

WOLFEBORO BUDGET COMMITTEE

December 12, 2013

Minutes

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

Members Absent: Bob Tougher, Harold Parker, Members (excused).

Staff Present: Dave Owen, Town Manager, Pete Chamberlain, Finance Director, Dave Ford, Director of Public Works and Water & Sewer Utilities, Stu Chase, Chief of Police, Dean Rondeau, Lieutenant, Wolfeboro Police Department, Ron Goodgame, Joe Balboni, Police Commissioners, Lee Ann Keathley, Secretary.

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

Other Business

- **Police Department, 42100.113, Supervisory Salaries**

****John MacDonald stepped down from the Budget Committee's review of the Police Department budget and Stan Stevens chaired the meeting.*

Ron Goodgame stated the Police Commission held a meeting to discuss Chief Chase and Lieutenant Rondeau's Memorandums of Understanding and their request for a salary adjustment and increase in the amount of \$1,675. He stated the Police Commission approved the salary adjustment.

Sarah Silk stated the BOS reviewed the request and voted to support the Police Commission's vote.

Stan Stevens confirmed the vote of the BOS was 5-0 in support of the salary adjustment.

Sarah Silk stated it is the Police Commission's responsibility to set salary. She stated the BOS did not vote to change the Police budget rather, voted to support the Police Commission in whatever decision they made regarding the salary adjustment.

Ron Goodgame requested the Budget Committee increase the Police Budget, specifically Supervisory Salaries, by \$1,675.

John MacDonald asked if the Police Commission voted to increase the budget.

Ron Goodgame replied no however, it was the consensus of the Commission in nonpublic session to increase Supervisory Salaries. He stated the Commission is meeting next week to ratify the budget by \$1,675.

Sarah Silk stated when the three Police Commissioners came before the BOS they stated they were in favor of the increase.

It was moved by John Burt and seconded by Frank Giebutowski to support the Police Commission in their decision regarding 42100.113 Supervisory Salaries however, does not support an increase to the overall Police budget. All members voted in favor. The motion passed.

****John MacDonald returned to chair the remainder of the meeting.*

- **Water Fund Capital Outlay; Vehicle Replacement, 49613.761; \$30,000**

Dave Ford stated the existing WS-3 vehicle is a 2004 GMC Sierra ¾ ton pick-up truck with 83,000 miles and in fair condition. He stated fuel economy is 14 MPG and no major repairs have been performed on the vehicle. He stated the new vehicle would average 20 MPG and expects gas savings in the amount of \$560/year. He stated the current NADA trade-in value for the vehicle is \$6,550.

John MacDonald asked Mr. Ford if he felt the request could wait another year.

Dave Ford replied yes.

John MacDonald asked whether vehicle maintenance should be increased if the request put off to next year.

Dave Ford replied yes.

Brian Black asked if the next vehicle purchase would have to be doubled up because this request was cut.

Dave Ford replied no, each vehicle replacement would be rescheduled and put off one year.

It was moved by Brian Black and seconded by Stan Stevens to decrease 49613.761 Vehicle Replacement (WS-3 pickup truck) from \$30,000 to \$0. All members voted in favor. The motion passed.

It was moved by John MacDonald and seconded by Stan Stevens to increase 43320.430 Vehicle Maintenance by \$1,000. All members voted in favor. The motion passed.

- **Fire/Rescue, 42200.380 Outside Services (Hydrants)**

Sarah Silk stated the BOS raised the appropriation for fire hydrants due to the projected Water Department expenditure; noting the BOS used industry standards for such. She stated the \$20,000 the Budget Committee cut will then have to go back to the rate payers; noting such is not fair because the residents are paying for the potential use of the system to put out fires.

John Burt asked if the standard across cities to raise the amount funded is 20%.

Sarah Silk stated the rate increase began at 15%.

John MacDonald stated the amount of funding continues to increase and when he became a member of the Committee the appropriation was \$50,000.

Frank Giebutowski asked what the assumed coverage of the fire hydrants is.

Linda Murray stated it is for the capacity to hook up and put out fires in the Downtown area for pressure and flow. She stated it is a safety issue.

Sarah Silk stated the community shares the cost.

Frank Giebutowski stated the community shares the cost unequally.

Brian Black asked if the Town invoices the property owner or insurance company for any response by the Fire Department.

Dave Owen replied no.

Dave Senecal stated the Town is required to submit information (ISO report) every five years; noting the information provided assists with setting the insurance and ratings for a community as to how well the community is equipped to provide the service.

Dave Owen stated the Town has a good rating due to having good equipment, a lot of fire hydrants, a substation and a full time Fire Department.

Frank Giebutowski asked if there is a way to determine the expenses of the water department related to such.

Linda Murray requested the Town Manager provide the study and rates referenced by the BOS to determine the amount of the appropriation.

John MacDonald stated the figure continues to increase and requested justification as to what the \$345,000 is being spent on other than water pressure.

Dave Owen stated the funds are a transfer to the Water Fund.

Stan Stevens verified the Town is paying for a proportion in case of emergency.

Frank Giebutowski asked what portion is truly attributed to water fire safety.

WARRANT ARTICLES

John MacDonald asked if the BOS voted on the Warrant Articles.

Dave Owen replied no.

➤ **Article B Middleton Road Construction of Improvements; \$1,350,000**

John MacDonald read Article B, see attached.

