

**Wolfeboro Board of Selectmen
2013 Budget Hearing
Meeting Minutes Unapproved
October 18, 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, Public Works Director Dave Ford 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

➤ ***Highway & Streets***

Administration

Ms. Silk questioned line 1-43110.311 Consultants, the \$8,000 for Dockside.

Mr. Ford replied he would like to some upgrades to Dockside parking lot area and some aesthetic improvements similar to what they did at the Railroad station.

Chairman Murray noted the CIP did not have anything listed for Dockside until 2016, she put it back in.

Mr. Ford replied that this would be for a concept plan to come up with a plan on what to do with the area.

Ms. Silk questioned why the town wasn't contributing to his cell phone.

Member Sarah Silk moved to add \$360 (\$30 per month allotment) for the Public Works Director's cell phone in line 1-43110.341 Telephone. Linda Murray seconded. Members voted and being none opposed, the motion passed.

Ms. Silk questioned if line 1-43110. 810 travel and meetings includes additional mileage for the lawsuit.

Mr. Ford replied it does, which explains the increase.

Highway & Streets

Ms. Silk questioned line 1-43120.114 Hourly Wages and if it includes the recent staffing change.

Mr. Ford replied it does not.

Chairman Murray stated this line should be revisited as it should reflect the new employee. She questioned line 1-43120.140 Overtime and if this includes overtime to sweep and clean the basins.

Mr. Ford replied it does, the overtime has increased as they use less outside services for snow removal and street sweeping.

Chairman Murray questioned why the street sweeper is not listed in the Capital Outlay as it is a piece of equipment that costs over \$250,000.

Mr. Ford replied that it is a lease purchase.

Chairman Murray stated she questions the best way to handle a purchase of such a significant piece of equipment.

Mr. Chamberlin stated that it could be moved to Capital Outlay.

Ms. Silk disagreed as they include the lease purchase for the Police vehicles in the budget.

Mr. Ford agreed to move the purchase to Capital Outlay.

Ms. Silk questioned if they use any outside services for snow removal.

Mr. Ford replied they do for a Dozer and a tri-axle truck until the Town purchases their own.

Chairman Murray questioned line 1-43120.341 Telephone and the amount of the cell phone.

Mr. Ford replied that those phones are Town phones and are on a group plan.

The Board removed \$37,000 from line 1-43120.440 Rentals & Leases and moved it to Capital Outlay for the purchase of a sweeper vehicle.

Chairman Murray noted they need to know the correct price for gas and it will be needed for all budgets. She questioned line 1-43120.740 Machinery & Equipment and why nothing has been spent.

Mr. Ford replied he has held off to see how the budget was, but will be making a purchase.

Ms. Silk questioned line 1-43120.810 Travel & Meetings.

Mr. Ford replied that most of the staff uses town vehicles to attend meetings.

Garage

Chairman Murray questioned line 1-43192.431 Grounds Maintenance for the Libby Museum.

Mr. Ford replied that he just received the wetlands permit and will be making repairs.

Chairman Murray stated that some business owners downtown have questioned if the town could put a portable toilet at Cate Park over the winter and questioned if such should be in line 1-43192.610 General Operating supplies.

Mr. Ford replied that he is not certain how that would work out for that area, the restrooms at the Railroad station are open in the winter.

Chairman Murray questioned his request for hand dryers at the public restrooms and suggested he purchase two this year and then get two more next year.

The Board added \$2,648 to line 1-43192.740 Machinery & Equipment for the purchase of two hand dryers for the public restrooms.

➤ **Sanitation**

Solid Waste Disposal Facility

Chairman Murray questioned line 1-43240.117 Part-time wages and the increase.

Mr. Ford replied that they propose to take over the downtown trash pickup from an outside contractor due to numerous problems this past season.

Ms. Silk briefly reviewed the Hazardous Waste Collection budget, line 1-43240.491, noting that the Clean Harbors contract increases 2% each year and they are also anticipating the Town of Tuftonboro joining. She questioned the increase in line 1-43240.610 General Operating Supplies.

Mr. Ford replied that it includes bags for the barrels downtown and some welding supplies to repair the barrels.

Chairman Murray questioned line 1-43240.680 Safety Equipment.

Mr. Ford replied it includes clothing for the part-time employees to collect the downtown trash from the barrels.

Sewer Collection Disposal

Ms. Silk questioned the increase in overtime in line 4-43260.140.

Mr. Ford replied he does not know why it increased and would have to look into it.

The Board agreed to re-visit this line for clarification on the increase.

Chairman Murray questioned line 4-43260.635 Gas and what other Departments the vehicle is used for.

Mr. Ford replied it could be any Department, for example, like the Library.

Ms. Silk questioned line 4-43260.562 Advertising.

Mr. Ford replied it is used for educational mailings and any other educational materials for the public.

Waste Water Treatment

Ms. Silk questioned line 4-43263.560 Dues & Subscriptions, the air emissions fee.

Mr. Ford replied it is for the diesel generators.

➤ **Water Distribution & Treatment**

Distribution Service

Ms. Silk questioned line 2-43320.820 Professional Development decrease.

Mr. Owen replied it is level funded based on usage.

Mr. Ford noted most of the classes have been free.

Treatment Plant

Chairman Murray questioned line 2-43350.140 Overtime.

Mr. Ford replied that this line has been adjusted to be in line with the Union Contract, the same as all other Departments.

Chairman Murray questioned the increase in line 2-43350.820 Professional Development.

Mr. Ford replied that Mr. Pike will attend the National Conference.

➤ **Capital Outlay**

General Fund

1-49611.761 Public Works Garage Service Truck: replacement truck and will hand the current vehicle down to Solid Waste.

1-49612.730 Wolfeboro Falls Sidewalk Upgrades: address some sidewalk issues in the area of the Wright Museum and Linda's Flower Shop as well as repairing the unsafe sidewalks in same area.

Water Fund

2-49608.730 WTP Asset Management Plan: have applied for grant funding

Chairman Murray suggested including the amount of grant funding.

➤ **Interfunds OP Transfers Out**

No comment

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 7:43 PM. Member Sarah Silk seconded. Being none opposed, the motion passed.

Respectfully submitted,

Amelia Capone-Muccio

Recording Secretary