

WOLFEBORO BUDGET COMMITTEE

November 28, 2011

Minutes

Members Present: John MacDonald, Chairman, Stan Stevens, Vice-Chairman, John Burt, Allan Bailey, Brian Black, Harold Parker, Frank Giebutowski, Bob Tougher, Members.

Members Absent: Dave Senecal, Selectmen's Representative, Robert Moholland, Member.

Staff Present: Dave Owen, Town Manager, Pete Chamberlain, Finance Director, Barry Muccio, Municipal Electric Department, Brenda LaPointe, Tax Collector, Pat Waterman, Town Clerk, David Wiley, Assessing, Lauren Hammond, Libby Museum, Lee Ann Keathley, Secretary.

Chairman MacDonald called the meeting to order at 6:30 PM at the Wolfeboro Inn Ballroom.

LIBBY MUSEUM

John Burt questioned 45891.562, Advertising.

Lauren Hammond stated an ad is placed for 6 weeks of the summer in the following; Molly the Trolley, Best Read Guide, The Laker and Chamber of Commerce.

ELECTRIC

Administration

John MacDonald questioned the increase in 43410.311, Consultants.

Barry Muccio stated that due to the decrease in the cost of natural gas, it would be appropriate to negotiate purchase power for 2014-2016.

Frank Giebutowski stated the energy rate is higher than other communities.

Barry Muccio stated the distribution aspect is lower.

Distribution

No changes.

Generation

Bob Tougher questioned 43430.311, Consultants, specifically oil abatement.

Barry Muccio stated such is reimbursed 75% and the Town will always have the expense of monitoring the wells on the site as long as the Town owns the property.

Technology

Frank Giebutowski questioned whether the Town purchases hardware through the State contract.

Pete Chamberlain replied no, however the Town receives the government price or better from companies such as Dell or HP.

CAPITAL OUTLAY

Two Wheel Wire Trailer, 49201.760; \$21,000

Barry Muccio stated the existing wire trailer was purchased in 1998 and is in need of replacement.

GENERAL GOVERNMENT

➤ Executive

Referencing 41301.117, Part Time Positions, Bob Tougher verified the Chamber of Commerce is a nonprofit organization and questioned why the request for staffing at the Information Booth is not presented to the Committee when the agencies present their requests.

Dave Owen stated the Chamber of Commerce is a separate entity; noting the part time employees of the Information Booth are paid through the Selectmen's budget (Town employees) and are under the direction of the Chamber of Commerce. He stated he signs off on the employee's hours.

John MacDonald stated he had an issue last year in regard to staffing the Information Booth. He stated he would rather give the money directly to the Chamber of Commerce and have them manage staff. He expressed concern for liability purposes if an employee is injured; noting currently no one is in charge of staff.

Stan Stevens stated that historically, the Information Booth had nothing to do with the Chamber of Commerce. He stated currently the staff is being housed in the Chamber of Commerce's office.

John Burt questioned advertising; noting such is under expended.

It was moved by John Burt and seconded by Frank Giebutowski to decrease 41301.562 from \$4,200 to \$3,500. All members voted in favor. The motion passed.

Frank Giebutowski questioned funding for the cable channel, 41301.381.

Dave Owen stated such are pass through funds; noting the Town has entered into a new franchise agreement with Metrocast. He stated the money comes to the Town and passes through the budget to Community TV; noting the tax rate is not affected because there is revenue that offsets the cost.

Brian Black expressed concern for the impression that it gives to the average voter regarding a percentage increase to the budget.

Frank Giebutowski stated it would be easier to understand if the revenue is noted with the costs.

John Burt questioned the anticipated revenue.

Dave Owen stated there was an increase from 3% to 4% (\$88,000). He stated Community Television is moving into a new facility at the high school and there is a need for new equipment. He stated the intent is to set money aside for future equipment needs.

Mary DeVries stated the needs are eminent and the Board is requesting the establishment of a capital reserve account. She stated there has been an increase in programming, services and town meetings.

Allan Bailey stated the request from 3% to 4% was to generate funds for equipment and the amount was based on projected needs.

Dave Owen state the Town also negotiated two equipment grants in the amount of \$10,000; noting one grant has been received and the other to be received in 2013.

Frank Giebutowski questioned accounting for the grants; asking where such is recorded.

Pete Chamberlain stated the Town has a separate fund for grants.

Frank Giebutowski stated the grants do not show as income in the budget.

➤ **Technology**

No changes.

➤ **Finance**

No changes.

➤ **Town Manager**

No Changes.

➤ **Town Clerk**

Frank Giebutowski questioned the increase in Elections.

Pat Waterman stated there are 4 elections and the Deliberative Session in 2012.

Frank Giebutowski questioned 41401.380, Outside Services.

Pat Waterman replied such reflects payment for revisions to the Zoning Ordinance and General Codes;

Dave Owen stated the Town entered into a contract to revise the Zoning Ordinance and General Codes however, there weren't sufficient funds and the Town owes a balance of \$3,900 from the 2011 revisions in addition to the cost for revisions in 2012.

➤ **Tax Collector**

Frank Giebutowski questioned the expected cost increase for the printing and mailing of water and sewer bills.

Brenda LaPointe replied approximately \$10,000.

➤ **Assessing**

Bob Tougher questioned the costs associated with 41503.380.

David Wiley stated the costs are related to a contractual agreement; noting he has been dealing with a lot of appeals rather than general assessing.

Dave Owen stated Mr. Wiley's contract includes one day per week in the office plus 20 additional days; noting Mr. Wiley's time recently has been attributed to other activities such as appeals and abatements.

It was moved by Allan Bailey and seconded by Brian Black to adjourn the November 28, 2011 Budget Committee meeting. All members voted in favor.

Budget Committee meeting scheduled for November 30, 2011 at the Wolfeboro Inn Ballroom @ 6:30 PM.

There being no further business before the Committee, the meeting adjourned at 8:23 PM.

Respectfully Submitted,
Lee Ann Keathley
Lee Ann Keathley

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