

**Wolfeboro Board of Selectmen
Meeting Minutes Unapproved
October 30, 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, 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.

Public Input

None.

2014 Budget Hearings-Revisit List review

Mr. Chamberlin stated the retirement lines have been adjusted. He also noted the water and sewer lines were recalculated in all the budgets as needed.

➤ ***Tax Collector 1-41504.114 Increase of \$1,500 in hourly wages.***

Mr. Owen stated this request was made to more accurately reflect the time being used.

Member Brad Harriman moved the Wolfeboro Board of Selectmen to add \$1,500 to line 1-41505.114 hourly wages in the Tax Collector's budget. Dave Bowers seconded. Being none opposed, the motion passed.

➤ ***Welfare 1-44410.845 Direct Assist Rent & 1-44410.846 Direct Assist Food.***

Mr. Chamberlin stated the Direct Assist Rent line is currently expended at 92% (\$96,505) to date out of a \$105,000 budget. The Direct Assist Food account is expended at 59% (\$11,781) to date.

Mrs. Murray noted that it appears they are using more than in the past.

Chairman Silk suggested leaving the lines as requested.

➤ ***Technology 1-41990.655 Technology Software & 1-41990.725 Technology hardware.***

Mr. Chamberlin stated that Microsoft will not be supporting Microsoft sever 2003 beyond January and he will need to make an upgrade at the cost of \$10,000. He will be updating to 2008, but will do 2012 if it is available. He stated that he can hold off on the \$4,700 for the fire department upgrade/integrate servers request at this point.

Member Linda Murray moved the Wolfeboro Board of Selectmen to add \$10,000 to line 1-41990.655 Technology Software. Dave Bowers seconded. Being none opposed, the motion passed.

- ***Library 1-45500.380 outside services for background checks and 1-45500.117 Increase in part time wages.***

Mr. Chamberlin provided the history on backgrounds checks; for example; they spent \$25 in 2010 and it appears based on the history not a lot of money was spent in this line.

Member Sarah Silk moved the Wolfeboro Board of Selectmen to change line 1-45500.380 outside services in the Library budget to \$100. Linda Murray seconded. Being none opposed, the motion passed.

Chairman Silk questioned how the Board wishes to proceed with the staffing increase request.

Mr. Harriman suggested providing them with more flexible staffing hours as noted in #8 in the notes.

Member Dave Senecal moved the Wolfeboro Board of Selectmen to add \$4,000 to line 1-45500.117 part time wages in the Library budget. Brad Harriman seconded. Being none opposed, the motion passed.

- ***Planning 1-41911.341 telephones 1-41911.432 communication maintenance posting of cell phone.***

Mr. Chamberlin stated he corrected the posting of the cell phone to the correct line.

- ***Planning Board 1-41305.670 Town & City allocation.***

Mr. Chamberlin stated the Town & City magazine is free as it is covered under the dues.

- ***Codes 1-42400.341 fax line (who uses it) and 1-42400.430 vehicle maintenance history.***

Mr. Chamberlin explained the fax line is used for mostly contractors dealing with the Public Works Secretary and occasionally by the Town Treasurer and such has been moved to the Public Works budget.

Member Linda Murray moved the Wolfeboro Board of Selectmen to remove the \$144.42 for the fax line from line 1-41911.341 telephone in the Planning budget. Sarah Silk seconded. Being none opposed, the motion passed.

Member Sarah Silk moved the Wolfeboro Board of Selectmen to add \$144.42 for the fax line to line 1-43110.341 telephone in the Highway and Streets Administration budget. Sarah Silk seconded. Being none opposed, the motion passed.

Member Brad Harriman moved the Wolfeboro Board of Selectmen to remove the \$144.42 for the fax line from line 1-42400.341 telephone in the Codes budget. Sarah Silk seconded. Being none opposed, the motion passed.

Mr. Chamberlin noted the maintenance line has been posted correctly, and not a lot of maintenance has been done.

Member Brad Harriman moved the Wolfeboro Board of Selectmen to change line 1-42400.430 vehicle maintenance in the Codes budget to \$250. Sarah Silk seconded. Being none opposed, the motion passed.

➤ ***Abenaki 1-45204.636 expended to date***

Mr. Chamberlin stated the line is at \$2,232.

Mrs. Murray questioned what the diesel is used for.

Mr. Chamberlin replied he believes the groomer.

➤ ***Parks & Recreation Administration 1-45201.17 part time wages administrative assistant hour increase.***

Mr. Owen stated explained that the original request was for forty hours a week, but was reduced to 28 hours per week. He stated that when the new assistant was hired at a lower rate than the former assistant, the hours increased by two hours. He recommends increasing it to 25 hours per week

Member Dave Senecal moved the Wolfeboro Board of Selectmen to increase the hours of the Administrative Assistant to 25 hours per week to be scheduled 5 days per week in line 1-45201.117 part time wages in the Parks and Recreation Administration budget. Linda Murray seconded. Being none opposed, the motion passed.

Mr. Owen stated as of the last meeting the budget went from a 4.2% increase to 2.8%, but such will need to be adjusted again to reflect the above changes.

Non Union Wages

Mr. Owen provided a handout comparing salaries to many of the surrounding or comparable communities and it shows in general that Wolfeboro is competitive with wages. He is recommending a 2% wage increase for non-union personnel, which totals \$26,089 including benefits.

Chairman Silk questioned what the Union employees are getting. She stated that she feels providing 2% is not a fair increase when others are getting 3%.

Mr. Owen replied the A.F.S.C.M.E Union is getting little more than 3% for the lower paid employees and a little less than 3% for the higher paid employees. He stated the Police Union is getting a little more than 3%.

Mr. Senecal stated they just went through a review of the job descriptions and noted that a lot of these employees have huge responsibilities and along with that goes the higher wage.

The Board continued to discuss the proposed increased and agreed to provide a 2% increase in most instances.

Capital Outlay Revisit

Mrs. Murray questioned the need to replace all the Fire Department radios at once.

Member Sarah Silk moved the Wolfeboro Board of Selectmen to change line 1-49613.764 replace mobile radios (Fire Department) to zero. Brad Harriman seconded. Linda Murray opposed all others in favor, the motion passed.

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 7:35 PM. Member Brad Harriman seconded. Being none opposed, the motion passed.

Respectfully submitted,

Amelia Capone-Muccio

Recording Secretary