

**Wolfeboro Board of Selectmen  
2013 Budget Hearing  
Meeting Minutes Approved  
October 30, 2012**

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

**Members absent:** None.

**Staff present:** Town Manager David W. Owen, Finance Director Pete Chamberlin, Parks & Recreation Director Ethan Hipple and Recording Secretary Amelia Capone-Muccio.

Chairman Murray opened the meeting at 6:00 PM.

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

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

**2013 Budget Hearings**

➤ ***Libby Museum***

Director of the Libby Museum Lauren Hammond joined the Board for discussion.

Ms. Silk questioned the increase in line 1-45891.380 Outside Services.

Ms. Hammond replied that she increased the cleaning by two days.

Chairman Murray questioned if the trash is done by an outside service or does the town do it.

Mr. Owen replied the town has switched from using an outside service and he would check if this location could be incorporated with that.

**Member Sarah Silk moved to remove \$120 from line 1-45891.380 Outside Services. Dave Bowers seconded. Members voted and being none opposed, the motion passed.**

Ms. Silk questioned line 1-45891.435 Building Maintenance and if there is backup information for the floor refinishing.

Ms. Hammond replied that she is working with the Libby Family to redo the floors in the museum; they will contribute funds toward the cost.

Chairman Murray stated that she should include the estimate for the project and provide something that outlines what the Libby family's intent is.

➤ ***Economic Development***

Charles Wibel, Co-Chair of the EDC joined the Board for discussion.

Chairman Murray questioned line 1-46520.117 Part Time Wages and that they haven't expended as many funds this year.

Mr. Wibel noted that they haven't, but noted that it may be used for extra meetings.

Chairman Murray noted line 1-46520.380 Outside Services has the calendar of events provided by the Chamber of Commerce.

Ms. Silk stated she would like to cut back on part time wages to make up for the advertising.

Mr. Wibel replied they have cut their consultant line to make up for such.

Ms. Silk questioned if the Chamber of Commerce is participating in the sign cost.

Mr. Wibel replied no.

➤ **Milfoil**

Ken Marschner, Chair of the Milfoil Committee, joined the Board and summarized the Milfoil Committee's past summer of difficulty in removing Milfoil in Back Bay. He explained the mild winter resulted in a large regrowth in Milfoil and they removed 21,000 gallons during the season. He stated at this point NH DES is recommending a full chemical treatment of Back Bay after Labor Day 2013. He stated they have been very fortunate in the past to receive grants and feels they will most likely get a grant to offset the cost of the chemical treatment as well.

Chairman Murray questioned if he is confident they will get the 50% reimbursement.

Mr. Marschner replied they will not know until December 1<sup>st</sup>. He has nothing in writing confirming the grant.

Chairman Murray suggested they leave the budget presented in full and when they know the grant amount it can be addressed by the Budget Committee.

**Member Linda Murray moved to set the Milfoil Budget at \$43,500 in line 1-41301.870. Sarah Silk seconded. Members voted and being none opposed, the motion passed.**

➤ **Cable Channel**

Peter Pijoan joined the Board for discussion and stated the only change is to payroll and medical benefits for an employee. He stated that he needs an additional experienced videographer due to the workload.

Chairman Murray questioned the \$11,500 equipment funds from Metorcast.

Mr. Pijoan replied that that is the end of the equipment funding from Metrocast. He stated he based his proposal on estimated revenue of the Franchise Fee.

Mr. Owen stated he based his proposal on what was received this year (\$90,737) and he is concerned that estimating higher is hopeful thinking.

Mr. Pijoan stated he based his budget on the first half of the year's revenue and you will only see growth.

Mr. Owen disagrees that you should not base it on more than what was received in the prior year, but he does sympathize with Mr. Pijoan's need for help. He questioned the estimate for Health Insurance.

Mr. Pijoan replied it is an estimate from a local agent for Anthem services.

Mr. Owen questioned if the WCTV Board approved such.

Mr. Pijoan replied yes.

Mr. Storm questioned what happens if more franchise funds come in.

Mr. Owen replied they are applied to the General Fund.

Chairman Murray stated she would be comfortable with a \$5,000 increase.

**Member Linda Murray set line 1-41301.381 Cable Channel at \$ 95,737. Chuck Storm seconded. Members voted and being none opposed, the motion passed.**

➤ ***Chamber of Commerce***

Chairman Murray noted the change in the budget is \$8,019 for additional staffing.

**Member Dave Senecal moved to level fund line 1-41301.117 Part-time position (Executive Budget). Sarah Silk seconded. Members voted and being none opposed, the motion passed.**

➤ ***Executive Budget***

None comments.

➤ ***Town Manager***

Chairman Murray provided a review of the proposed increase to the Clerical Salary. The Board discussed the proposed request of the Town Manager.

**Member Chuck Storm moved to increase the Clerical Salary in line 1-41302.112 to \$24.00 per hour for 2013. Dave Bowers seconded. Members voted and being none opposed, the motion passed.**

➤ ***Assessing***

**Member Dave Senecal moved to add \$500 to line 1-41503.381 Outside Services-Forester. Chuck Storm seconded. Members voted and being none opposed, the motion passed.**

Ms. Silk questioned line 1-41503.750 Furniture & Fixtures.

Chairman Murray replied some of that is from the prior year.

➤ ***Health Officer***

No comments.

➤ **Agencies**

Chairman Murray noted they had already reviewed these budgets but needed additional information from some of them. She noted that Starting Point provided their budget and Wolfeboro Senior Meals provided their internal controls.

➤ **Debt Service**

No comments.

