

**Wolfeboro Board of Selectmen  
Approved Meeting minutes  
Budget Hearings  
October 14, 2010**

**Members present:** Chairman Linda Murray, Vice-Chairman Sarah Silk, Chuck Storm, Dave Senecal and Marge Webster

**Staff present:** Town Manager David W. Owen, Public Works Director Dave Ford, and Recording Secretary Amelia Capone-Muccio

Chairman Murray called the meeting to order at 6:30 PM in the Community Center.

**Non-Public Session RSA 91-A: 3II**

Mr. Owen stated a non-public session is not needed.

**Public Input**

Jerome Holden stated he would like to encourage the Board to leave the Way finding signs in the budget this year because two Planning Board members advised him the public needs to help support the project. He stated the Chamber of Commerce and the merchants support this project.

***Budget Hearings 2011***

Dave Ford joined the Board for discussion.

**Highway & Streets**

➤ ***Administration***

Mr. Ford stated that he is looking for an increase in the part time wages and hourly rate under line 1-43110-117 Part-Time Wages to cover short staff.

Ms. Silk questioned the increase in line 1-43110-113 Supervisory Salaries and if it was due to the partial year.

Chairman Murray replied yes it is the difference in salary change on the 13<sup>th</sup> week.

Mr. Owen stated that in regards to the Health Insurance rates from the Local Government Center, they have reported a 7.1% increase in Health Insurance Rates.

Mr. Chamberlin noted they are awaiting a cost estimate from Primex and School Care as well, but would update the budgets according as soon as a rate is established.

Chairman Murray stated that under line 1-43110-311 Consultants, she believes that the Salt/Sand shed information is listed under the wrong line and should be under line 1-43192-311 Consultants in Buildings and Grounds.

Mr. Ford replied correct the back should be under Building and Grounds.

Chairman Murray also questioned the expenditure under line 1-43110-311 Consultants.

Mr. Ford replied that the line will be expended on permits and the parking lot.

Mr. Ford noted line 1-43110-430 Vehicle Maintenance will go down this year due to not spending as much this past year, but would be looking for another vehicle in the water budget and would need to have funds in this budget for that.

Chairman Murray suggested adding that line to the revisit list as a possible place to trim the budget. She questioned line 1-43110-635 Gasoline & Oil and the negative expenditure.

Mr. Chamberlin would check into that.

Mr. Ford noted line 1-43110-810 Travel & Meetings was cut last year resulting in him having to go over budget, so he increased it back a more realistic figure.

➤ **Highway & Streets**

Mr. Ford stated last year line 1-43120-380 Outside Services increased because there were less requirements last year, but he will encumber the funds.

Mr. Owen noted that the Town's overall budget presently shows an 8.4% increase.

Mr. Chamberlin noted that, if you factor out the increase in debt service costs, the total increase is 4% for the General Fund.

Mr. Ford stated that they are trying to extend the life of the roads with overlays.

Ms. Webster questioned if he has a policy for drug and alcohol testing.

Mr. Ford replied the DPW employees are included in a pool. He noted they have reduced the request for line 1-43120-430 Vehicle Maintenance since they will probably be under budget this year.

Mr. Senecal questioned line 1-43120-435 Building Maintenance.

Mr. Ford replied he might over spend that budget this year due to some of the issues from the Bergeron report.

Chairman Murray questioned line 1-43120-431 Grounds Maintenance.

Mr. Ford replied they added funds to address the yard.

Ms. Silk questioned line 1-43120-490 Other Property Services.

Mr. Ford replied it is a separate account for drainage.

Mr. Owen noted they would rename that line.

Chairman Murray questioned the \$15,000 in line 1-43120-630 Maintenance Supplies.

Mr. Ford replied it is what is needed for the winter supplies, based on what has been used.

➤ **Garage**

Chairman Murray questioned line 1-43191-332 Vehicle Maintenance, noting that based on previous history the request has increased.

Mr. Ford replied they have encumbered \$23,000 and are also implementing a new parts purchase program.

Chairman Murray suggested adding back up for a new phone line for line 1-43191-341 Telephone.

Ms. Silk suggested including the telephone number.

Ms. Webster questioned if the Garage has a computer.

Mr. Ford replied they do.

Mr. Ford noted that line 1-43191-435 Building Maintenance is only critical items to be done.

Mr. Senecal questioned if the Mechanic is a certified welder. He also questioned what type of welder is in line 1-43191-740 Machinery & Equipment.

Mr. Ford replied he is not, but they are getting him certified. He would find out what type of welder it is and provide back up for such.

➤ **Buildings & Grounds**

Mr. Ford stated that we do not have our sand and salt covered, which is a violation. He has included funds to have a consultant to design a salt/sand shed in line 1-43192-311 Consultants.

Ms. Silk questioned Library Maintenance in 1-43192-380 Outside Services.

Mr. Ford replied it deals with the maintenance for the Library roof and clean up of leaves. He noted the large increase in 1-43192-410 Electricity was to a mistake in this year's budget and will be over budget. He stated that he will be encumber funds under line 1-43192-435 Building Maintenance at Dockside.

