (4-0) (Recommended by the Budget Committee (0-0))**

Motion is made by Ms. B. Smith, seconded by Mr. Moore to recommend Article 17.

Ginger Dole, yes. Tom Chase, yes. Betsy Colburn, yes. Brad Hall, yes. Tim Jandebour, yes. Michael Moore, yes. Betty Smith, yes. Paul Tudor, yes. Pam Sanderson, yes. Jim Guzofski, yes. Bob Young, yes. Mike Jobin, yes. Steve Robinson, yes.

Motion carried 14/0

Petition Warrant Article 26: Town Employees Cost of Living Wage Increase

To see if the Town will vote, in the event of the proposed 2022 town budget not passing, to provide a onetime 2% COLA (cost of living increase) in 2022 for all “at-will” (non-contract) town employees and further to raise and appropriate \$41,816 to cover the salary and benefits-cost associated with the increase. **(Tax Impact \$.06) (Recommended by the Board of Selectmen 4/0) (Recommended by the Budget Committee 0/0)**

Motion is made by Ms. B. Smith, seconded by Mr. Moore to recommend Article 26.

Ginger Dole, yes. Tom Chase, yes. Betsy Colburn, yes. Brad Hall, yes. Tim Jandebour, yes. Michael Moore, yes. Betty Smith, yes. Paul Tudor, yes. Pam Sanderson, yes. Jim Guzofski, yes. Bob Young, yes. Mike Jobin, yes. Steve Robinson, yes.

Motion carried 14/0

Chair Dole recessed the work session and opened the public hearing.

Article 4: HIGHWAY DUMP TRUCK PURCHASE

To see if the Town will vote to raise and appropriate the sum of one hundred and twenty-six thousand dollars (\$126,000) for the purchase of a six-wheel dump truck with plow, wing and sander for the highway department and to authorize the withdrawal of one hundred and

twenty-six thousand dollars (\$126,000) from the Highway Equipment Capital Reserve Account. This purchase replaces the existing 2006 six-wheel dump truck. (No Tax Impact) (Majority vote required) (Recommended by the Board of Selectmen 5-0) (Recommended by the Budget Committee 12-1)

No public Comment

Article 5: COMMUNICATIONS EQUIPMENT PURCHASE

To see if the Town will raise and appropriate the sum of thirty-three thousand dollars (\$33,000) for the acquisition of communication equipment pursuant to the third and final year of the three-year Fire Department Mobile Communications Equipment Replacement Plan. The plan will replace all our portable and mobile radios over the three-year period. This purchase is in accordance with the Town's Capital Improvement Plan. Said amount to come from the unassigned fund balance as of December 31, 2021 (Tax Impact \$0.) (Majority vote required) (Recommended by the Board of Selectmen 5-0) (Recommended by the Budget Committee 13-0)

No public comment

Article 6: ROAD CONSTRUCTION/RESURFACING/PAVING AND DITCHING

To see if the Town will vote to raise and appropriate the sum of Two hundred thousand dollars (\$200,000) 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 St., Jenness Pond Rd., Old Pittsfield Rd, Old Turnpike Rd. and Ye Old Canterbury Rd in accordance with the Town's 2022 road plan said amount to come from the unassigned fund balance as of December 31, 2021. (Tax Impact \$0.00) (Majority vote required) (Recommended by the Board of Selectmen 4-0) (Recommended by the Budget committee 0-0)

No public comment

Article 7: RT 4 RECREATION COMPLEX IMPROVEMENTS

To see if the Town will vote to raise and appropriate the sum of twenty-seven thousand dollars (\$27,000) to continue improvements to the complex including but not limited to expansion of parking, improving drainage, ledge removal, loaming and seeding and general improvements to the existing fields. Said amount to come from the unassigned fund balance as of December 31, 2021. Tax Impact \$0.) (Majority vote required) (Recommended by the Board of Selectmen 5-0) (Recommended by the Budget committee 13-0)

No public comment

Article 8: TOWN MASTER PLAN UPDATE

To see if the Town will vote to raise and appropriate the sum of eighteen thousand dollars (\$18,000) to begin the updating of the Town's 2002 master plan. This sum will provide an update of the Vision and Land Use Chapters which are the required sections. Revisions to the master plan are recommended every 5 to 10 years. Failure to update and keep a master plan current may put in jeopardy the legality of any ordinances that depends on a master plan. Said amount to come from taxation. (Tax Impact \$0.03) (Majority vote required) (Recommended by the Board of Selectmen 5-0) (Recommended by the Budget committee 13-0)

