

**Wolfeboro Board of Selectmen
Meeting Minutes
2010 Budget Hearings
October 26, 2009**

Members present: Chairman Dave Senecal, Linda Murray, Sarah Silk and Marge Webster.

Members absent: Vice-Chairman Kristi Ginter

Staff present: Town Manager David W. Owen, Finance Director Pete Chamberlin, Director of Public Works Dave Ford, Director of Operations of the Municipal Electric Department Barry Muccio and Recording Secretary Amelia Capone-Muccio.

Chairman Senecal called the meeting to order at 6:00 PM at the Wolfeboro Public Library.

Sewage Collection Disposal

Dave Ford joined the Board for discussion.

Mrs. Murray stated line **4-43260.113** supervisory salaries needs to reflect 65 days, rather than 61 days to match the other budgets.

Ms. Silk questioned the increase in line **4-43260.380** outside services.

Mrs. Murray replied it looks like traffic control is new to that line, but questioned what has been spent to date.

Mr. Ford replied that hiring traffic control helps projects run smother and noted all the funds for this year have been encumbered.

Mrs. Murray questioned the open position in this budget.

Mr. Ford replied it would be filled with temporary help.

Mr. Ford stated line **4-43260.381** administrative cost allocation for this budget seems high compared to water, which has more customers and questioned how that figure is determined.

Mr. Owen replied a formula is applied to calculate the administrative support and that money is put back into the general fund.

Ms. Silk suggested revisiting it and questioned the decrease in line **4-43260.410** electricity.

Mr. Ford replied it is based on the usage.

Mrs. Murray questioned line **4-43260.432** communication maintenance and if it should be moved to the technology budget.

Mr. Chamberlin replied that will remain in the fund with a new account number and a similar process will be done for the other Enterprise Fund budgets in order to keep from mixing them with the General Fund.

Ms. Silk noted a significant increase in line **4-43260.630** maintenance supplies.

Ms. Webster noted that nothing has been spent to date in line **4-43260.820** professional development.

Mr. Ford replied he would look into what has been spent.

Waste Water Treatment

Mr. Ford stated they are on the 4th year of their 5-year contract and noted the budget is the same as last year except for an additional \$50,000 for funds just in case they may need use the spray fields again next year. He stated that he doesn't anticipate the need for it, but would like to have it if needed.

Mrs. Murray suggested accommodating for the \$50,000 by decreasing line **4-43263.311** consultants by \$30,000 and decreasing line **4-43263.392** contract services by \$20,000.

The Board agreed to reduce both lines.

Mrs. Murray questioned if anything will be bonded for the plant.

Mr. Chamberlin replied not until 2011.

Water Distribution & Treatment

Distribution Service

Ms. Silk questioned the increase in line **4-43320.311** consultants.

Mrs. Murray stated there was money in last year's budget and questioned if they are going to encumber those funds.

Mr. Ford replied they didn't use the money this year because they didn't have to, but the funding for next year is to design an upgrade the Middleton Road Booster Station.

Mrs. Murray questioned the amount spent to date in line **4-43320.380** outside services.

Mr. Ford replied he would probably be under budget in that line this year, since some of the work was not needed.

Chairman Senecal questioned what building line **4-43320.435**.

Mr. Ford replied the red building next to Huck's Hoagies.

Ms. Silk questioned the increase in line **4-43320.550** printing.

Mr. Ford replied it was due to the number of notices they needed to send.

Ms. Silk questioned line **4-43320.562** advertising.

Mr. Ford replied it is used for notices in the paper.

Ms. Silk questioned the decrease in line 4-43320.638 propane.

Mr. Ford replied the price per gallon went down and the town received a good bid price compared to last year.

Treatment Plant

Ms. Silk questioned line 2-43350.140 overtime and the reduction made by the Town Manager.

Mr. Owen replied it is based on usage and conservation.

Mrs. Murray questioned how it is calculated.

Mr. Ford replied they changed how they do business to a 5-day rotation to reduce overtime and work within the budget.

Mrs. Murray questioned the amount spent in line 2-43350.311 consultants.

Mr. Ford replied the funds have been encumbered and the Forest Management Plan came in under budget.

