

Approved: \_\_\_\_\_  
Approved with changes: \_\_\_\_\_  
Unapproved: \_\_\_\_\_

**Effingham Budget Committee Minutes**  
**68 School Street, Effingham**  
**October 29, 2019**

**Members Present:** Dave Strauss (chair), Leo Racine (vice chair), Theresa Swanick, Chuck Fuller (selectmen's rep), Jory Augenti, & Tim Eldridge, Tom Hart.

**Members Absent:** None.

**Others Present:** Nate Fogg, John Meisner (selectman), Mike Cahalane (selectman), Ian McMillan (police sergeant), Grace Fuller, Deanna, Westie, Laurie Caldwell (treasurer), Carol Pfister, Erik Jones, Crystal Hoyt, Pat Piper, Cheryle Feirick.

The meeting was called to order at 6:35pm.

**Minutes**

The Budget Committee (BC) reviewed the minutes from the September 10<sup>th</sup> meeting.

**A motion was made by Tim Eldridge to approve the September 10<sup>th</sup> minutes as written. The motion was seconded by Leo Racine. The vote was 7-0 in favor of the motion.**

**Town Fund Balance**

The DRA unrestricted fund balance for 2018 was \$561,385, the latest ~~town~~ DRA unrestricted fund balance is \$338,033. The Elm Street Bridge Project (\$225K) was the expected unrestricted fund balance reduction.

DRA recommends that the town minimum unrestricted fund balance be 5% and Effingham is currently at 6.67%.

**Budget Reviews**

4140 Election & Registration – Town Clerk presented by Deanna Armalar  
Current budget \$33,295. Budget request \$40,833, which includes funds to hold 4 elections next year.

**A motion was made by Dave Strauss to recommend the budget request as presented. The motion was seconded by Theresa Swanick. Unanimous in favor. Roll call vote: Strauss- Yea, Racine- Yea, Augenti- Yea, Eldridge- Yea, Fuller- Yea, Hart- Yea, Swanick- Yea.**

4150 Financial Administration – Tax Collector presented by Deanna Armalar  
The typo for Postage was corrected from \$28 to \$2,800, which matched the total budget request. Current budget \$33,915. Budget request \$36,023.

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**A motion was made by Leo Racine to recommend the budget request as presented. The motion was seconded by Chuck Fuller. Unanimous in favor. Roll call vote: Strauss- Yea, Racine- Yea, Augenti- Yea, Eldridge- Yea, Fuller- Yea, Hart- Yea, Swanick- Yea.**

4191 Zoning Officer presented by Rebecca Boyden.  
Current budget \$17,146. Budget request \$16,473.  
Rebecca Boyden believes that she can curtail hours in January and February to make up for decrease in salary line.

**A motion was made by Dave Strauss to recommend the budget request as requested. The motion was seconded by Chuck Fuller. Unanimous in favor. Roll call vote: Strauss- Yea, Racine- Yea, Augenti- Yea, Eldridge- Yea, Fuller- Yea, Hart- Yea, Swanick- Yea.**

4150 Treasurer presented by Laurie Caldwell.  
Current budget \$4,700. Budget Request \$4,700.  
Changing to New Hampshire Bank from Citizens Bank is expected to reduce fees associated with town banking. Changeover should be complete early next year. Will also result in reduced work for the treasurer, which should reduce wages going forward.

**A motion was made by Dave Strauss to recommend the budget request as requested. The motion was seconded by Tom Hart. Unanimous in favor. Roll call vote: Strauss- Yea, Racine- Yea, Augenti- Yea, Eldridge- Yea, Fuller- Yea, Hart- Yea, Swanick- Yea.**

4611 Conservation Commission presented by Emelyn Albert.  
Current budget \$4,205. Budget request \$4,455.  
The increase is due to a request for additional Lake Host Program wages for the inspection of boats. The Conservation Commission expects to request \$800 to be added to the trust fund for Milfoil testing.

**A motion was made by Dave Strauss to recommend the budget request as requested. The motion was seconded by Tim Eldridge. Unanimous in favor. Roll call vote: Strauss- Yea, Racine- Yea, Augenti- Yea, Eldridge- Yea, Fuller- Yea, Hart- Yea, Swanick- Yea.**

4141 Supervisors of the Checklist presented by Carol Pfister.  
Current budget \$2,170. Budget request \$3,266.  
Postage line is okay. Supply line was changed to \$1 since ordering will all be done through the main office and shared.

**A motion was made by Dave Strauss to recommend the budget request as requested. The motion was seconded by Tim Eldridge. Unanimous in favor. Roll call vote: Strauss- Yea, Racine- Yea, Augenti- Yea, Eldridge- Yea, Fuller- Yea, Hart- Yea, Swanick- Yea.**

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4191 Historic District Commission presented by Erik Jones.

Current budget \$1,145. Budget request \$1,036.

Erik Jones noted that there had not been a quorum at their last meeting to formally approve the budget request, however he did not foresee any issue with it being approved by the commission. It was debated on when the commission had last held a public hearing and the need for one. Mr. Jones detailed that if tree cutting was needed on Hobbs road a public hearing would be needed but they normally do not need public hearings.

**A motion was made by Tim Eldridge to reduce the Public Hearing line to \$100 from \$300, and the Workshop & Seminar line to \$100 from \$300. The motion was seconded by Tom Hart. Vote 5-2 in favor. Roll call vote: Strauss- Yea, Racine- Yea, Augenti- Nea, Eldridge- Yea, Fuller- Nea, Hart- Yea, Swanick- Yea.**

A discussion on how many training sessions were attended last year and the need for future training. Mr. Jones detailed none were held last year but of the 4 members they had a possibility of at least one new member next year.