Dave Ford stated Middleton Road is a State highway however; the Town performs winter road maintenance. He stated the project is a municipally managed project in which the State will refund 2/3rds of the costs of the project and the project will include drainage improvements and new roadway (10 inch line to the Electric Department and an 8 inch line from the Electric Department to Sherwood Forest). He stated there are no fire hydrants from the Electric Department to Sherwood Forest and noted the water main beyond the Electric Department was sized for additional capacity.

Frank Giebutowski asked if there are users on the 8 inch line.

Dave Ford replied yes.

➤ **Article C Reduced-Scope Renovations of Wolfeboro Town Hall; \$4,000,000**

John MacDonald read Article C, see attached.

Rob Houseman reviewed the PowerPoint presentation that outlines the scope of the renovations to Town Hall, see attached.

Frank Giebutowski asked if the windows are included.

Rob Houseman replied no.

Joyce Davis stated the Town and Friends of Town Hall received a grant for the windows; noting \$47,000 is from the LCHIP grant with a \$47,000 match.

John MacDonald questioned the uses of the second floor.

Dave Owen replied public meeting space and functions.

Joyce Davis stated the Friends of Town Hall was established as a 501C3 in 2007 and have participated in several fundraising efforts (50% match for window replacement and \$24,000 match for the clock restoration). She stated the Friends of Town Hall have received 224 pledges and gifts in support of Warrant Article C.

Frank Giebutowski asked how binding a pledge is.

Roger Murray stated the pledge is a signed agreement and considered binding. He stated the pledges are contingent upon Town Meeting vote; noting if the warrant article passes, the first pledge installment is due in September 2014 and the second installment is due on January 31, 2015.

Sarah Silk requested the support of the Budget Committee and noted 25% of the cost for the renovations has been raised.

John Burt asked Ms. Silk where this warrant article stands out of all the warrant articles (with the BOS) with regard to moving forward.

Sarah Silk stated the warrant article is the number one priority of the BOS.

Matt Krause asked how long construction would take.

Rob Houseman replied less than 12 months.

Sarah Silk stated Warrant Article I addresses the temporary relocation of the Town Offices; noting the offices would be relocated to Huggins Hospital.

Rob Houseman stated the lease would be from July 2014 to July 2015.

➤ **Article E Public Works Garage Facility Upgrades; \$160,000**

John MacDonald read Article E, see attached.

Dave Ford stated the upgrades scheduled for 2013 were postponed as a result of the fire that occurred on site in January 2013. He stated the proposal includes the replacement and enlargement of the salt storage shed and construction of new spreader hangers.

➤ **Article G Town Road Upgrades; \$625,000**

John MacDonald read Article G, see attached.

Dave Ford noted the following roads are scheduled for improvements in 2014; Forest Road (from Carry Beach to the end of Forest Road), Birch Road, Libby Street, Stoneham Road and Jenness Farm Road (sections 1 & 3).

Bob Moholland asked if the dirt section of Birch Road will be repaired.

Dave Ford replied no. He stated he is in contact with NHDOT regarding closing that portion of the road.

Bob Moholland requested the road not be closed; noting school kids pick up the bus at that location and the school bus uses the dirt section as a turn around.

Dave Ford stated he would request NHDOT keep that section of the road open.

➤ **Article H Sidewalk Upgrades; \$100,000**

John MacDonald read Article H, see attached.

Dave Ford stated the proposal includes the reconstruction and repair of sidewalks on South Main Street from Treadwell Lane to Middleton Road.

➤ **Article I Interim Town Offices; \$50,000**

John MacDonald read Article I, see attached.

Dave Owen stated Huggins Hospital agreed to rent the space to the Town for the same amount previously agreed upon in 2010; noting another warrant article for \$50,000 would be submitted in 2015 for moving the Town Offices back to the Town Hall.

John Burt asked if the cost includes computer networking.

Dave Owen replied yes.

➤ **Article J Library Expansion Study; \$30,000**

John MacDonald read Article J, see attached.

➤ **Article K Purchase Replacement Digger/ Derrick Truck for Electric Department; \$200,000**

John MacDonald read Article K, see attached.

Dave Owen stated the Digger/Derrick truck is scheduled for replacement; noting the vehicle is used to replace utility poles. He stated there is no impact on the tax rate rather; the cost is incorporated into the electric rate.

➤ **Article L Establish a Wastewater Treatment Plant Capital Reserve Fund; \$125,000**

John MacDonald read Article L, see attached.

Dave Ford stated the Wastewater Treatment Plant is over 40 years old and in need of repairs and upgrades. Therefore, he has recommended the establishment of a capital reserve fund for the facility.

➤ **Article M Fire Trucks and Apparatus Replacement Capital Reserve Account; \$176,000**

John MacDonald read Article M, see attached.

Dave Owen stated the CIP Committee pushed the ladder truck out one year to 2020.

➤ **Article N Public Works Vehicle and Equipment Capital Reserve Account; \$165,000**

John MacDonald read Article N, see attached.

➤ **Article O Abenaki Ski Area Capital Reserve Account; \$15,250**

John MacDonald read Article O, see attached.

Ethan Hipple stated the Capital Reserve Account was established in 2013.

It was moved by John Burt and seconded by Stan Stevens to adjourn the December 12, 2013 Budget Committee meeting. All members voted in favor. The motion passed.

****The Budget Committee meeting scheduled for Thursday, December 19, 2013 has been cancelled.*

There being no further business before the Committee, the meeting adjourned at 7:41 PM.

Respectfully Submitted,

Lee Ann Keathley

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