Mrs. Murray questioned line 2-43350.635 gasoline and 2-43350.638 propane amounts spent to date.

Mr. Ford replied he believes it is due to the gas key.

Chairman Senecal pointed out line 2-43350.810 travel & meetings has not been spent to date.

Capital Outlay

Water Fund

Waterline replacement for Varney Road 2-4901.740 and a truck replacement to split 50/50 with General Government.

Electric Distribution & Generation

Barry Muccio joined the Board for discussion.

Administration

Ms. Silk questioned line 3-43410.250 unemployment compensation and noted it is reduced.

Mr. Chamberlin replied the 2008 figure was wrong, but noted that the rate did go up.

Ms. Silk questioned the increase in line 3-43410.311 consultants.

Mr. Muccio replied that the contract for line work service is up next year and he budgeted for negotiations.

Mrs. Murray questioned if line 3-43410.320 legal is used for the purchase power contract.

Mr. Muccio replied it is, but it is also used for the Town Attorney as well.

Ms. Silk questioned line **3-43410.382** administrative allocation.

Mr. Chamberlin showed the Board on his laptop how such is calculated.

Mr. Owen stated that that this line reduces the impact to the taxpayers.

Mrs. Murray questioned the need for the heat & compressor at the Power Plant in line **3-43410.410** electricity.

Mr. Muccio replied that they do still need to maintain heat for the pump.

Ms. Silk questioned line **3-43140.625** postage.

Mr. Muccio replied it is due to the outage notices, but should reduce since the project is almost complete.

Ms. Silk questioned line **3-43140.820** professional development.

Mr. Muccio replied that Mr. Shannon is attending the meter school this year.

Distribution

Mrs. Murray clarified that line **3-43420.392** is the contract line work.

Mr. Muccio replied it is and although he has not heard officially, but the current contractor will be looking to meet with he and Mr. Owen to discuss the possibility of layoffs and how that would affect their current contract.

Generation

Mrs. Murray questioned if they receive money back from the State in line **3-43430.311** consultants.

Mr. Muccio replied 80% until the total agreement has been met.

Capital Outlay

Armory Exterior Windows 3-49201.720

Mr. Muccio stated that the project is to repair the stucco area that used to be a garage door with brick, since the stucco does not hold up. He stated the estimate also includes repointing of brick on other sections of the building.

Replacement of ME-7 3-49607.750

Mr. Muccio stated this truck has been a lemon since they bought it, noting it has had two motor replacements.

Ms. Webster questioned if he has looked into leasing vehicles.

Mr. Muccio replied he does not know if such would work for these vehicles, since they spend a lot of time idling and the doors wear out from being open and closed so much.

Other Business

Mr. Owen provided his review of the Capital Outlay General Fund requests and removed the following:

- 1-49234.720 Energy Efficiency Improvements and will seek grant funding
- 1-49605.720 Multi-use Recreational Building
- 1-49607.720 Brewster Hall ADA Upgrades and Public Works ADA Upgrades to a Warrant Article
- 1-49609.720 Fire Substation paving
- 1-49612.720 Railroad Station Upgrades to a Warrant Article
- 1-49618.740 Truck for Assistant Public Works Director

He stated this changes the request from \$779,000 to \$279,000, which brings it more in line with past years' requests. He also provided the Board with the tax rate set by DRA and noted it reduced from \$10.62 to \$10.61, but the town portion of the rate decreased by .31 cents.

Being no further business before the Board, Chairman Senecal entertained a motion to non-public session.

Member Linda Murray moved the Wolfeboro Board of Selectmen to non-public session under RSA 91A: III, personnel at 7:52 PM. Member's Marge Webster seconded. Role call vote, Linda Murray-yes, Dave Senecal-yes, Sarah Silk-yes and Marge Webster-yes, the motion passed.

The Board re-entered public session at 8:38 PM.

Chairman Senecal announce the Board voted by a 2/3rds vote to seal the non-public minutes of October 26, 2009 as required by law.

Member Marge Webster moved the Wolfeboro Board of Selectmen to adjourn at 8:39 PM. Member Sarah Silk seconded. Member voted and being none opposed, the motion passed.

Respectfully submitted,

Amelia Capone-Muccio

Amelia Capone-Muccio