

WOLFEBORO BUDGET COMMITTEE

January 14, 2014

Minutes

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

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

Chairman MacDonald called the meeting to order at 7:01 PM at the Wolfeboro Public Library.

2014 Operating Budget Public Hearing

John MacDonald presented the 2014 Operating Budget, see attached.

Chairman MacDonald opened the public hearing.

Sarah, BOS Chair, stated four of the five BOS are present at this meeting (Dave Bowers absent). She stated the BOS, including Dave Bowers, are in agreement with their request to reinstate \$20,000 in the Fire/Rescue budget, specifically, 42200.380 Outside Services (Hydrants) that was removed by the Committee. She stated the Town Manager supplied the Budget Committee with the water rate study which depicts an industry standard for fire suppression.

It was moved by Stan Stevens and seconded by Harold Parker to reconsider the vote relative to Fire/Rescue, 42200.380 Outside Services (Hydrants). John MacDonald, Stan Stevens, Brian Black, Bob Moholland, Bob Tougher, Matt Krause, Frank Giebutowski, John Burt, Harold Parker voted in opposition. The motion failed.

It was moved by Harold Parker and seconded by Bob Moholland to close the public hearing. All members voted in favor. The motion passed.

It was moved by Stan Stevens and seconded by Harold Parker to adopt the 2014 Town of Wolfeboro Operating Budget in the amount of \$24,415,881. All members voted in favor. The motion passed.

Consideration of Minutes

November 13, 2013

Corrections:

Page 1, Member Absent; note Bob Moholland as "excused"

Page 3, 15th paragraph; strike "county" & replace with "state"

It was moved by Harold Parker and seconded by Stan Stevens to approve the November 13, 2013 Wolfeboro Budget Committee minutes as amended. John MacDonald, Stan Stevens, Brian Black, Bob Tougher, Matt Krause, Frank Giebutowski, John Burt, Harold Parker voted in favor. Bob Moholland abstained. The motion passed.

November 14, 2013

Correction:

Change "Mulholland" to "Moholland" through document

It was moved by Harold Parker and seconded by Stan Stevens to approve the November 14, 2013 Wolfeboro Budget Committee minutes as amended. All members voted in favor. The motion passed.

November 26, 2013

Corrections:

Page 1, note that all members absent are excused

Page 2, 5th paragraph; strike "\$7" & replace with ".07"

It was moved by Stan Stevens and seconded by Harold Parker to approve the November 26, 2013 Wolfeboro Budget Committee minutes as amended. John MacDonald, Stan Stevens, Brian Black, Bob Tougher, Matt Krause, Frank Giebutowski, John Burt, Harold Parker voted in favor. Bob Moholland abstained. The motion passed.

December 5, 2013

Corrections:

Page 1, note that all members absent are excused

Page 3, Solid Waste Facility, 7th paragraph; strike "\$7,500" & replace with "\$10,000"

It was moved by Stan Stevens and seconded by Harold Parker to approve the December 5, 2013 Wolfeboro Budget Committee minutes as amended. All members voted in favor. The motion passed.

December 10, 2013

Correction:

Page 1, note that all members absent are excused

It was moved by Harold Parker and seconded by Stan Stevens to approve the December 10, 2013 Wolfeboro Budget Committee minutes as amended. All members voted in favor. The motion passed.

December 11, 2013

Correction:

Page 1, note that all members absent are excused

It was moved by Harold Parker and seconded by Stan Stevens to approve the December 11, 2013 Wolfeboro Budget Committee minutes as amended. All members voted in favor. The motion passed.

December 12, 2013

Correction:

Page 1, note that all members absent are excused

It was moved by Stan Stevens and seconded by Bob Moholland to approve the December 12, 2013 Wolfeboro Budget Committee minutes as amended. John MacDonald, Stan Stevens, Brian Black, Bob Tougher, Matt Krause, Frank Giebutowski, John Burt, Bob Moholland voted in favor. Harold Parker abstained. The motion passed.

It was moved by Harold Parker and seconded by Bob Tougher to adjourn the January 17, 2014 Budget Committee meeting. All members voted in favor. The motion passed.

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

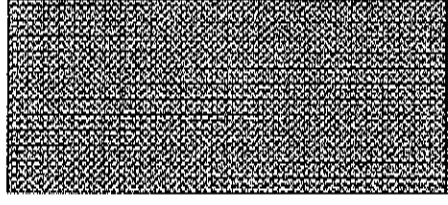
Respectfully Submitted,

Lee Ann Keathley

Lee Ann Keathley

TOWN OF WOLFEBORO

PROPOSED 2014 OPERATING BUDGET



SELECTMEN'S & TOWN MANAGER'S GUIDELINES 2014

- Discretionary Budget totals limited to a targeted Zero (0%) increase
- Discretionary items do not include contractual obligations, legal requirements or the costs of collective bargaining agreements
- Discretionary items includes cost of fuel oil, diesel fuel and gasoline

