

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

**Effingham Budget Committee Minutes**  
**68 School Street, Effingham**  
**July 20, 2020**

**Members Present:** Dave Strauss (chair), Leo Racine (vice chair), Chuck Fuller (selectmen's rep), David Garceau, Theresa Swanick.

**Members Absent:** Tim Eldridge, Ben Eldridge,

**Others Present:** Nate Fogg, Mike Cahalane (selectman), Grace Fuller (cip chair via telephone).

The meeting was called to order at 6:16pm.

**Minutes**

The Budget Committee (BC) reviewed the minutes from the May 18<sup>th</sup>, 2020 meeting.

**A motion was made by Dave Strauss to approve the May 18<sup>th</sup> minutes as printed. The motion was seconded by Chuck Fuller. Roll call vote: DS-yea, LR-yea, CF-yea, DG-yea, TS-abstain. The motion passed.**

**Meeting & Hearing Formats**

Dave Strauss has spoken with other towns on how they are meeting. Wakefield is meeting via "Zoom" video conference. Wolfeboro is meeting via "GoToMeeting" and members can be present in the Great Room at the Wolfeboro Town Hall.

Chairman Strauss believes that using the meeting room and scheduling departments and outside agencies carefully will work for Effingham. The only issue will come for the public hearing for the budget. We will continue to monitor the situation and potentially use or rent a room large enough to hold the BC and the public while staying socially distanced.

Chairman Strauss asked if the BC should require masks. It was noted that Wolfeboro Budget meetings require masks. NHMA was contacted if the requirement was legal; NHMA confirmed that a board or committee could require wearing of a mask as long as alternate methods to attend the meeting were given such as freeconferencecalling.com. The BC can make it their policy to only allow those with masks to attend the meeting. Those who cannot or prefer not to wear a mask can attend via conference call.

Dave Garceau made a motion to require masks for those attending BC meetings in person. The motion was seconded by Chuck Fuller. **Roll call vote: DS-yea, LR-yea, CF-yea, DG-yea, TS-yea. The motion passed.**

A statement about masks being required should be included with all meeting announcements.

Theresa Swanick noted that the PB and ZBA are meeting using Zoom. Theresa will have a non-board member involved to manage the online meeting when they hold public hearings.

The BC will watch the PB public meeting held via Zoom and see how well they work and is that is an option for the BC.

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**2019-2020 Property Tax Revenue Comparison**

Comparing revenue January thru June 2019 to January thru June 2020 and taking into consideration 2019 December tax increase it shows we have taken in about \$176,000 more revenue than 2019. The town budget is close to actual expenditures and the town is currently up to date with payments. A large school payment is due currently and may not be able to be made on schedule.

New assessments will be reflected in the December tax bills. Assessments should increase; however, tax rate should decrease.

The Eversource tax abatement may have a double payment due next year which would need to be planned for.

**Budget Meetings**

The BoS will be meeting at 9:00am on Tuesdays so the BC can begin their meetings at 6:00pm on Tuesdays without having folks waiting in close quarters in the town hall entryway.

The budget sheets have been double checked by several BC members. Several new lines need to be added to the budget sheets to allow them to match the accounting budget lines. BoS will give the new budget lines to the BC after their next meeting. A couple of the changing lines are Elections are moving to 4130 and communications is being combined into one budget line.

One of the data check points has been removed for the unreserved fund balance. The April check point did not work.

Budget Committee Process Instruction has been updated to reflect the two data points rather than three.

**Dave Strauss made a motion to approve the revision dated 7-20-2020 as presented. Leo Racine seconded the motion. Roll call vote: DS-yea, LR-yea, CF-yea, DG-yea, TS-yea. The motion passed.**

**Non-Profit Letter**

Dave Strauss included the 2020 letter to the non-profit organizations for review. Theresa Swanick suggested to move the 4<sup>th</sup> paragraph (about not for new non-profits) to be the first paragraph because new non-profits require voter approval. DS and TS will work together to revise the letter.

**NWRA Recycling Contract**

We are currently a "Net" town which only gives us the net cost of our recycling. We are switching to be a "Non-Net" town so that we can see where we are making and spending money. The money made was voted to be placed aside for Transfer Station upgrades.

**Police Chief**

The current police chief has resigned. We are looking for someone to fill in until January. A local Chief of Police is retiring in January and may be interested in a part time position. The sheriff's department is available as a backup, if needed, until the position is filled.

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**Budget to Actual**

Questions that were passed along to Brian Burke regarding the budget to actual (B2A) are on page 7 of 7 of the B2A. No further questions were brought up.

**Capital Improvement Plan Update**

Grace Fuller joined the meeting via phone. The library director resigned on July 17<sup>th</sup>. Others are stepping up to fill in with the workload.

The CIP committee is updating CIP Spreadsheet for 2012. The CIP committee is updating roads and adding information about town buildings to this year's CIP.

She wondered how best the CIP committees work could be utilized by the BC. It was decided to add a "CIP Recommends" column to the budget sheets.

**Budget Committee Schedule**

The BC hearings begin for BoS on 10/13 and for the BC on 10/27.

The BC will have another meeting on 9/28 at 6:00pm.

**Adjournment**

Chuck Fuller made a motion to adjourn the meeting. Theresa Swanick seconded the motion. **Roll call vote: DS-yea, LR-yea, CF-yea, DG-yea, TS-yea. The motion passed and the meeting adjourned at 7:29pm.**