

**WOLFEBORO BUDGET COMMITTEE**  
**Budget Review Meeting**  
**November 22, 2010**  
**Minutes**

**Members Present:** John MacDonald, Chairman, Scott Smith, Vice-Chairman, Marge Webster, Selectmen's Representative, Robert Moholland, Brian Black, Jim Eisenhower, Allan Bailey, Frank Giebutowski, Bob Tougher, Members.

**Member Absent:** Harold Parker, Member.

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

*Chairman MacDonald called the meeting to order at 6:03 PM at the Wolfeboro Public Library.*

**LIBRARY**

Cindy Scott stated the increase in access to technology is being provided by the Friends of the Library. She noted an increase in wages and benefits due to funding the administrative assistant for a full year. She also noted an increase relative to the lease and maintenance of a new copier; noting the copier to be replaced is 15 years old.

**POLICE**

Stu Chase stated he prepared 3 financial plans for 2011 based on guidance of the Town Manager and BOS. He stated the budget has been reviewed by the Police Commission.

Dave Owen stated the BOS voted to a 1% salary increase to nonunion employees; noting the Police Commission made such available to their employees. He stated the increase is proposed to be given in one lump sum rather than in their salary base (includes the chief, lieutenant, prosecutor, secretary, animal control officers, dispatchers and administrative assistant).

John MacDonald verified the one-time payment does not change the base salaries.

Dave Owen stated all other budgets the percentage increase is being added to the base salary.

John MacDonald questioned why the Police Commission voted for the one-time payment; noting the Police Department is being treated differently.

Curt Pike stated it was their understanding that other nonunion employees are receiving 1% and they would start over next year.

Scott Smith verified the increase has not been included in the budget.

**It was moved by Scott Smith and seconded by Jim Eisenhower to increase Supervisory Salaries 42100.113 and Part Time Wages 42100.117 by 1% and adjust 42100.220, 42100.230, 42100.250 & 42100.260 accordingly. All members voted in favor. The motion passed.**

Referencing Canine Overtime 42100.145, Bob Moholland stated the Town is only required to pay 3.5 hours rather than 5 hours.

Stu Chase stated 5 hours per week was an agreement made between the Police Commission and Canine Officer at the time of hire based on the Fair Labor Standards Act.

Bob Moholland stated the law requires payment for 3.5 hours; noting the Town should not pay for 5 hours.

**It was moved by Bob Moholland and seconded by Allan Bailey to decrease Canine Overtime 42100.145 from \$9,844 to \$7,254.52 to reflect payment for 3.5 hours per week.**

*Discussion of the motion:*

Curt Pike stated the budgeted amount is a reasonable amount for the officer to care for the dog 7 days per week.

Brian Black questioned whether the dog officer works as part of the roll call.

Stu Chase replied yes, the officer has a required patrol shift.

Bob Tougher questioned if other towns use the dog and questioned the need for such.

Stu Chase stated the Town has mutual aid agreements. He stated the dog is referred to as the 13<sup>th</sup> police officer.

Bob Tougher requested Chief Chase to provide the Committee with the number of service calls for Wolfeboro and other towns.

Frank Giebutowski agreed with Bob Tougher in his question as to whether the Town needs such. He questioned other towns that have a dog.

Stu Chase replied Ossipee, Moultonborough and Carroll County.

Referencing summer salaries 42100.118, Jim Eisenhower questioned whether the amount is necessary given that such has not been fully expended the last two years.

Stu Chase stated the program is self sustaining and is based on the Chamber of Commerce's wishes; noting the Chamber of Commerce is very interested in seeing the program continue. He stated the 5 year average is \$11,526 and has only been in effect for two years.

Frank Giebutowski questioned whether the program is self sustaining at the expended level or the budgeted level.

Stu Chase replied expended level.