No public comment

Article 9: 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 second 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 the first-year payment. (No Tax Impact) (Majority vote required) (Recommended by the Board of Selectmen 5-0) (Recommended by the Budget Committee 13-0)

No public comment

Article 10: AMBULANCE 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 second 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-year payment. (No Tax Impact) (Majority vote required) (Recommended by the Board of Selectmen 5-0) (Recommended by the Budget Committee 13-0)

No public comment

Article 11: HIGHWAY DUMP TRUCK LEASE/PURCHASE

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 fourth-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 impact \$0.04) (Majority vote required) (Recommended by the Board of Selectmen 5-0) (Recommended by the Budget Committee 13-0)

No public comment

Article 12: 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 fourth 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 Impact \$0.03) (Majority vote required) (Recommended by the Board of Selectmen 5-0) (Recommended by the Budget Committee 13-0)

No public comment

Article 13: EXPENDABLE TRUST FUND DEPOSITS

To see if the Town will vote to raise and appropriate the sum of One hundred and thirty-three thousand nine hundred and fifty-four dollars (\$133,954), to be placed in the following existing expendable trust funds created under RSA 31:19 - a. These amounts represent the amount of user fees deposited in the general fund in 2021 for these purposes, and the appropriation shall be funded by the withdrawal of the sum from the unexpended fund balance as of December 31, 2021. Current balance as of December 31, 2021: Cable \$33,546 Transfer Station \$97,208, and

Cemetery: \$3,200. (No Tax Impact) (Majority vote required) (Recommended by the Board of Selectmen 4-0) (Recommended by the Budget committee (14-0)

No public comment

Article 14: 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. Current balance as of December 31, 2021: \$30,419. (Tax Impact \$0.02) (Majority vote required) (Recommended by the Board of Selectmen 5-0) (Recommended by the Budget Committee 13-0)

No public comment

Article 15: 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, 2021. Current balance in this fund as of December 31, 2021: \$126,048. (Tax Impact \$0.00) (Majority vote required) (Recommended by the Board of Selectmen 5-0) (Recommended by the Budget Committee 13-0)

No public comment

Article 16: 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, 2021: \$23,148. (Tax Impact \$0.01) (Majority vote required) (Recommended by the Board of Selectmen 5-0) (Recommended by the Budget Committee 13-0)

No public comment

Article 17: LAGOON MAINTENANCE AND REPAIR EXPENDABLE TRUST FUND

To see if the Town will vote to raise and appropriate the sum of ten thousand eight hundred and seventy-five dollars (\$10,875). to be placed in the Lagoon Maintenance and Repair Expendable Trust Fund and to fund this appropriation by authorizing the withdrawal of that amount from the Lagoon Special Revenue Fund held by the Northwood Treasurer. Current balance as of December 31, 2021: \$104,989 (No Tax Impact) (Majority vote required) (Recommended by the Board of Selectmen (4-0) (Recommended by the Budget Committee (14-0)

No public comment

Article 18: AQUATIC INVASIVE SPECIES PREVENTION EXPENDABLE TRUST FUND

To see if the Town will vote to raise and appropriate the sum of seven thousand dollars (\$7,000) to be deposited into the previously established Aquatic Invasive Species Prevention Expendable Trust Fund. Current balance in this fund as of December 31, 2021 is \$2,514. (Tax Impact \$0.01) (Majority vote required) (Recommended by the Board of Selectmen 5-0) (Recommended by the Budget Committee 13-0)

No public comment

Article 19: 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, 2021 is \$302.00. (Tax Impact \$0.02) (Majority vote required) (Recommended by the Board of Selectmen 5-0) (Recommended by the Budget Committee 13-0)

No public comment

Article 20: TERRESTRIAL INVASIVE SPECIES EXPENDABLE TRUST FUND

To see if the Town will vote to raise and appropriate the sum of ten thousand (\$10,000) to be deposited into the previously established Terrestrial Invasive Species Expendable Trust Fund. Current balance as of December 31, 2021 is \$4.00. (Majority vote required) (Tax Impact \$0.01) (Recommended by the Board of Selectmen 5/0) (Recommended by the Budget Committee 13-0)