Chairman Murray questioned if a report could be done on what has been accomplished on the building maintenance thus far.

Mr. Ford replied he could provide such.

Chairman Murray questioned if he is responsible to do the Crescent Lake Dam safety check.

Mr. Ford replied yes.

Ms. Silk noted they need to do a safety drill.

## **Sanitation**

### **➤ Solid Waste Disposal Facility**

Mr. Ford noted that they have a \$56,000 reduction for tipping fees in line 1-43240-380 Outside Services and the economy had caused a decrease as well and they project to be under budget this year.

Ms. Silk questioned line 1-43240-431 Grounds Maintenance widening of the gate.

Mr. Ford replied it has become a safety issue. He stated 1-43240-435 Building Maintenance has a large increase due to the need for snow guards, leaky roof and upgrades to electric.

Chairman Murray noted line 1-43240-740 Machinery & Equipment needs backup for the open top container.

## **Capital Outlay General Fund**

### **➤ 01-49617-740 Boom Flail Mower**

Mr. Ford stated they need this item for a longer period time for mowing and it is needed to maintain the right of way and it would be replacing their old one.

### **➤ 01-49617-760 Way finding signs**

Mr. Ford stated this is a project as recommended by the 2007 Master Plan and supported by the Chamber of Commerce and the Planning Board. He added \$8,000 for contingency to ensure they do a quality job.

Mary DeVries of the Chamber of Commerce expressed support of the Way finding signs and signs for the public restrooms.

Mr. Ford agreed such signs should be included.

Ms. Silk questioned the cleanliness of the restrooms.

Mr. Ford replied they hire a janitor to clean those restrooms.

Ms. DeVreis replied they do keep a log of the restrooms and noted the amount of use those bathrooms get. She expressed her appreciation on the communication they have with the Public Works Department.

Mr. Storm stated the improvements to the Railroad station are striking.

### **➤ 01-49618-750 ¼ Ton Pickup truck**

Mr. Ford stated this truck will be used for a "run around" truck and used for smaller areas/ working truck.

## **Sanitation**

➤ ***Sewer Collection Disposal Facility***

Chairman Murray questioned line 1-43260-630 Maintenance Supplies and what has been spent to date.

Mr. Ford replied that some of the funds posted to this line should be posted to 1-43260-740 Machinery & Equipment.

Ms. Silk questioned Diesel Fuel.

Mr. Owen replied such is billed quarterly.

➤ ***Waste Water Treatment***

Ms. Webster questioned a line for a legal budget.

Mr. Chamberlin replied he would add line 1-43263-320 Legal to this budget.

Mr. Owen stated some funds will need to be added for next year.

➤ ***Technology Sewer***

**Water Distribution and Treatment**

➤ ***Distribution Service***

Chairman Murray stated that last night they discussed the hydrant fee within the Fire Department Budget and questioned if that is 20%.

Mr. Ford replied what he proposed at the August 2, 2010 Board of Selectmen meeting was based on a rate study to be at 20% in 2013, but it was agreed to only \$300,000 and increased by \$25,000 per year until the 20% is reached.

Ms. Silk questioned the increase in line 2-43320-311 Consultants.

Mr. Ford replied it is to address the issues of THM's at the Middleton Road pump station and to do a study on radio read water meters to be combined with the Electric Department. He explained that they have researched this with a community similar to Wolfeboro who has both Electric and Water meters.

Chairman Murray questioned why he is asking for less in line 1-43320-380 Outside Services based on what has been spent to date.

Mr. Ford replied that he will not need more than what was requested.

Ms. Silk questioned the amount for line 1-43320-562 Advertising.

Mr. Ford replied he would need check that amount, it does not look right.

Chairman Murray questioned line 1-43320-630 Maintenance Supplies.

Mr. Ford replied they need to address a problem with a water main access and address some issues with the storage tanks.

➤ **Water Treatment Plant**

Chairman Murray questioned line 1-43350-740 Machinery & Equipment spent to date.

Mr. Ford replied he currently has a \$9,000 encumbered.

➤ **Technology Water**

**Capital Outlay-Water Fund**

➤ **2-49605-760 ½ Ton pickup**

**Any Other Business**

Chairman Murray questioned if the Board would like to have Town Labor Counsel present for the meeting on October 21, 2010 at 7 PM for the hearing with Tom Bickford.

The Board agreed to have Town Labor Counsel present for such meeting.

**Member Dave Senecal moved the Wolfeboro Board of Selectmen to have Town Labor Counsel present at their meeting on October 21, 2010 for the matter dealing with Tom Bickford. Member Marge Webster seconded. Being none opposed, the motion passed.**

**Questions from the Public**

None.

**Questions from the Press**

None.

*Being no further business before the Board, Chairman Murray entertained a motion to adjourn.*

**Member Dave Senecal moved the Wolfeboro Board of Selectmen to adjourn at 9:40 PM. Member Marge Webster seconded. Being none opposed, the motion passed.**

Respectfully submitted,

**Amelia Capone-Muccio**

Recording Secretary