

# WOLFEBORO BUDGET COMMITTEE

November 27, 2012

## Minutes

**Members Present:** John MacDonald, Chairman, Stan Stevens, Vice-Chairman, Dave Senecal, Selectmen's Representative, Harold Parker, John Burt, Matt Krause, Brian Black, Frank Giebutowski, Members.

**Members Absent:** Bob Tougher, Robert Moholland, Members (excused).

**Staff Present:** Dave Owen, Town Manager, Pete Chamberlain, Finance Director, Ethan Hipple, Director of Parks and Recreation, Lee Ann Keathley, Secretary.

*Chairman MacDonald called the meeting to order at 6:05 PM at the Wolfeboro Inn Ballroom.*

### **PARKS AND RECREATION**

#### **➤ Administration**

John Burt questioned the increase in printing.

Ethan Hipple stated the increase is related to the redesign of the brochure and the increase in demand for the brochure (increase in number of brochures being printed).

John Burt asked if there is an increase in participants for the programs.

Ethan Hipple replied yes and noted the department received over 780 individual registrations for the day camp this summer.

#### **➤ Maintenance**

John Burt questioned the increase in part time wages.

Ethan Hipple stated he is proposing to increase the part time seasonal maintenance crew by 3 hours per week. He stated additional properties have been added to the work load such as Bean Park and Front Bay Park.

John Burt asked if the work includes flower bed maintenance.

Ethan Hipple replied yes.

John Burt asked if the water taps for such are metered.

Ethan Hipple stated he does not know.

Frank Giebutowski questioned the maintenance of the South Wolfeboro Park.

Ethan Hipple stated the park has been decommissioned.

John Burt questioned the increase in rentals and leases and questioned the year to date expenditure of such.

Pete Chamberlain replied \$15,141.82.

Ethan Hipple stated the line item was increased by \$2,000 for the rental of a portable office space for maintenance staff at Abenaki. He stated the building was recently demolished due to the high levels of mold in the building. He stated he has proposed a warrant article for a new maintenance building.

John MacDonald asked if the contribution to The Nick increased.

Ethan Hipple replied no, the contribution remains at \$15,500.

➤ **Beaches**

Ethan Hipple stated the hours of the beaches are changing to 11am to 5pm, 7 days per week. He stated Brewster Beach would be open for 11 weeks, Albee Beach for 10 weeks and Carry Beach for 9 weeks; noting the lifeguards take a count every two hours and such is based on the usage.

John MacDonald asked the number of children on the swim team.

Ethan Hipple stated five years ago there were 20 children and now there are 60.

John MacDonald questioned the fee for the swim program.

Ethan Hipple replied \$100 for residents and \$200 for nonresidents.

John Burt questioned the increase in the request for telephone.

Ethan Hipple stated he requested \$1,335 based on the five year average and believes an error in the line item has occurred.

**It was moved by Frank Giebutowski and seconded by John Burt to decrease Telephone, 45203.341, from \$1,500 to \$900. All members voted in favor. The motion passed.**

Frank Giebutowski questioned professional development.

John Burt stated the five year average is \$1,200.

Ethan Hipple stated the total expenses for the line item is \$1,260 and believes the numbers were reversed when entering the figures.

**It was moved by Frank Giebutowski and seconded by John Burt to decrease Professional Development, 45203.820, from \$1,620 to \$1,260. All members voted in favor. The motion passed.**

➤ **Ski & Skate**

Ethan Hipple reviewed the rates for the programs and noted an increase in participation.

The Committee recommended a rate increase.

John Burt requested revenues by department for 2012.

Frank Giebutowski requested Mr. Hipple provide user fees for a program against direct expenses of that program in order to view the burden on taxpayers versus user fees.

➤ **Hockey Rink**

Matt Krause questioned the number of teams that use the rink.

Ethan Hipple replied Brewster Academy (4 teams), KRHS, Back Bay Hockey Association (multiple teams), Shewolves, Co-ed league, means league and senior means league. He stated the rink is also rented to other associations such as Mount Washington Valley.

John MacDonald questioned the use of the facility for roller hockey.

Ethan Hipple stated the roller hockey program ran for 8 weeks.

John Burt asked if the Town of Tuftonboro contributes.

Ethan Hipple replied yes, in the amount of \$15,000 and Brookfield contributes \$6,600.

➤ **Programs (formerly named Playground)**

Ethan Hipple stated he renamed the budget to Programs.

Dave Senecal stated the BOS increased rentals and leases by \$400 for a portable toilet at Mast Landing.

John MacDonald asked the fee for the Farmer's Market.

Ethan Hipple stated there is no fee charged however, the fee for the portable toilet is reimbursed.

John Burt asked who oversees the Town Gardens.

Ethan Hipple replied the Conservation Commission.

John Burt asked if the water is metered at the Town Gardens.

Ethan Hipple stated he is unaware of such.

John Burt questioned the increase in professional development.

Ethan Hipple stated such reflects the increase in cost by the American Red Cross.

