

WOLFEBORO BUDGET COMMITTEE

July 20, 2009

MINUTES

Members Present: John MacDonald, Chairman, Scott Smith, Vice-Chairman, Marge Webster, Selectmen's Representative, Ned Giroux, Jim Eisenhower, Robert Moholland, John Burt, Brian Black, Allan Bailey, Members.

Member Absent: Harold Parker, Member.

Staff Present: Dave Owen, Town Manager, Pete Chamberlain, Finance Director, Lee Ann Keathley, Secretary.

Chairman MacDonald opened the public hearing at 5:30 PM.

Consideration of Minutes

April 27, 2009

It was moved by Marge Webster and seconded by Scott Smith to approve the April 27, 2009 Wolfeboro Budget Committee minutes as submitted. All members voted in favor. The motion passed.

NEW BUSINESS I – QUARTERLY APPROPRIATIONS / EXPENDITURE REPORT

Pete Chamberlain reviewed the Quarterly Appropriations / Expenditure Report, dated 7/9/09. He noted concern for the Welfare budget and chose the Welfare Department and the Parks & Rec Department programs to be reviewed by the auditors. He stated he is also watching the Electric Generation budget closely.

Dave Owen stated the activity level related to the Welfare budget has decreased and noted Sue Benson, Welfare Director, has been coordinating with the State's Social Service Program to review alternative sources of funding.

Scott Smith questioned the electric contract with Constellation.

Dave Owen stated the Town has locked in for natural gas for 2 years and noted the electric rates would be reviewed in September.

Pete Chamberlain stated he is scheduled to meet with Dave Ford to review the rates associated with water and sewer. He noted the need to increase rates for Pop Whalen.

Scott Smith questioned when the BOS would be reviewing the rates.

Pete Chamberlain replied August.

John MacDonald questioned Communications, Part Time Wages.

Pete Chamberlain stated the department was down two full time staff.

John MacDonald questioned the over expenditure of Elected Officials, Police Department.

Pete Chamberlain stated he would review such.

Referencing Cemeteries, Dave Owen stated the Town previously hired a full time Department of Public Works employee to maintain the cemeteries who was paid overtime for such however, the Town has now hired outside people on a part time temporary basis.

Pete Chamberlain reviewed the preliminary estimate of General Fund Revenues; noting the spreadsheet does not reflect \$240,000 in the Electric Fund net asset line item.

Referencing Assessing, Scott Smith questioned the time frame of the next 5 year study.

Dave Owen stated the current cycle would be completed in 2010. He stated the Town is selling 5 tax deeded properties.

NEW BUSINESS II – CAPITAL PROJECTS UPDATE

Referencing the Railroad Station, Dave Owen stated that it has been determined that a portion of the floor joist under the Chamber of Commerce part of the building will not need to be replaced therefore, the cost of the project is reduced. He stated the improvements are expected to be completed by September and noted additional funds to complete the project will be requested in a warrant article for 2010.

Robert Moholland expressed disappointment in regard to how it was handled; noting the BOS allocated money for the repairs to the Railroad Station that had not been appropriated by the voters. He stated such is not morally correct. He recommended setting up a fund that all rent money is deposited and used for the maintenance of those buildings.

Dave Owen stated currently all revenue from rents of Town owned facilities are deposited into the General Fund.

Scott Smith requested a list of all Capital Reserve Funds.

The Committee reviewed the Capital Projects Update Report.

John Burt questioned whether the Pleasant Street waterline project addresses storm drainage.

Dave Owen replied yes.

John MacDonald questioned the billing process when other Town Police Departments work a detail for the Town of Wolfeboro.

Pete Chamberlain stated he would review such.

NEW BUSINESS III – COMMITTEE MEMBER ASSIGNMENTS

Police Department & Fire Department: Brian Black & Ned Giroux

Parks & Recreation Department: John Burt & Allan Bailey

General Government: Scott Smith & Jim Eisenhower

Public Works Department: Jim Eisenhower & Robert Moholland

Water & Sewer Department: John Burt & Scott Smith

Electric Department: Robert Moholland & Harold Parker

Library: Allan Bailey & Harold Parker

CIP appointment: John Burt

It was moved by John Burt and seconded by Allan Bailey to request the BOS consider the establishment of a Capital Reserves Account in the amount of \$30,000 (yearly appropriation) for the maintenance and repair of the Town Hall building.

Discussion of the motion:

Brian Black questioned why all Town owned buildings are not included in the motion.

Scott Smith stated he believes the request is premature given the unknown future of the building.

John MacDonald requested such be tabled.

John Burt withdrew his motion. Allan Bailey withdrew his second.

TOWN MANAGER REPORT

➤ Budget Guidelines

Dave Owen distributed and reviewed the 2010 budget guidelines; noting a 0% increase is required by all departments (contractual obligations and multi-year contracts would be excluded from the calculations). He stated department budgets are due on 8/31/09; noting the BOS begins their review of budgets on 10/1/09.

Jim Eisenhower questioned the projected increase in salaries.

Dave Owen replied 2.5% for union employees.

Scott Smith verified the Fire Department remains unsettled with no union contract agreement.

John MacDonald verified that nonunion employees would receive 2.5%. He questioned the accumulated leave payback / retirement.

Referencing the AFSCME contract, Dave Owen stated there was a change in the provision relating to such; noting a cap at 400 hours.

It was moved by John Burt and seconded by Allan Bailey to adjourn the July 20, 2009 Budget Committee meeting. All members voted in favor.

Budget Committee meeting scheduled for Thursday, October 8, 2009 @ 5:30 PM – location to be determined.

There being no further business before the Committee, the meeting adjourned at 6:46 PM.

Respectfully Submitted,

Lee Ann Keathley

*****Please note these minutes are subject to amendments and approval at a later date.***