

**Wolfeboro Board of Selectmen
Approved Meeting minutes
Budget Hearings
October 26, 2010**

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

Staff present: Town Manager David W. Owen, Finance Director Pete Chamberlin, Planning & Development Director Rob Houseman, Recording Secretary Amelia Capone-Muccio

Chairman Murray called the meeting to order at 6:00 PM in the meeting room of the Wolfeboro Public Library.

Non-Public Session RSA 91-A: 3II

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

Budget Hearings 2011

Conservation Commission

Dan Coons joined the Board for discussion.

Ms. Silk stated that line 1-46110-610 general operating supplies should reflect that revenue is received.

Economic Development

Frank Giebutowski joined the Board for discussion.

Chairman Murray noted that there is an increase in line 1-46520-562 advertising.

Mr. Giebutowski replied that they decided to post-pone phase two of the strategic plan study and identified a series of activities to promote the town by using the media.

Ms. Webster clarified meaning print, video and television.

Mr. Giebutowski replied yes.

Ms. Silk suggested adding the back up for such.

Mary DeVries and Zack Tartar joined the Board to review line 1-46520-380 outside services.

Mrs. DeVries stated that this is level funding to maintain the community calendar as they have done in years past.

General Government

Rob Houseman joined the Board for discussion.

➤ **Planning**

Ms. Silk questioned the increase in clerical.

Mr. Houseman replied that it is based on a recalculation of sharing the administrative assistant with the Codes Department.

Mr. Senecal questioned line 1-41911-434 office equipment.

Mr. Houseman replied that nothing is needed.

Chairman Murray questioned line 1-41911-560 printing and what has been spent to date.

Mr. Houseman replied that they have been doing their own copying in house, causing an overage in line 1-41911-620 office supplies.

Ms. Silk suggested amended the lines to reflect that change.

Member Sarah Silk moved the Wolfeboro Board of Selectmen to reduce line 1-41911-560 printing to \$400 and increase line 1-41991-620 office supplies to \$1,000. Member Linda Murray seconded. Being none opposed, the motion passed.

Chairman Murray questioned if line 1-41911-740 has back up for the fire safe file.

Mr. Houseman provided such.

Chairman Murray questioned the idea of digital filing.

Mr. Houseman replied he has received a quote to do such for the entire town's day to day records at approximately \$65,000, but to include historic records would bring the estimate up to \$150,000.

Chairman Murray stated that such project would make sense for the future as it saves on storage space.

➤ **Planning Board**

Chairman Murray questioned line 1-41305-320 legal and if he projects any large cases.

Mr. Houseman replied he does not but it is a hard line to estimate.

Chairman Murray questioned line 1-41305-670 publications and what has been spent to date.

Mr. Houseman replied that the costs associated with that line usually come with the November conference.

➤ **Zoning**

Ms. Silk questioned line 1-41304-562 advertising based on previous years.

Mr. Houseman replied that line does create revenue and is hard to estimate.

Member Sarah Silk moved the Wolfeboro Board of Selectmen to reduce line 1-41304-562 advertising to \$ 1,200. Being no second, the motion failed.

Chairman Murray stated she would line to revisit line 1-41304-562 advertising and include back up noting that it receives revenue.

Public Safety

➤ **Code Officer**

Chairman Murray questioned line 1-42400-117 part time wages.

Mr. Houseman replied that line should reflect a reduction by \$10,000 done by the Town Manager. He explained part of this line is not funded and part of it covers vacation coverage for the administrative assistant.

Chairman Murray questioned line 1-42400-341 telephone based on what has been spent.

Mr. Chamberlin replied that line should be level funded.

Member Sarah Silk moved the Wolfeboro Board of Selectmen to increase line 1-42400-341 telephone to \$ 800. Member Marge Webster seconded. Being none opposed, the motion passed.

Ms. Silk questioned line 1-42400-430 vehicle maintenance.

Mr. Houseman replied that the orange pickup needs a major repair.

Chairman Murray questioned line 1-42400-562 advertising based on what has been spent.

Mr. Houseman replied that they plan to take a proactive approach next year for zoning code compliance outreach.

General Government

➤ **Building**

Chairman Murray questioned line 1-41941-410 Electricity spent to date.

Mr. Chamberlin replied \$22,080.17.

Chairman Murray questioned line 1-41941-620 office supplies.

Mr. Houseman replied this is for the bulk copy paper.

- **Update of work at Brewster Memorial Hall and Public Safety Building**

Mr. Houseman provided the Board with a status update of the ADA improvements at Brewster Memorial Hall and the Public Safety Building. He noted that work on the slate roof at Brewster Memorial Hall would be done on Saturday as to not interfere with day-to-day operations.

➤ **Town Clerk**

Member Sarah Silk moved the Wolfeboro Board of Selectmen to increase line 1-41401.300 elections to \$20,424. Member Marge Webster seconded. Being none opposed, the motion passed.

Ms. Silk questioned the Town Manager's increase to line 1-41401-625 postage.

Mr. Owen replied based on past usage he increased it.

Any Other Business

Mr. Owen stated he and the Finance Director met with the Department of Revenue Administration (DRA) today and the new tax rate is \$11.04, up from \$10.61.

Ms. Webster stated she would like to revisit the discussion on free use of Pop Whalen Ice Area and Abenaki and feels all employees should receive such benefit.

Member Marge Webster moved the Wolfeboro Board of Selectmen to provide all town employees with the benefit to use Pop Whalen Ice Arena and Abenaki for free. Member Chuck Storm seconded.

DISCUSSION:

Ms. Silk stated that she feels that part-time employees do not receive benefits so she is fine with leaving it as requested.

Chairman Murray questioned if such is for the employee or employees and their families.

Mr. Owen replied it is just for part-time employees.

Ms. Webster stated her point is that it should be fair to all.

Members voted, Marge Webster in favor and all others opposed, the motion failed.

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

Member Dave Senecal moved the Wolfeboro Board of Selectmen to enter non-public session at 7:30 PM to discuss litigation. Sarah Silk seconded. Roll call vote: Sarah Silk-yes, Chuck Storm-yes, Dave Senecal-yes and Linda Murray-yes, the motion passed.

The Board re-entered public session at 7:40 PM.

Chairman Murray announced that the Board sealed the minutes of the October 26, 2010 non-public session with a 2/3rd vote as required by law.

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 7:41 PM. Member Marge Webster seconded. Being none opposed, the motion passed.

Respectfully submitted,

Amelia Capone-Muccio

Recording Secretary