

TOWN OF ORFORD

Board of Selectmen

Meeting Minutes

November 2, 2022

MEMBERS PRESENT: John Adams, Jen Carter, Chase Kling

OTHERS PRESENT: Esther Dobbins-Marsh, Budget Advisory Committee: Ruth Hook, Tom Thomson, Larry Duffy, Bob Palifka, Bill Paxton and Ken Wiren (via phone)

Call Meeting to Order

The meeting was called to order at 5:30 pm

Draft budget review - The Selectboard discussed the small department and committee budgets

Town Clerk

- Added \$1,000 for a used fire-proof cabinet now required to store ballots after elections

Voter Registration

- In 2023 there will only be the annual meeting, so their budget is reduced by \$4,300

Tax Collection

- \$300 increase for postage due to rate increases

Planning Board

- \$2,000 increase for the Planning Board Assistant based on contract
- \$1,500 increase for legal fees

Cemeteries

- \$2,000 requested for cemetery mapping
- \$2,000 requested for headstone cleaning
- \$10,000 requested for tree removal
 - These three items may be covered by perpetual care funds or will need a special warrant article – after the cemetery commission meets on November 12, 2022 more information will be obtained
- \$200 increase for gasoline
- \$100 increase for mileage reimbursement

Emergency Services

- \$2,474 increase of ambulance services due to the new rate of \$51 per resident (1,237)
- \$575 increase of dispatch services

Parks & Playgrounds

- \$5,609 increase for mowing, based on new bid for the 2023-2025 mowing seasons
- \$1,280 increase for the Community Field mowing based in the new bid for the 2023-2025 mowing season. This cost increase will be part of the discussion of a new lease calculation charged to Rivendell to lease the field.

- \$720 increase for the rental of portable toilets – we are leasing for three locations- Community Field, Playgrounds and at the Indian Pond beach.
- \$500 increase for maintenance and improvements

Library

- \$4,224 increase based on salary increases and allocation requests for increases of electrical costs

Patriotic Purposes

- \$250 for the Orford garden club – the club purchases flowers and wreaths for Town buildings throughout the year. In the past, the club has contributed funds to cover the costs that exceeded the \$500 budgeted amount, however, there is some question around where these extra funds are coming from. More research is needed around this issue – Dobbins-Marsh will report back to the Selectboard on this topic.

The budget discussed included the cost of living increase of 8.7% for salaries, and an 11.7% of benefit cost increases. Adams attended a NH Municipal webinar on financial forecasting with the municipal cost index at 9.1%. – Currently the total draft budget is at \$1,380,712 which is an overall increase of 14.77%, so reductions will be needed. Kling requested reviewing the property valuations that are part of the tax rate calculation.

Review of draft warrant articles

- **Funding Capital Reserve Accounts** – amounts for the warrant article are still pending
- **Charitable Appropriations** – the total requests for 2023 are at \$17,252
- **FEMA Funds received** – funds received from FEMA of \$13,181 will be moved to the Road Improvement CRF
- **Replace the 2019 F-550** – the Selectboard is still working out detail of this warrant article – type of vehicle and purchase price
- **Paving** – the Selectboard want to continue with the paving project – looking to request \$250,000, but the detail of which road(s) to pave is still being discussed
- **Highway Generator** – looking to purchase and install and on-demand generator that would allow the garage fuel pumps to run, garage doors to open, and have light and heat in the garage. One estimate has been received- still waiting for others to arrive
- **Highway Equipment** – the highway department is requesting to purchase a back-pack leaf blower, grader cutting edge, and for culvert work a laser and compactor. Estimates are still being received, so the total cost is unknown at this time
- **Fire Department UTV and Trailer** – The fire department is requesting to purchase a UTV and trailer for the department use – specifics and pricing from the Fire Chief are still pending
- **Streetlight Upgrade to LED** – Looking to upgrade the Town’s streetlights at a cost of \$13,200 – this would upgrade to LED and over a two-year period, the cost savings would payback this cost to upgrade.

- **Re-Adoption of the All Veterans' Property Tax credit** – Due to a statutory change to property tax credits for Veterans, this re-adoption is required. The standard Veterans' tax credit does not require the re-adoption
- **Amending the Town's Purchasing Policy** – this would increase the dollar limit requiring bids prior to making a purchase. Currently anything over \$10,000 requires a bid – the Selectboard is looking to increase this amount to \$25,000
- **Amending the Police Cruiser CRF to a Police Vehicle CRF** – this is a recommendation from the Trustees of the Trust fund and would clarify the purpose of the CRF to allow vehicles certified as police pursuit to qualify for funds out of this account. A sum to fund this CRF to be determined
- **Amending the Police Dept. Major Equipment & database CRF to a Police Vehicle PPV and Computer Equipment Maintenance CRF** – this is a recommendation from the Trustees of the Trust fund and would clarify the purpose of the CRF to allow repairing and purchasing of replacements for the police pursuit vehicles originally installed in the vehicle at the time of purchase to qualify for funds out of this account. A sum to fund this CRF to be determined

Approval of Intent to Cut

Property Owner: Green Woodlands, Map & Lot #008-031-028, Forrester: John Fogarty

Manifests, Payroll and Accounts Payable folders

The manifest, payroll and accounts payable folders were reviewed and signed where necessary

Adjourn

Motion made by Adams, seconded by Kling to adjourn the meeting. Motion Passed 3/0

The meeting adjourned at 7:15 pm

Respectfully Submitted,

Esther Dobbins-Marsh