

WOLFEBORO BUDGET COMMITTEE

November 13, 2013

Minutes

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

Members Absent: Robert Moholland, Member.

Staff Present: Pete Chamberlain, Finance Director, Rob Houseman, Director of Planning & Development, Sue Benson, Welfare Director, Lee Ann Keathley, Secretary.

Staff Absent: Dave Owen, Town Manager.

Chairman MacDonald called the meeting to order at 6:00 PM at the Wolfeboro Public Library.

Dave Owen stated the BOS approved a 2% COLA for nonunion employees, effective 4/1/13 and noted the 200 series would be revised to reflect such. He stated the Town is changing health insurance providers and noted a savings of \$225,000.

WELFARE

Bob Tougher stated there is an error in the telephone line item; noting such reflects \$145,201.

Pete Chamberlain stated the figure should be \$1,218.

AGENCIES

Central NH VNA & Hospice; \$22,000

Betty Coffey, Branch Director, requested level funding from 2013 and noted the request is based on the amount and level of services provided to Wolfeboro residents. She stated the service is not covered by grants or insurance.

Frank Giebutowski stated the organization is nonprofit however, has a net income of \$500,000. He asked where the net income goes.

Betty Coffey stated the income goes towards making better and additional quality services; noting the money is put back into the community. She stated there is a reserve in case they are not paid by an organization. She stated the profits on the financial statements are unrealized and recognized through audits. She recognized that it's a healthy organization.

John Burt stated he reviewed the contributions from other towns and the number of visits to Wolfeboro residents and noted the request should be \$19,198 if it is to be proportionate to the other communities.

Betty Coffey stated the finance office has a special formula and could forward the information to the Committee. She stated some towns did not follow through and pay the organization. She stated there were 100 more visits than last year.

David Emberly, Chief Financial Officer, stated number of visits allows the agency to demonstrate the volume of services not the cost of the care provided. He stated the figure is not designed to show a dollar value.

Brian Black noted the request for \$22,000 has remained that amount for a number of years and the Committee is looking for equity between the towns relative to financial contributions.

Stan Stevens asked if the program services Conway.

Betty Coffey replied no, the lakes region.

The Committee requested the following information; submit formula (breakdown of formula) used to determine the financial request.

Appalachian Teen Project; \$2,400

John Burt asked if the agency keeps track of participants following their completion of the program.

Ashley Mann stated the agency conducts a pre and post program evaluation and reviewed the three components to the program.

Meals on Wheels; \$9,000

Richard Fraser requested level funding despite the anticipated increase in costs.

Wolfeboro Area Children's Center; \$20,000

Susan Whiting, Executive Director, requested level funding from 2013. She stated the agency may not need all the money because enrollment is extremely low and that if the funds are not expended they will be returned to the Town.

Community Action; \$5,000

Lisa Hinckley requested level funding from 2013. She stated the Board hired a new CEO in October.

John MacDonald questioned the criteria for granting aid to individuals.

Lisa Hinckley stated such is income based including pensions, IRAs and annuities. She stated it does not include assets.

John MacDonald asked if the agency communicates with the Town's welfare department.

Lisa Hinckley replied yes.

L.I.F.E. Ministries; \$11,000

Joseph Carilli, President, Board of Directors, requested level funding from 2013 and reviewed the services provided and the operating costs of the program. He stated federal guidelines dictate who is eligible for the service. He stated the program tracks individuals that participate and requests the individuals to provide updated documentation yearly.

John MacDonald asked if residents from other towns utilize the service.

Joseph Carilli stated individuals are allowed to go to one food pantry per week; noting a coordinated effort with the Town's welfare department and other food pantries.

Kingswood Youth Center; \$5,000

Kathy Cunningham requested level funding from 2013.

John Burt asked why Brookfield and Effingham do not financially contribute to the program.

Pam Sweeney, Executive Director, stated the towns never have financially contributed to the program and noted 80% of the kids are from Wolfeboro. She stated the program receives funding from Tuftonboro and Ossipee.

Medication Bridge; \$1,082

Don Johnson stated the program is requesting \$1,082. He stated Huggins Hospital provides office space for the program; noting the program provided 696 medications for 82 Wolfeboro residents valued at \$319,558.

John MacDonald asked how an individual would qualify for the service.

Don Johnson stated each pharmaceutical company has different criteria and requirements related to such.

Bob Tougher stated the budget request notes \$1,096.

Don Johnson stated the request is for \$1,082.

It was moved by Harold Parker and seconded by John Burt to decrease Medication Bridge from \$1,096 to \$1,082. All members voted in favor. The motion passed.

Northern Human Services; \$7,449

Jane McKay stated the agency is requesting level funding from 2013.

Referencing the financial statements, Bob Tougher stated the information shows a deficit.

Jane McKay stated Medicaid is the agency's primary income and the money used from clients in the northern part of the county offsets some of the outpatient costs and programs for Carroll County.

Frank Giebutowski verified the area served is larger than what is provided in the financial statements.

Jane McKay stated the agency services Carroll, Coos and Grafton counties.

Bob Tougher requested summary sheets from Coos and Grafton counties.