**Revisit List**

➤ **Culture & Recreation**

Chairman Murray stated the back up for the chair has been received. She stated that he provided the cost for Foss Field fertilization at \$810.

**Member Sarah Silk moved to reduce line 1-45202.380 Outside Services to \$15,590 in the Maintenance Budget of Culture & Recreation. Dave Bowers seconded. Members voted and being none opposed, the motion passed.**

Chairman Murray stated the cost of the lifeguards for the Beaches has been provided to include Carry Beach for line 1-45203.117 Part Time Wages \$52,102.

Mr. Hipple stated that he has not been able to obtain a cost for the NH DES permitting as of this date and Mr. Ford recommend he reach out to a consultant for a quote.

Chairman Murray stated they have confirmed the electricity for the parking lots is included in the Public Works Budget.

**Member Sarah Silk moved to decrease line 1-45206.410 Electricity to \$1,546. Chuck Storm seconded. Members voted and being none opposed, the motion passed.**

Chairman Murray stated they have received the information for the Pop Whalen Part Time Wages.

**Member Sarah Silk moved to increase line 5-45890.117 Part Time Wages to \$44,593. Chuck Storm seconded. Members voted and being none opposed, the motion passed.**

Chairman Murray stated they have received the backup information for line 5-45890.720 Buildings corrosion control. She stated that they have received revised Capital Outlay information for the Middleton Road Cemetery as well as for the Rescue Sled.

➤ **Welfare**

The Board agreed with the recommendation of the Town Manager for 1-44410.845 Direct Assist-Rent and 1-44410.847 Direct Assist-Utilities.

➤ **Gas/Oil & Diesel (all budgets)**

Mr. Chamberlin stated that he discussed the gas, oil and diesel prices with Mr. Owen and Mr. Ford; they decided to set the Diesel at \$3.60 per gallon and gas/oil at \$3.50 per gallon.

Mr. Owen stated they have to estimate the fixed prices because the current contract expires in May of 2013.

**Member Sarah Silk moved to set the gas/oil and diesel prices as presented. Chuck Storm seconded. Members voted and being none opposed, the motion passed.**

➤ **Communications**

Mr. Chamberlin stated the Keltron Fire Alarm is the equipment that receives the signal from the pole boxes on the street and the expenditure for such last year was to replace the broken screen.

Ms. Silk questioned why they do not charge for such.

Mr. Owen replied they can charge if they want.

➤ **Animal Control**

Chairman Murray stated they have received an opinion from Labor Counsel regarding changing the function of the animal control to be covered by Police Officers and if they do their Animal Control stipends would have to be included in their overtime rates. She stated based on such opinion, the Police Chief has rescinded the proposal and recommends keeping the Animal Control function as done in the past. She stated in regards to the Prosecutor, increasing his hours to 35 hours should not pose a problem with benefits.

Mr. Owen noted a full-week for the Police Department is 40 hours; this increase would still be at a part-time status.

➤ **Conservation Commission**

Chairman Murray noted the backup was provided for line 1-46110.112 Clerical Salaries.

Ms. Silk stated that she recalls five years of hours was to be submitted not just 2012.

Mr. Owen replied that such would need to be addressed with the Conservation Commission.

Mr. Senecal stated that it seems they need clarity if more work is being done.

The instructed the Town Manager to notify the Conservation Commission that they must stay within the budgeted amount for Clerical Salaries and to submit the last five years of hours.

➤ **Code Officer**

Chairman Murray stated that the gallons are correct for line 1-42400.635 Gasoline and back up was provided for line 1-42400.820 Professional Development.

➤ **Building**

Mr. Chamberlin stated the amount requested is correct for line 1-41941.400 Rentals.

➤ **Highways & Streets, Garage and Buildings and Grounds**

Chairman Murray stated the updated budget sheets were provided.

➤ **Sewer Collection**

Mr. Chamberlin stated they are requesting level funding in regards to line 4-43260.140 Overtime.

➤ **Capital Outlay-2-49608.730 WTP Asset Management Plan**

Mr. Chamberlin stated that they cannot confirm the grant funding amount.

➤ **Public Safety Building**

Chairman Murray stated they received the backup for 1-42901.750 Furniture & Fixtures, the cabinets.

Ms. Silk stated such is not a priority as they have many other priorities for next year's budget.

**Member Sarah Silk moved to remove the funding for cabinet replacement in line 1-42901.750 Furniture & Fixtures and revisit it in 2 years. Dave Senecal seconded. Members voted, Dave Bowers-opposed, all others in favor the motion passed.**

Mr. Bowers stated that he feels such is a reasonable request as this is the home to this Department and replacing such also is part of extending the buildings useful life.

➤ **Capital Outlay-**

**1-49609.731 Pave Fire Sub-station parking lot & 1-49612.761 Chief's Command Vehicle (Car 1)**

Chairman Murray stated in regards to the sub-station parking lot, she recalled they decided to make drainage improvements and leave it gravel to address the flooding problem and see if the repairs work before they paved it.

**Member Chuck Storm moved to delay the project to pave the Fire sub-station line 1-49609.731 to another year. Dave Bowers seconded. Members voted, all in favor the motion passed.**

**Member Dave Senecal moved to remove the request for Chief's Command Vehicle (Car 1) line 1-49612.761. Sarah Silk seconded. Members voted, all in favor the motion passed.**

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

**Member Chuck Storm moved the Wolfeboro Board of Selectmen to adjourn at 8:51 PM. Member Dave Bowers seconded. Being none opposed, the motion passed.**

Respectfully submitted,

**Amelia Capone-Muccio**

Recording Secretary