

**Wolfeboro Board of Selectmen
Budget Meeting Minutes – Unapproved Draft
Wolfeboro Public Library Meeting Room
October 21, 2015, 6 p.m.**

Members present: Chairman Dave Senecal, Vice Chair Brad Harriman, Dave Bowers, Linda Murray and Luke Freudenberg.

Staff present: Town Manager Dave Owen, Finance Director Pete Chamberlin, Public Works Director David Ford, Library Director Cindy Scott and Library Trustee Michael Hodder, Parks and Recreation Director Ethan Hipple, Mitch Collins on behalf of Patriotic Purposes, and Recording Secretary Larissa Mulkern

Chairman Senecal opened the session at 6 p.m.

Non-Public Session RSA 91-A:3

Mr. Owen stated a non public session is needed under RSA-A:3, II (c) regarding personnel matters.

Review – Proposed Budgets

1. **Library** – No changes were made to the 2016 budget request of \$507,525.
2. **Parks & Recreation**
 - i. **Patriotic Purposes** – No changes were made to the 2016 budget request of \$6,345.34, which is \$854 less than last year's budget.
 - ii. **Cemeteries** – A motion was made and seconded to shift \$1,000 from the cemetery park time wage line to the Maintenance part time wage line. The adjusted balance is \$7,208.
 - iii. **Administration** – Hipple requests an additional part time position this year for a new part time administrative assistant position for 16 hours a week to help with the workload, billing, program registrations and other projects as needed. Since the position is under 30 hours per week the town would avoid having to pay health insurance, added Mr. Owen, and thus hold down the tax impact on the community. A family plan would have doubled the cost of the position. A portion of the position could be billed to Parks and Recreation Enterprise Fund. The cost of the part time position is \$12,789 based on \$14 an hour for 52 weeks at 16 hours per week, and of that, \$1,142 covers fees such as FICA and Social Security. A motion was made and seconded to add \$11,648 to part time wages for a new total of \$30,589. All members voted in favor and the motion passed. A second motion was moved and seconded to add \$1,142 to the benefits line in the 200 series for a new grant total of \$241,793 in Administration.

- iv. **Maintenance** – The new balance for part time wages is \$16,360, based on the \$1,000 transfer from the Cemetery part time wages line. A motion was moved and approved and all members voted in favor. Mrs. Murray moved to transfer \$2,500 from capital outlay to power wash the tennis courts to the Maintenance line. The motion was seconded and all members voted in favor. The new total is \$232,992 for Maintenance. **Revisit:** Mrs. Murray suggested putting a request for \$3,000 to rent a truck on a seasonal basis on the revisit list as other departments may have an older truck the department could use next year; in addition, the costs for insurance and maintenance should be added into the request, said Mr. Harriman.
- v. **Beaches** – Chair Senecal suggested the town look into paying for life guard certifications, as many of the kids cannot afford the \$300-\$400 it costs to get certified and the town has had difficulty filling lifeguard position in the past. Mr. Owen said the town offers to pay half the cost if the lifeguard stays on for the season. Mr. Harriman suggested a further incentive would be to offer to reimburse the second half of the certification cost if the lifeguard returns for a second season. There were no changes at this time to the Beaches line item
- vi. **Abenaki** – No changes were made to the budget request.
- vii. **Programs** – No changes were made to the budget request.
- viii. **Community Center** – No changes were made to the budget request.
- ix. **Clark House** - \$2,000 was moved from Capital Outlay to Maintenance, for a new total the Clark House Museum Maintenance of \$10,135 and a new Building Maintenance total of \$3,425.
- x. **Pop Whalen Ice Arena** – No changes were made to the budget request.
- xi. **Capital Outlay – Revisit List:**
 - a. **Pop Whalen Parking Lot** \$75,495 for graveled overflow parking lot with 72 spaces. The consensus was to revisit this item, downscale it to a 30-car overflow lot.
 - b. **Foss Field Shed:** \$7,624 to replace the old tennis shed. Mr. Hipple is proposing a movable, sturdy 12-foot by 16-foot custom fabricated shed. Mr. Harriman suggested asking the building trades department at the Lake Region Technology Center if students could build the shed. Mr. Hipple said he's asked that in the past and will pursue this avenue once more. Mr. Owen said if the town is proposing a Foss Field Replacement building the following year, would this shed detract from the justification of needing more storage. Mr. Hipple said storage buildings are needed at both ends of the park with the sheds serving different programs.
 - c. **Maintenance Building paving:** \$10,984 plus \$2,000 for site work and drainage.
 - d. **Pop Whalen Ceiling Tiles and Floor Mats:** \$9,400.
 - e. **Old Abenaki lodge demolition;** the building is beyond repair and could be torn down to make way for an outdoor skating rink.
 - f. **Middleton Road cemetery:** The land will be used for a road construction staging area this year with fencing along the roadside and landscaping next year.

The board requested a new project request form.

There being no other budget business, Mrs. Murray made a motion, seconded by Chair Senecal, to go into nonpublic session to discuss personnel matters at 8 p.m.

Respectfully submitted,
Larissa Mulkern
Recording Secretary