

TOWN OF FRANCONIA
BOARD OF SELECTMEN'S BUDGET WORKSHOP
DECEMBER 27, 2018 AT TOWN HALL

BOARD MEMBERS PRESENT: Eric Meth, Jeff Blodgett, Jill Brewer.

OTHERS PRESENT: Holly Burbank, Jenny Monahan.

The meeting was called to order at 4:00 pm.

Before beginning budget review, Town Administrator Burbank let the Board know that there is an abatement request for interest on a late tax payment due to a mail forwarding issue.

Chairman Brewer made a motion to forgive the \$86.78 tax abatement for map 18 lots 20, 25 and 25-2. Selectman Meth seconded the motion. All were in favor. **Motion passes.**

Town Administrator Burbank also mentioned that the Town's 2018 expenditures should be coming in approximately \$100,000.00 under budget. She is still waiting on the arrival of some bills and has until January 10th to settle them under 2018.

Budget Review:

Executive: The 2019 Proposed Executive Budget shows an overall increase of 10.94% over 2018. Town Administrator Burbank outlined the following changes in the Executive Budget:

- Total Wages have increased 13.41%. This reflects wage increases for Holly Burbank, Jenny Monahan and Town Treasurer, and a 500% decrease to Overtime Wages.
- Telephone/Internet reflects an overall change of -60.00%. This is mainly due to the addition of the \$3000.00 voted in at Town Meeting 2018.
- Dues, Training, Travel & Conferences increased by 0.95%.
- Contracted Services shows an overall increase of 13.88%. This reflects the contractual increase with Avitar, the addition of a Classification & Compensation Study, additional services through Certified Computers via their Total Care Contract which includes scheduled equipment replacement. Printing (Town Report) decreased by 83.33% and Quickbooks (Payroll & Support) has decreased 76.67%.
- Materials & Supplies has decreased 5.31%

Revaluation of Property Budget: No changes from 2018.

Legal Expense Budget: No changes from 2018.

Personnel Administration: The 2019 Proposed Budget Personnel Administration increases overall by 14.04%. Town Administrator Burbank outlined the following changes:

- Health Insurance decreased 9.82% due to an employee opting out of coverage.
- Dental Insurance shows a 100% increase due to it being a proposed addition to the Town insurance just this year.

- Payroll Taxes has increased 24.19%. Town Administrator Burbank is investigating this increase currently.
- Retirement increases 33.62%. This is due to the proposed addition of NH Retirement System
- Worker's Compensation increased 8.99%,

Planning and Zoning: .04% overall increase due to North Country Council dues increasing.

Insurance: There was a 10.80% increase in Property Liability.

Building Inspection: The Building Inspection budget increased \$1000 due to an increase in applications.

Emergency Management: No changes from 2018.

Other Communications: No changes from 2018.

Street Lighting: No changes from 2018.

Health Agencies: No changes from 2018.

Welfare: Town Administrator Burbank said the Welfare budget was greatly exceeded this year due to an individual that required assistance for a duration of time. She recommended increasing the Welfare Budget by 25% going forward and suggested establishing a welfare trust fund.

Patriotic Purposes: No changes from 2018.

Other Culture and Recreation: This is the Heritage Museum's liability insurance. Town Administrator Burbank said she was considering moving the \$470 into the Town's Liability Insurance line. The Board agreed to this change.

Other Conservation: No changes from 2018.

Long Term Bonds Notes: The Board briefly reviewed the status of the Town's bonds.

Warrant Articles: Town Administrator Burbank reviewed a list of the 2019 Warrant Articles with the Board.

At 5:37 pm, the Board entered non-public session for reasons of personnel.

At 6:05 pm, the Board left non-public session. Chairman Brewer made a motion to seal the minutes of the non-public session. Selectman Meth seconded the motion. All were in favor. **Motion passes.**

With no further discussion, the meeting was adjourned at 6:05 pm.

Respectfully Submitted,

Jenny Monahan
Administrative Secretary