No public comment

Article 21: FACILITIES COMMITTEE EXPENDABLE TRUST DEPOSIT

To see if the Town will vote to raise and appropriate the sum of twenty-five thousand dollars (\$25,000) 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, 2021. Current balance in this fund as of December 31, 2021: \$33,399. (Tax Impact \$0) (Majority vote required) (Recommended by the Board of Selectmen 5-0) (Recommended by the Budget Committee 13-0)

No public comment

Article 22: Information Technology Capital Reserve Account

To see if the Town will vote to raise and appropriate the sum of fifteen thousand dollars (\$15,000) to be deposited into the Information Technology Capital Reserve Fund for the maintenance and replacement of the Town's computer hardware and software programs. The balance in this fund as of December 31, 2021 is \$16,612. Said amount to come taxation. (Tax Impact \$.02). Majority vote required. (Recommend by the Board of Selectmen 5-0) (Recommended by the Budget Committee 13-0)

No public comment

Article 23: 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, 2021. 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, 2021 is \$150,076. (No Tax Impact) (Recommended by the Board of Selectmen (5-0) (Recommended by the Budget Committee 13-0)

No public comment

Article 25: Narrows Fire Station Pavement Replacement

To see if the Town will vote to raise and appropriate the sum of thirty-five thousand (\$35,000) to reconstruct the subbase and repave all the existing paved areas at the Narrows fire station. Said amount to come from taxation. (Tax Impact \$.05) (Recommended by the Board of Selectmen 5-0) (Recommended by the Budget Committee 13-0)

No public comment

Petition Warrant Article 26: Town Employees Cost of Living Wage Increase

To see if the Town will vote, in the event of the proposed 2022 town budget not passing, to provide a onetime 2% COLA (cost of living increase) in 2022 for all “at-will” (non-contract) town employees and further to raise and appropriate \$41,816 to cover the salary and benefits-cost associated with the increase. (Tax Impact \$.06) (Recommended by the Board of Selectmen 4/0) (Recommended by the Budget Committee 14/0)

Jim Hadley

There are 16 warrant articles that are taxation, and 13 that are from surplus. Is there any reason why that is? Selectman Guzofski stated that it his understanding that it is a sort of juggling act as to what to put in the budget and what to put into warrant articles.

Article 3: 2022 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 three million eight hundred and eighty-one thousand three hundred and sixty-four dollars (\$3,881,364). Should this article be defeated, the default budget shall be three million seven hundred thirty-four thousand and ninety-eight dollars (\$3,734,098) 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. (Tax Impact Net of estimated revenue \$3.13) (Majority vote required) (Not Recommended by the Board of Selectmen 4-0) (Recommended by the Budget Committee 9-6)

Jim Hadley

Mr. Hadley stated that he wanted to thank the committee members that voted to reduce the budget. He stated that he has included in his letter information about what the options are for the selectmen, because Northwood has a municipal budget committee, the selectmen can come to this committee with the budget committee’s approval, and then it goes to DRA for their approval. They have to have a funding source that is an unexpended fund balance. As of 12/31/2020, Northwood’s balance was 1.2 million. Northwood didn’t use the surplus in 2019 or 2020. He stated that he wanted to thank all of them for their hard work.

Chair Dole closed the public hearing and opened work session

Article 3: 2022 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 three million eight hundred and eighty-one thousand three hundred and sixty-four dollars (\$3,881,364). Should this article be defeated, the default budget shall be

three million seven hundred thirty-four thousand and ninety-eight dollars (\$3,734,098) 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. (Tax Impact Net of estimated revenue \$3.13) (Majority vote required) (Not Recommended by the Board of Selectmen 4-0) (Recommended by the Budget Committee 9-6)

Motion is made by Selectman Guzofski seconded by Mr. Chase to confirm the total for Article 3.

Ginger Dole, yes. Tom Chase, yes. Betsy Colburn, yes. Brad Hall, yes. Tim Jandebour, yes. Michael Moore, yes. Betty Smith, yes. Paul Tudor, yes. Pam Sanderson, no. Jim Guzofski, no. Bob Young, no. Mike Jobin, yes. Steve Robinson, yes.

Motion carried 11/3

Internal Business: Upcoming Meeting

A work session was scheduled for February 15 at 7PM

Ms. B. Smith made a motion to adjourn at 8:15 PM. Mr. Chase seconded. Motion carried by roll call vote 14/0

Respectfully submitted,

Susan Austin, Land Use Assistant