2014 INCREASES IN SALARIES & BENEFITS ACROSS ALL FUNDS

- Cost of Salaries increased 2.76% or \$ 135,272
- Benefits as a whole increased 8.75% or \$ 202,186 for the year. Of this total:
- Cost for Health Insurance coverage increased 6.5% or \$ 148,191 for the year
- Cost for Dental Insurance coverage increased 5.0% or \$ 5,309
- Cost for NH State Retirement increase 13.40% or \$ 79,792
- Due to credits received the cost for Workers Compensation decreased (70%) or (\$24,771)

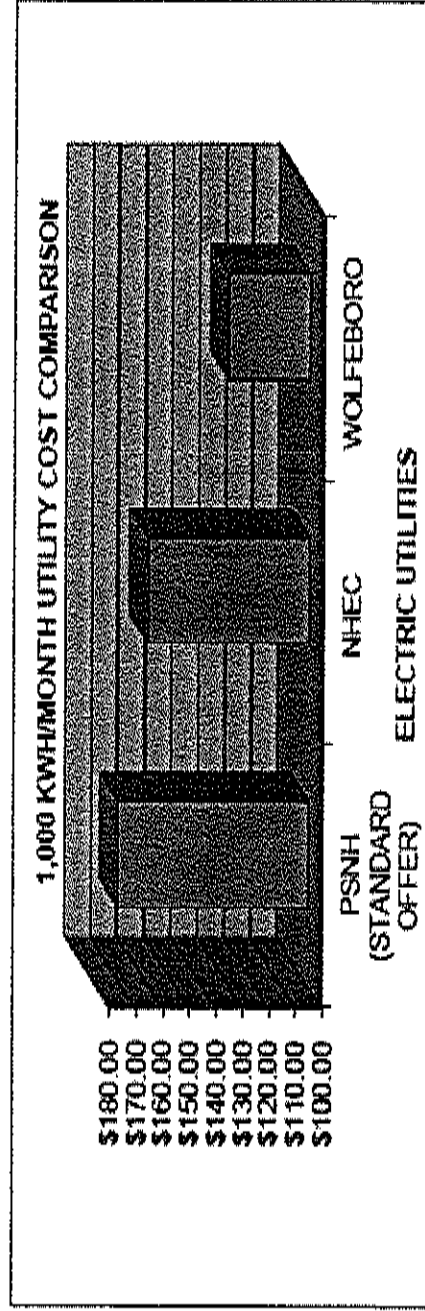
OTHER SIGNIFICANT INCREASES OR (DECREASES) ACROSS FUNDS

Telephone	(\$ 4,484)
Ambulance Services Contract	\$ 28,217
Outside Contracted Services	(\$20,053)
Electricity - Street Lighting	(\$19,620)
Electricity - MED Purchases	(\$2,210,198)
Building Maintenance	(\$10,256)
Gasoline & Diesel Fuel	(\$15,068)
Computer Software	\$10,000
Capital Outlay	\$72,752
Agencies	\$5,417
Debt Service Principal & Interest	\$60,610
Transfer Out To Sewer Fund	(\$21,576)

COMPARATIVE ELECTRIC RATES

SAMPLE RESIDENTIAL UTILITY RATE PRICE COMPARISON OF NEIGHBORING UTILITIES (As of 1/1/14)
(BASED ON CUSTOMER USAGE OF 500 & 1,000 KWH/M MONTH)

	MONTHLY METER CHARGE	DELIVERY/STRANDED SYSTEM BENEFIT COST PER KWH	ENERGY COST PER KWH	COMBINED KWH RATE DELIVERY & ENERGY	TAX PER KWH	Customer Usage Cost	
						500 KWH/MONTH CUSTOMER COST	1000 KWH/MONTH CUSTOMER COST
PSNH (STANDARD OFFER)	\$ 12.44	\$ 0.06624	\$ 0.0923	\$ 0.15854	\$ 0.00055	\$ 91.99	\$ 171.53
PSNH WITH (NORTH AMERICAN POWER SUPPLY)	\$ 12.44	\$ 0.06624	\$0.1094 One year fixed rate	\$ 0.17564	\$ 0.00055	\$ 100.54	\$ 188.63
PSNH WITH (EMH POWER SUPPLY)	\$ 12.44	\$ 0.06624	\$0.08894 Two year fixed rate	\$ 0.15518	\$ 0.00055	\$ 90.03	\$ 168.17
NHEC	\$ 26.06	\$ 0.06611	\$ 0.06773	\$ 0.13384	\$ 0.00082	\$ 93.39	\$ 160.72
WOLFEBORO	\$ 5.00	\$ 0.03170	\$ 0.0938	\$ 0.12550	\$ 0.00055	\$ 68.03	\$ 131.05



