

**Wolfeboro Board of Selectmen  
Meeting Minutes Unapproved  
October 10, 2013**

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

**Members absent:** None.

**Staff present:** Town Manager David W. Owen, Finance Director Pete Chamberlin, Director of the Library Cindy Scott, Police Chief Stu Chase, 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 not needed.

**2014 Budget Hearings**

➤ ***Library***

Cindy Scott and Chairman of the Library Board of Trustees John Sandeen joined the Board for discussion.

Ms. Scott gave a brief overview of the 2014 proposed budget and noted there is an increase to wages and a slight increase to support increased need of services.

Chairman Silk questioned the increase in wages.

Ms. Scott replied they receive the increase on their anniversary date.

Chairman Silk questioned the increase in custodial services.

Ms. Scott replied the increase is due to a larger dumpster that is shared with the Public Safety Building from a 3 yard to a 5 yard and that the custodial services have been underfunded.

Chairman Silk questioned the increase in outside services.

Ms. Scott replied they are changing the website services. They are moving off the town website to have their own site and the automation software has hosting fees. She noted they are also adding a mobile service as well.

Mrs. Murray questioned the background checks.

Ms. Scott replied it is for new hires and volunteers as well as substitutes.

Mrs. Murray questioned if they redo them each year.

Ms. Scott replied no.

Chairman Silk noted line 1-45500.435 building maintenance is down.

Mr. Sandeen replied that they are hopeful that most of the problems were corrected in 2013.

Ms. Scott further explained that the thermostats have been replaced, but they are still working on some other issues with the heating and ventilation system. She stated that most of the issues are due to the age of the system. She also noted they have an issue with some of the lighting and bulbs falling out of them.

Chairman Silk questioned an increase in dues and subscriptions.

Ms. Scott replied the rates have increased.

Chairman Silk questioned 1-45500.750 furniture and fixtures.

Ms. Scott replied they need to purchase new chairs for the computer stations. She also addressed her request for increase in hours for the Administrative Assistant and the Library Tech. She explained that all the staff has increased hours on the service desk including herself due to the increase in demand. She is proposing 15 hours per week more for the Library Assistant at \$5,829, two additional hours per week for the Administrative Assistant at \$1,176 and two more hours per week for the Library Page at \$506.

Mr. Harriman questioned what the Administrative Assistant and the Library Tech work now.

Ms. Scott replied the Assistant works 20 hours per week and the Tech works 10 per week and 15 per week in the summer.

Mrs. Murray stated she would like to add those to the revisit list to discuss after they review the budget as a whole.

➤ ***Police-Central Dispatch & Animal Control***

Chief Chase provided a brief overview of the proposed Police Budget and that the wage increase (except the non-union employees) will receive an increase based on their negotiated contract between the Town and the NEPBA and this also is the same for the Central Dispatch Budget. He noted the 5 non-union employees (including the Animal Control Officer) will receive what is deemed by the Town. He noted the most significant change to the Police budget is the K9 program. He explained Blek is an 8 year old Shepard that has been suffering from a chronic nasal disease. He stated the K9 was a community spirited program and although Blek has been a good dog he has reached a point of diminishing return. He has suggested suspending the program should a benefactor appear as a new dog would cost at least \$11,000 plus the K9 car is in need of replacement which can cost a total of \$50,000 to start the program up again.

Chairman Silk questioned if the relief association will do any fundraising for the program.

Chief Chase replied no, but he has received three phone calls since the newspaper article including looking into a contest with Milk Bone again.

Chairman Silk questioned if under line 1-42100.118 summer salaries if they will have the same officers again.

Chief Chase replied they both have stated they would return and the program worked well.

Mrs. Murray questioned if there was a reduction in complaints.

Chief Chase replied yes, he believes they may have only received one or two complaints all summer.

Chairman Silk questioned the unemployment rate and if the Finance Director checked that.

Mr. Chamberlin replied he did and they get a bulk discount through Primex.

Chairman Silk questioned the decrease in Workers Compensation.

Mr. Owen replied that is due to what they call the "rate holiday"

Mr. Chamberlin replied that is correct, it is a return of the surplus.

Chairman Silk questioned the reduction to line 1-42100.320 legal.

Mr. Owen replied it was based on usage.

Mrs. Murray questioned line 1-42100.380 outside services.

Mr. Chamberlin replied the five year average is \$3,049.

**Member Linda Murray moved the Wolfeboro Board of Selectmen to change line 1-42100.380 outside services in the Police budget to \$4,000. Dave Senecal seconded. Being none opposed, the motion passed.**

Chief Chase noted in line 1-42100.432 communications maintenance he has a radio he would like to transfer from the K9 car, but it cost \$1,400 to do that.

**Member Dave Senecal moved the Wolfeboro Board of Selectmen to change line 1-42100.432 communications maintenance in the Police budget to \$2,900. Brad Harriman seconded. Being none opposed, the motion passed.**

Chairman Silk questioned the postage increase.

Chief Chase replied they have a box rate increase and they have mailing for equipment maintenance by mail.

Mrs. Murray questioned if they have noticed a decrease in fuel from the new cars.

Chief Chase replied they have, they came on line in April. He noted he would like to update the graphics on a couple of the older cars for consistency. He stated it is \$866 for the graphics and \$400 for the labor to put them on.

**Member Dave Senecal moved the Wolfeboro Board of Selectmen to change line 1-42100.740 machinery & equipment in the Police budget to \$4,366. Linda Murray seconded. Being none opposed, the motion passed.**

#### ➤ ***Communication***

Chief Chase noted that line 1-42990.140 overtime is due a lack in shift coverage for one Sunday night shift they haven't been able to fill. He noted that line 1-42990.740 Machinery & Equipment has an increase at \$6,000 for the need to replace the backup radio that has been powering down and malfunctioning.

Chairman Silk questioned line 1-42990.341 telephone.

Mr. Chamberlin replied they have three 911 lines and fax lines all are copper lines with long distance.

Chairman Silk questioned if he would be putting the radio replacement out to bid.

Mr. Owen replied that for items up to \$10,000 they typically get three price quotes.

➤ ***Animal Control***

Chief Chase stated they are down to one Animal Control Officer and it works well. He averages 400 per year and traveled 1,194 miles last year.

**Member Linda Murray moved the Wolfeboro Board of Selectmen to change line 1-44140.810 travel & meetings in the Animal Control budget to \$700. Brad Harriman seconded. Being none opposed, the motion passed.**

Mrs. Murray questioned when the Town Manager would recommend the non-union increase.

He replied at one of the Board's next meetings, but noted they would be getting a separate proposal from the Department Heads.

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

**Member Dave Senecal moved the Wolfeboro Board of Selectmen to adjourn at 7:44 PM. Member Brad Harriman seconded. Being none opposed, the motion passed.**

Respectfully submitted,

**Amelia Capone-Muccio**

Recording Secretary