

**Wolfeboro Board of Selectmen
Meeting minutes
Approved
October 12, 2011**

Members present: Chairman Sarah Silk, Vice-Chairman Linda Murray, Q. David Bowers and Chuck Storm.

Members absent: Dave Senecal

Staff present: Town Manager David W. Owen, Finance Director Pete Chamberlin, Director of Operations of the Municipal Electric Department Barry Muccio, Chief of Police Stu Chase, Police Lieutenant Dean Rondeau and Recording Secretary Amelia Capone-Muccio.

Chairman Silk opened the meeting at 6:30 PM.

Non-Public Session RSA 91-A: 3II

Mr. Owen stated a non-public session is needed to discuss personnel.

Budget Hearings

A. Electric Department

Barry Muccio joined the Board for discussion and stated he has two items to update in his budget, one is adding funding for purchase power negotiations and the other is for a new charge imposed by NEPPA to the annual fee.

➤ **Administration**

Mrs. Murray questioned line 3-43410-114 hourly wages regarding the “opt-out” for health insurance and thought such was capped at around \$8,000.

Mr. Muccio replied he understood that applies to new hires.

Mr. Owen stated that it was capped, but for anyone hired after that date. He also noted they have heard word that the new health insurance rates may be under 12%.

Mrs. Murray questioned in the increase in line 3-43410-311 consultants.

Mr. Muccio replied that he has put in an estimated cost for a submarine cable evaluation report and noted this is to locate and evaluate the condition of the underground feeds to islands on Lake Winnepesaukee and Lake Wentworth.

Member Linda Murray moved the Board of Selectmen to amend line 3-43410-311 Consultants to \$29,500 to reflect the additional funds of \$ 7,500 for purchase power negotiations. Chuck Storm seconded. Members voted and being none opposed, the motion passed.

Chairman Silk questioned line 3-43410-320 legal and why such is over budget.

Mr. Muccio replied that is due to the Blend & Extend costs.

Chairman Silk noted he is under budget in consultants and if such would balance out the overage.

Mr. Muccio replied it could as he doesn't anticipate using those funds.

Chairman Silk questioned the increase in building maintenance.

Mr. Muccio replied he has had ongoing issues with the boiler.

Mrs. Murray questioned if it should be replaced.

Mr. Muccio replied the Energy Committee has reviewed it and it is around 15 years old and was put in prior to the town purchasing the building. He noted it has some issues and is not energy efficient.

Member Dave Bowers moved the Wolfeboro Board of Selectmen to increase line 3-43410-560 dues & subscriptions to \$7,787 to reflect the 1st of three payments for the special assessment from NEPPA. Chuck Storm seconded. Members voted and being none opposed, the motion passed.

Chairman Silk questioned the increase in maintenance supplies.

Mr. Muccio replied they have done away with Unifirst (uniform company contract) and are purchasing their own items.

Mrs. Murray questioned professional development.

Mr. Muccio replied they have some conferences coming up.

➤ **Distribution**

Chairman Silk questioned the current expenditure in machinery & maintenance.

Mr. Muccio replied he has expended more to date.

Mrs. Murray questioned the insurance line.

Mr. Chamberlin replied he has just received the second half bills that need to be allocated.

➤ **Generation**

Chairman Silk noted that the diesel needs to be updated in this budget.

Mrs. Murray questioned line 3-43430-311 consultants and that back up states \$15,000 for monitoring, but the budget request is \$20,000.

Mr. Muccio replied he is not sure why there is a discrepancy.

The Board agreed to re-visit that line to allow Mr. Muccio time to clarify the discrepancy.

Mrs. Murray questioned outside services.

Mr. Muccio replied most of those funds are expended in the fall.

➤ **Technology**

Details for this budget will be reviewed by Mr. Chamberlin in the Technology budget.

➤ **Capital Outlay Two-reel wire trailer**

Chairman Silk questioned if he plans to get three estimates.

Mr. Owen replied the estimate is used for budget purposes and this item will be put out for bid.

Mrs. Murray questioned the current reel trailer's life expectancy.

Mr. Muccio replied he does not have such with him but would provide it.

B. Police Department

Chief Chase, Lieutenant Rondeau and Commissioner Goodgame joined the Board for discussion.

➤ **Police**

Chief Chase provided a brief summary of the changes within this budget as follows:

- The Commission is recommending a 2% COLA for the non-union employees and such is based on 2010 rates as there was no COLA in 2011.
- Based on a 12% Health Insurance rate and this budget changed slightly due to staffing changes.
- There is a large increase in the retirement line due to State mandated requirements; the current rate is now 19.95%
- Fuel costs continue to rise.
- This will be the final year of their lease with Ford Motor Credit and they have done away with the Crown Victoria's; therefore, there will be a drastic change in vehicles in the future.
- They have proposed a budget with a 1% decrease even though costs continue to rise, excluding the NEPBA contract.
- He provided an update to the other compensation lines due to calculation error.