➤ **Building ~ Community Center**

Frank Giebutowski questioned electricity; noting the notation states the BOS increased such to \$600 however, the increase is not reflected in the BOS recommendation column.

**It was moved by John Burt and seconded by Stan Stevens to increase Electricity, 45207.410, from \$200 to \$600. All members voted in favor. The motion passed.**

John Burt questioned building maintenance.

Ethan Hipple stated the building was painted in phases and such reflects the cost to complete the painting.

**It was moved by John Burt and seconded by Frank Giebutowski to decrease Housekeeping Supplies, 45207.640 from \$150 to \$100. All members voted in favor. The motion passed.**

➤ **Patriotic Purposes**

Harold Parker recommended purchasing the flags through a congressional office.

Ethan Hipple stated he would forward the information to the American Legion.

➤ **Clark House**

Frank Giebutowski questioned maintenance supplies; noting a year to date expenditure of \$10.47.

Ethan Hipple stated there are four buildings and the costs associated with such for repairs are unknown.

John Burt stated the five year average is \$6.

**It was moved by John Burt and seconded by Brian Black to increase Maintenance Supplies, 45892.630, from \$150 to \$50. All members voted in favor. The motion passed.**

➤ **Pop Whalen Ice Arena**

Frank Giebutowski questioned the increase in part time wages.

Ethan Hipple stated he originally requested \$40,000 however, the BOS requested a detailed breakdown and that breakdown reflected \$44,593. He stated the BOS increased the request to \$44,593.

Frank Giebutowski questioned the anticipated revenues from outside rentals.

Ethan Hipple stated he is projecting a \$20,000 surplus.

Frank Giebutowski asked if the projection is for 2013.

Ethan Hipple replied for the 2012-2013 season.

➤ **Cemeteries**

John MacDonald asked the cost of a lot.

Dave Owen replied \$600.

Ethan Hipple stated the Town averages the sale of 10 sites per year.

**Capital Outlay**

➤ **Abenaki Ski Lodge Design, 49611.733, \$22,135**

Ethan Hipple stated the Friends of Abenaki have committed to raising half of the costs associated with the lodge construction however; a design of such is needed prior to the construction. He stated Vaune Dugan has offered to do the design for half the cost. He stated the design includes a 3200 SF year round lodge and noted user visits have increased from 1,000 to 5,000.

➤ **Abenaki Rescue Snowmobile, 49611.765, \$8,500**

Ethan Hipple stated the amount reflects the purchase of a used model and noted the current snowmobile is a 1998 model.

➤ **Zero Turn Mower, 49611.760, \$10,538**

Ethan Hipple stated the request is to replace the existing mower; noting the existing mower would be a trade-in. He stated the trade-in value is \$5,400 therefore, the \$10,538 figure will be reduced by \$5,400; noting the trade-in value was not known at the time the budget was submitted.

➤ **Pine Hill Cemetery Survey, 49611.734, \$3,500**

Dave Owen stated a plan of the perimeter for the cemetery on Route 109-A/Beach Pond Road is proposed; noting when the cemetery was purchased the remaining amount of undeveloped land was unknown.

➤ **Foss Field Irrigation, 49610.732, \$6,000**

Ethan Hipple stated half of the work (pipes laid, heads installed) was completed in 2012. He stated the water is being pulled from Back Bay.

➤ **Reconstruct Wrought Iron Fence at Brewster Cemetery, \$8,800**

Ethan Hipple stated the cemetery is located on the grounds of Kingswood and the cost reflects \$4,000 for repair of such and \$4,800 for sandblasting and repainting of the fence.

Dave Owen stated the Superintendent of Schools requested such due to complaints received by his office.

John MacDonald verified such was not reviewed by the BOS and requested tabling action until following the BOS review. He asked if the request is considered urgent, necessary or desirable.

Ethan Hipple replied desirable and noted there is no safety hazard.

➤ **Middleton Road Cemetery, 49606.710; \$40,150.00**

Ethan Hipple stated the site has been logged, stumped, graded, seeded, drainage and water installed and driveway entrance constructed. He stated the 2013 proposal includes the construction of the horseshoe shaped access road and landscaping. He stated the final phase would include fencing; noting such is required by State statute.

Dave Owen stated the original request in the amount \$78,650 included the cost for fencing. He stated the BOS phased the project and removed the cost for fencing.

The Budget Committee has requested additional information for the following;

- **Ski & Skate;** revenues by department for 2012, provide user fees for a program against direct expenses of that program in order to view the burden on taxpayers versus user fees
- **Reconstruct Wrought Iron Fence at Brewster Cemetery, \$8,800;** table action until following BOS review and recommendation

**It was moved by Dave Senecal and seconded by Frank Giebutowski to adjourn the November 27, 2012 Budget Committee meeting. All members voted in favor.**

*Budget Committee meeting scheduled for November 28, 2012 at the Wolfeboro Inn Ballroom, 6:00 PM.*

*There being no further business before the Committee, the meeting adjourned at 8:25 PM.*

Respectfully Submitted,

*Lee Ann Keathley*

Lee Ann Keathley

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