Wolfeboro Senior Meals; \$15,000

Lynn Tyler, Director, stated the funding request is level funded. She stated over 95% of the participants are Wolfeboro residents.

Starting Point; \$1,751

Suzette Delicato requested level funding from 2013. She stated the agency provides an educational program at the high school and middle school. She stated 6% of the victims served were from Wolfeboro.

Caregivers of Southern Carroll County; \$4,000

Phil Watson stated the request reflects a \$1,500 increase from 2013; noting 93% of the budget is for mileage reimbursement for over 50 miles. He stated by year end mileage will be up by 65% and noted the following figures to date; 98 trips, 8,599 miles totaling \$3,869.55. He stated Wolfeboro residents are the major user of the program.

John MacDonald asked if there is an age restriction.

Phil Watson replied no. He stated the program primarily services elderly adults and the recipients are not charged however; donations are accepted. He stated \$8,300 in donations was received last year.

Frank Giebutowski noted the Town of Ossipee has more number of trips and only contributes \$1,000 towards the program.

Dinner Bell; \$6,000

Ted Rice, All Saint's Church, stated 777 people were served by the program. He stated the 2014 budget includes the following expenses; \$4,294 for the purchase of food, \$1,206 for cleaning services and \$500 for equipment and repairs.

John MacDonald asked if the program received any other funding; noting financial data was not submitted.

Ted Rice stated the program received \$707 in donations.

Frank Giebutowski stated the BOS requested additional financial data.

Stan Stevens asked if the program serves other towns.

Ted Rice replied one family from Sanbornville.

John MacDonald asked if the program receives any other income.

Ted Rice stated the church makes up for any loss.

John MacDonald asked the amount of loss for the program.

Ted Rice stated he does not have the information on hand.

John Burt asked if there is a fundraising program.

Ted Rice replied no.

John Burt asked if the program is a nonprofit organization.

Ted Rice stated the program is run under the auspices of the church.

CASA (Court Appointed Special Advocate); \$500

Judi Ouellette stated the agency requests \$500 from each town in the State of NH. She stated 1,080 received advocacy services in the past year.

Carroll County Transit; \$4,000

Jack Rose stated their funding requested has increased by \$1,000 because the organization increased the door to door transit service in July 2013; noting the service was located in Ossipee and operated one day/week and now is located in Wolfeboro operating 4 days/week. He stated an additional bus runs from Wolfeboro to West Ossipee 1 day/week and the bus is handicap accessible.

John MacDonald asked if the organization receives federal funding.

Jack Rose replied yes and noted fundraising is necessary in order to qualify for federal funds.

Stan Stevens requested clarification with regard to “unduplicated passenger”.

Jack Rose stated such refers to a passenger that doesn’t ride more than one time.

Stan Stevens asked who keeps track of such.

Jack Rose replied the bus driver.

PLANNING & DEVELOPMENT

➤ **Planning**

Dave Senecal stated the BOS reduced postage from \$800 to \$450.

John Burt questioned the five year average.

Pete Chamberlain replied \$733.

Referencing Dues & Subscriptions, Rob Houseman stated at the time he submitted the budget the Lakes Region Conservation Planning Commission dues were not known. He stated he requested an appropriation in the amount of \$9,000 but an additional \$200 is necessary to cover the 2014 dues.

Dave Senecal stated the BOS increased the amount to \$9,100 therefore, only an additional \$100 is necessary.

It was moved by John Burt and seconded by Bob Tougher to increase 41911.560, Dues & Subscriptions, from \$9,100 to \$9,200. John MacDonald, Stan Stevens, Matt Krause, Frank Giebutowski, Bob Tougher, Brian Black, John Burt voted in favor. Harold Parker opposed. The motion passed.

➤ **Planning Board**

No changes.

➤ **Zoning**

No changes.

➤ **Code Officer**

Frank Giebutowski questioned legal; noting year to date expenditure as \$288 and \$4,000 was appropriated.

John MacDonald questioned the five year average.

Pete Chamberlain replied \$9,021.

Dave Senecal stated the BOS reduced vehicle maintenance to \$250 but it is not reflected in the budget.

It was moved by Stan Stevens and seconded by John MacDonald to decrease 42400.430, Vehicle Maintenance, from \$500 to \$250. All members voted in favor. The motion passed.

➤ **Building**

No changes.

The Budget Committee has requested additional information for the following;

- **Central VNA & Hospice;** submit formula (breakdown of formula) used to determine the financial request
- **Northern Human Services;** submit summary sheets from Coos and Grafton counties

- **Dinner Bell**

- i. Submit additional financial information (donations, amount of shortage absorbed by the church)
- ii. Request Town Counsel opinion as to whether it is appropriate or legal for the Town to use taxpayer money to provide funding to a nonprofit organization that is sponsored by a church (Dinner Bell is not a nonprofit organization rather, the church itself is the nonprofit organization)

It was moved by Harold Parker and seconded by Bob Tougher to adjourn the November 13, 2013 Budget Committee meeting. All members voted in favor.

Budget Committee meeting scheduled for November 14, 2013 at the Community Center at 6:00 PM.

There being no further business before the Committee, the meeting adjourned at 8:24 PM.

Respectfully Submitted,

Lee Ann Keathley

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