Mr. Owen provided a summary of the changes for the NH State Retirement system summarizing it increased to a rate of 25% in June and then was decreased to 19.95%, which is up from 14.67%.

Mrs. Murray questioned the increase to the employee.

Lieutenant Rondeau replied it increased from 7% to 9%.

Mrs. Murray stated she would like to have the same summary of the employee contribution rates.

Chief Chase stated that they have post-poned replacing an officer until January to offset the unexpected retirement increase.

Mrs. Murray questioned vehicle maintenance and if they have the life expectancy of their vehicles.

Chief Chase replied they do and it may be time to retire their oldest vehicle due to the maintenance costs.

Mrs. Murray questioned safety equipment.

Chief Chase replied those funds will be used this winter.

Chairman Silk questioned the age of the radios and if they need replacement.

Chief Chase replied they replace the batteries.

Chairman Silk questioned the cost for a vehicle light.

Chief Chase replied they have obtained a seized vehicle from a drug dealer and are outfitting it as a Detective's vehicle.

➤ **Communication**

Chief Chase summarized the changes as follows:

- The 2% COLA applies to the part-time staff in this budget
- There is a 60% increase in health insurance in this budget due to changes in the employees.
- Increase in Computer Maintenance due to the need to replace the server.
- Phone system needs replacement which will be covered by the Fire Chief in his budgets.

Chairman Silk confirmed they use 7 part-time employees to cover five full-time employees for 3 shifts a day/ 7 days a week.

Chief Chase replied they do.

Chairman Silk questioned the expenditures in the telephone line to date.

Chief Chase replied that the figure is supplied by the Finance office.

Mrs. Murray stated that it appears something changed over the last 5 years and is throwing off the average vs. the actual expenditure, she suggested it be reviewed and they re-visit it.

Mr. Bowers questioned the public's reaction to the parking ticket program.

Chief Chase replied such is supported by the Chamber of Commerce as they do have a need to turn over the parking downtown and tickets are an incentive to that.

Commissioner Goodgame questioned when the time limit changed.

Mrs. Murray replied at one time it was 4 hour parking, but the Chamber requested a change to 2 hours for more turnover.

Mr. Bowers questioned how the K9 program is working.

Chief Chase replied he is proud to report that they have one of the finest dogs in the County and the K9 Unit has been very useful to the department and has located a number of missing persons.

Chairman Silk noted that Blek and Officer O'Brien have received a number of awards.

Lieutenant Rondeau stated the K9 Unit was very instrumental in the solving burglaries. He also noted in two separate Citizen Surveys by the Police Commission one of the number one concerns of the public is to address the drug problem and the K9 Unit is an instrumental part of doing that.

➤ **Animal Control**

Mrs. Murray noted that medical services have not been spent.

Chief Chase replied the current employees are not using the services offered.

Chairman Silk questioned if they are finding more abandoned animals due to the economic times.

Chief Chase replied they have not.

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

Member Linda Murray moved the Wolfeboro Board of Selectmen to enter non-public session at 7:54 PM to discuss personnel. Chuck Storm seconded. Roll call vote: Sarah Silk-yes, Dave Bowers- yes, Chuck Storm-yes and Linda Murray-yes, the motion passed.

The Board re-entered public session at 8:14 PM.

Chairman Silk stated a portion of the non-public session minutes of October 12, 2011 were sealed by a 2/3rd's vote as required by law and that the below portion of the meeting can be released to the public.

Salary-Town Manager

Mr. Storm stated the Board needs to decide on a pay increase for the Town Manager.

Member Chuck Storm moved the Board of Selectmen to approve a pay increase of 1% for the Town Manager, to take effect on the 14th pay period of 2012. Linda Murray seconded.

DISCUSSION:

Mrs. Murray questioned what he plans to give the staff.

Mr. Owen replied he hadn't decide yet, but was thinking about 1-1.5%, noting he is agreeable to the 1% as many communities are not doing any pay increases.

Members voted Sarah Silk-yes, Linda Murray-yes, Dave Bowers-yes and Chuck Storm-yes, the motion passed.

Member Chuck Storm moved the Wolfeboro Board of Selectmen to adjourn at 8:15 PM. Member Linda Murray seconded. Being none opposed, the motion passed.

Respectfully submitted,

Amelia Capone-Muccio

Recording Secretary