**It was moved by Bob Moholland and seconded by Allan Bailey to decrease Canine Overtime 42100.145 from \$9,844 to \$7,254.52 to reflect payment for 3.5 hours per week. Bob Tougher, Bob Moholland voted in favor. John MacDonald, Scott Smith, Marge Webster, Allan Bailey, Jim Eisenhower, Brian Black, Frank Giebutowski opposed. The motion failed.**

**It was moved by Jim Eisenhower and seconded by Scott Smith to decrease Summer Salaries 42100.118 from \$19,320 to \$15,320. Bob Tougher, Bob Moholland, John MacDonald, Scott Smith, Allan Bailey, Jim Eisenhower, Brian Black, Frank Giebutowski voted in favor. Marge Webster opposed. The motion passed.**

Referencing Overtime 42100.140, Stu Chase stated the department is adding a new officer; noting the position is being federally funded therefore, he stated he anticipates a reduction in the amount of hours for investigations.

Frank Giebutowski verified the grant is a 3-year grant and the Town is obligated for an additional one year.

Stu Chase replied yes; noting the expense to be approximately \$80,000.

Frank Giebutowski expressed concern for such questioning what would happen if the budget didn't pass in the fourth year. He stated the Town should have a policy that a gift cannot be received without a plan for ongoing costs.

Curt Pike stated the BOS held a public hearing on such.

Bob Tougher questioned the timeline for acceptance of the grant.

Stu Chase stated the grant was accepted.

Jim Eisenhower questioned anticipated costs for legal 42100.320; noting an under expenditure of such.

Stu Chase stated he has not yet been billed for expenses related to contract negotiations.

John MacDonald questioned safety equipment 42100.680; whether such is given as a stipend.

Stu Chase replied no, the purchase is reviewed by he and his administrative assistant; noting the cost includes an earpiece for the radio, shirt, shorts and a helmet.

### COMMUNICATIONS

**It was moved by Scott Smith and seconded by Marge Webster to increase Part Time Wages 42990.117 by 1% and adjust 42990.220, 42990.250 & 42990.260 accordingly. All members voted in favor. The motion passed.**

Referencing 42990.114 Hourly Wages, Jim Eisenhower questioned the number of part time positions.

Stu Chase replied 7 part time dispatchers. He requested an increase in Communications Maintenance 42990.432 in the amount of \$3,370 for a digital interface unit.

John MacDonald questioned whether such was reviewed by the BOS.

Stu Chase replied no.

**It was moved by Allan Bailey and seconded by Bob Tougher to increase Communications Maintenance 42990.432 from \$2,515 to \$5,885. All members voted in favor. The motion passed.**

Curt Pike stated the unit services the Fire Department as well.

### ANIMAL CONTROL

**It was moved by Scott Smith and seconded by Jim Eisenhower to increase Part Time Salaries 44140.117 by 1% and adjust 44140.220, 44140.250 & 44140.260 accordingly. All members voted in favor. The motion passed.**

## HEALTH OFFICER

**It was moved by Marge Webster and seconded by Jim Eisenhower to increase Supervisory Salaries 44110.113 by 1% and adjust the 200 series accordingly. All members voted in favor. The motion passed.**

### Revisit List

- Canine Overtime 42100.145; number of service calls for Wolfeboro and other towns

## OTHER BUSINESS

Referencing the Executive budget, specifically Cable Channel 41301.381, Allan Bailey stated \$69,000 is not the amount being requested rather such is what was received by the Town. He stated the request should reflect \$66,000. In regard to the stipend, he stated such was given to the full time assistant to offset health insurance expenses.

**It was moved by Allan Bailey and seconded by Jim Eisenhower to adjourn the November 22, 2010 Budget Committee meeting. All members voted in favor.**

Budget Committee meeting scheduled for November 29, 2010 at the Wolfeboro Public Library @ 6:00 PM.

There being no further business before the Committee, the meeting adjourned at 7:13 PM.

Respectfully Submitted,  
*Lee Ann Keathley*  
Lee Ann Keathley

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