

## **Selectmen/ Assessors Minutes Town of Newburgh**

**DATE: 10-11-2017**

**Time: 7:30 A.M.**

### **CALL TO ORDER:**

**ROLL CALL:**  Renee O`Donald,  Brian Carlisle,  Stanley (Skip) Smith  
 Cindy Grant

**PUBLIC COMMENT: N/A**

**WARRANTS: N/A**

**MINUTES:** 8/10/2016, 8/30/2016, 9/21/2016, 10/3/2016, 10/6/2016, 10/18/2016, 11/7/2016,  
11/23/2016, 12/7/2016, 12/28/2016  
4/3/2017, 5/1/2017, 5/15/2017, 6/20/2017, 7/10/2017, 7/20/2017, **8/7/2017**, 9/11/2017  
Selectman O`Donald makes motion to approve minutes. Selectman Carlisle seconds the motion.

Minutes approved as written 3-0 minutes approved (**08/10/2016** and **08/07/2017** 2-0)

### **NEW BUSINESS:**

1. Special Town Meeting – Tabled. Land use ordinance, Tabled Food sovereignty ordinance, Tabled Fund Bal withdrawal Tabled
2. Audit – Town Manager Grant called audit about fund balance under the undesignated fund balance \$887,150.42. With revenues and expenses, it is lower than last years. Last year total was \$982,280.00. At budget time there was \$60,000 or \$70,000 taken for a couple of projects. This year \$140,000.00 was taken out (to keep taxes low). We need to cut that back. There is a policy in place that does not allow us to go under a certain percentage without a plan to replace the funds. We should not be taking out more than we put in. They did away with all the reserve accounts and that’s how a lot of this money got built back up. It was in the account for emergencies (truck repairs etc.) Selectman O`Donald is asking what the percentage is for the designated fund balance policy is. Selectman Carlisle is asking if all the summer projects have been deducted from this total. Selectman O`Donald response was “it should be” because of year end. (June 30, 2017) The Daliah Farm Rd was factor in to last year’s budget. But with an increased quote, money was taken from the overlay account for the difference in this year’s budget. Selectman Carlisle doesn’t think there is enough money in the overlay to cover this. Selectman Smith is asking what account the money came out of for the increased Daliah Farm Rd Project. Town Manager Grant has taken half of the money from the Roads account and the other half from overlay. The Culvert budget on Daliah Farm Rd was done in this year’s budget, not last years. The grant was done in this year’s budget. The grant has been received. The percentage for the designated fund balance is 15%. Grant money has been received from MMA for the turnout gear. Selectman O`Donald is asking about the building fund Knowlton School and the town wood lot fund. Town Manager Grant explains, Town of Newburgh has a building reserve fund that has \$30,000.00 balance. \$8,000.00 was taken out the remodel of the Rescue/Fire Department Offices. There is an article where we transferred \$30,000.00 a couple of years ago that the auditor didn’t catch. Town Manager Grant will speak with the auditor about this. This amount should be more toward \$15,000.00. This is a fund that the school requires us to have for emergencies. There is no set balance for this fund. The Knowlton School Fund is a trust fund and the auditor 2 or 3 years ago for some reason put this on the books, it has never been on

the books prior. We don't have this money, we just earn the interest. The town of Newburgh has two of these trust funds held by two different entities, one is United Bank and the other is Community Foundation. They hold the trust fund and send us checks every year. Knowlton School Fund is held by Community Foundation. We get statements on this quarterly and one an annual one at the end of the year. But we don't fiscally have the money. Town Manager Grant asked audit why we won't put the Bickford Roads funds one on the books. Town wood lot fund is from previous cutting and management of the wood lots in town. Monies made from the wood lots have to go back into the wood lot. We do not keep this money.

**OLD BUSINESS:**

1. Building inspection – Committee mission statement,

**SELECTMEN'S COMMENTS:**

**AJOURN:**

**Still Working on this WG**