**A motion was made by Theresa Swanick to reduce the Travel line to \$50 from \$250. The motion was seconded by Tim Eldridge. Vote 5-2 in favor. Roll call vote: Strauss- Yea, Racine- Yea, Augenti- Nea, Eldridge- Yea, Fuller- Nea, Hart- Yea, Swanick- Yea.**

**A motion was made by Dave Strauss to recommend the budget request as amended to \$436. The motion was seconded by Tim Eldridge. Vote 5-2 in favor. Roll call vote: Strauss- Yea, Racine- Yea, Augenti- Nea, Eldridge- Yea, Fuller- Nea, Hart- Yea, Swanick- Yea.**

4550 Library presented by Grace Fuller.

Current budget \$61,435. Budget request \$62,448.

The salary lines increase of 3% was approved by the Selectmen. Crystal Hoyt noted that the library uses the "Atrium" software system to keep track of media lending and returns. They make extensive use of the State Library System to expand the number of books available for lending. Pat Piper and Cheryl Feirick from the library were also in attendance. Ms. Fuller noted that the overall increase to the budget was 1.6% due to changes in other line items.

**A motion was made by Dave Strauss to recommend the budget request as requested. The motion was seconded by Tim Eldridge. Unanimous in favor. Roll call vote: Strauss- Yea, Racine- Yea, Augenti- Yea, Eldridge- Yea, Fuller- Yea, Hart- Yea, Swanick- Yea.**

4619 Town Forester presented by John Meisner.

Current budget \$1,000. Requested budget \$1,000.

The town forester inspects Intent to Cut forms for accuracy. He also inspects Current Use requests and Timber Tax issues.

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**A motion was made by Dave Strauss to recommend the budget request as requested. The motion was seconded by Theresa Swanick. Unanimous in favor. Roll call vote: Strauss- Yea, Racine- Yea, Augenti- Yea, Eldridge- Yea, Fuller- Yea, Hart- Yea, Swanick- Yea.**

4191 Zoning Board presented by Theresa Swanick.

Current budget \$2,291. Budget request \$2068.

Office Equipment & Supplies was reduced to \$1 to match other budgets and represent that the town will be sharing these costs and resources to all budgets. The Computer Services line was zeroed out because of shared software licensing.

**A motion was made by Dave Strauss to reduce the Computer Services line to \$0 from \$1. The motion was seconded by Tim Eldridge. Unanimous in favor. Roll call vote: Strauss- Yea, Racine- Yea, Augenti- Yea, Eldridge- Yea, Fuller- Yea, Hart- Yea, Swanick- Yea.**

**A motion was made by Dave Strauss to recommend the budget request as amended to \$2,067. The motion was seconded by Tim Eldridge. Unanimous in favor. Roll call vote: Strauss- Yea, Racine- Yea, Augenti- Yea, Eldridge- Yea, Fuller- Yea, Hart- Yea, Swanick- Yea.**

4191 Planning Board presented by Theresa Swanick.

Current budget \$6,325. Budget request \$5,962.

The planning board has a Professional Services line so that they can hire consultants, if necessary, to confirm information presented to the board. The Association Dues line is for Lakes Region Planning Commission dues. The Computer Services line was be zeroed out because of shared software licensing.

**A motion was made by Dave Strauss to reduce the Computer Services line to \$0 from \$1. The motion was seconded by Tim Eldridge. Unanimous in favor. Roll call vote: Strauss- Yea, Racine- Yea, Augenti- Yea, Eldridge- Yea, Fuller- Yea, Hart- Yea, Swanick- Yea.**

**A motion was made by Dave Strauss to recommend the budget request as amended to \$5,961. The motion was seconded by Tim Eldridge. Unanimous in favor. Roll call vote: Strauss- Yea, Racine- Yea, Augenti- Yea, Eldridge- Yea, Fuller- Yea, Hart- Yea, Swanick- Yea.**

4151 Budget Committee presented by Dave Strauss.

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Current budget \$1,702. Budget request \$1,300.

**A motion was made by Dave Strauss to recommend the budget request as requested. The motion was seconded by Leo Racine. Unanimous in favor. Roll call vote: Strauss- Yea, Racine- Yea, Augenti- Yea, Eldridge- Yea, Fuller- Yea, Hart- Yea, Swanick- Yea.**

**Year to Date Budget Review (10/23/2019)**

The budget committee reviewed the year to date budget data.

4130-Executive:

Computer & Network Expenses overspent to fix vulnerable town data.

Mileage overspent for Selectman training.

4140-Election & Registration:

Ballot Clerk overspent; spending done for the year.

4210-Police:

Equipment overspent to install new network system and laptops in patrol cars. Police reports can now be done in vehicles to maintain more visibility of officers on duty.

Salaries will be adjusted after a new chief is hired.

4323 Solid Waste Collection:

Equipment overspend due to compactor electrical problems

4583-Patriotic Purposes:

Patriotic Purposes overspend with extra flags, holders, & labor spent which previous years labor was not charged.

**Meeting with GWRSD**

Dave Strauss asked if the budget committee would like to meet with GWRSD School Board Chair Jack Widmer for a 30-minute presentation plus question and answer period. The budget committee liked the idea. Dave Strauss will check for possible dates and get back to the budget Committee.

**Next Meeting Dates**

The Budget Committee has budget review meetings set for November 12, 19, & 26, and December 3 & 10.

**Adjournment**

**A motion was made by Dave Strauss to adjourn the meeting. The motion was seconded by Tim Eldridge. The vote was unanimous in favor.**

The meeting adjourned at 8:47pm.