GENERAL GOVERNMENT

Department	Line Item + or -	Total + or -
Executive		
	Legal	(\$6,309)
Finance		
	Payroll	\$8,795
	Benefits	
Technology		
	Computer Maintenance	\$16,445
	Operating System Upgrade	
	Hardware Purchases	

GENERAL GOVERNMENT

Department	Line Item + or -	Total + or -
Zoning Board		(\$540)
Planning Board		(\$4,583)
Salaries	(\$2,309)	
Legal	(\$2,000)	
Planning Department		\$1,054
Salaries	(\$1,112)	
Benefits	\$2,310	

GENERAL GOVERNMENT

Department	Line Item + or -	Total + or -
Brewster Building		
Electricity	(\$6,291)	(\$5,733)
Cemeteries		\$569
Town Manager		\$7,462
Salaries	\$3,154	
Benefits	\$3,930	

GENERAL GOVERNMENT

Department	Line Item + or -	Total + or -
Town Clerk		\$14,371
	Salaries	\$2,265
	Benefits	\$3,236
	Elections	\$7,400
	Postage	\$2,500

GENERAL GOVERNMENT

Department	Line Item + or -	Total + or -
Assessing		
Abatement Processing	(\$16,219)	
Purchased Services	(\$6,000)	
Other Property Services	\$2,589	
Furniture & Fixtures	(\$3,520)	
		(\$21,476)
Misc Operating Expense		
		\$0

GENERAL GOVERNMENT

Department	Line Item + or -	Total + or -
Tax Collector		
		\$16,478
Salaries	\$4,001	
Benefits	\$3,975	
Outside Services	\$2,400	
Office Equipment Maintenance	(\$1,542)	
Printing	\$5,428	
Postage	\$3,760	
Machinery & Equipment	(\$1,050)	

PUBLIC SAFETY

Department	Line Item + or -	Total + or -
Police		\$55,557
	Salaries	\$38,247
	Benefits	\$44,529
	Telephone	(\$2,144)
Communications Maintenance	(\$3,820)	
Gasoline & Oil	(\$3,553)	
Machinery & Equipment	(\$15,083)	
Vehicles	(\$1,059)	

PUBLIC SAFETY

Department	Line Item + or -	Total + or -
Fire		\$72,764
	Salaries	\$10,375
	Benefits	\$35,993
	Medical Services	\$28,117
Code Enforcement		\$806
Emergency Management		\$0

PUBLIC SAFETY

Department	Line Item + or -	Total + or -
Public Safety Building		
Electricity	(\$3,771)	
Propane Gas	(\$1,452)	(\$4,893)
Communications		
Salaries	\$8,171	
Benefits	\$33,798	
Machinery & Equipment	\$5,404	\$46,469

HIGHWAYS & STREETS

Department	Line Item + or -	Total + or -
DPW Administration		\$5,437
Salaries	\$3,062	
Benefits	\$2,338	
Highways & Streets		\$11,749
Salaries	\$13,193	
Benefits	\$13,930	
Outside Services	(\$4,763)	
Street Lighting	(\$9,340)	
Heat & Oil	(\$2,967)	

HIGHWAYS & STREETS

Department	Line Item + or -	Total + or -
Public Works Garage		\$14,444
Salaries	\$1,631	
Benefits	\$26,809	
Vehicle Maintenance	(\$15,000)	
Electricity	(\$1,776)	
Operating Supplies	\$15,000	
Gasoline	(\$5,500)	
Diesel Fuel	(\$6,120)	

HIGHWAYS & STREETS

Department	Line Item + or -	Total + or -
PW Buildings & Grounds		(\$8,596)
Consultants	(\$4,000)	
Outside Services	(\$4,000)	

SANITATION

Department	Line Item + or -	Total + or -
Solid Waste Disposal		(\$21,638)
Salaries	\$4,903	
Benefits	\$5,609	
Outside Services	(\$30,680)	
Electricity	(\$2,267)	
Household Hazardous Waste	\$2,309	
Operating Supplies	(\$1,500)	

HEALTH & WELFARE

Department	Line Item + or -	Total + or -
Health Officer		\$82
Animal Control		(\$596)
Agencies		\$686
Welfare		(\$218)

CULTURE & RECREATION

Department	Line Item + or -	Total + or -
Parks Administration		\$5,712
Salaries	\$2,966	
Benefits	\$2,613	
Printing	\$1,020	
Parks Maintenance		\$8,129
Salaries	\$2,243	
Benefits	\$2,525	
Outside Services	\$1,810	
Rentals & Leases	(\$2,677)	

CULTURE & RECREATION

Department	Line Item + or -	Total + or -
Beaches		\$5,555
Salaries	\$1,838	
Benefits	(\$721)	
Building Maintenance	\$1,000	
Programs	\$1,215	
Abenaki		\$1,707
Salaries	\$1,046	
Benefits	(\$854)	
Electricity	(\$2,040)	
Diesel Fuel	\$1,588	

CULTURE & RECREATION

Department	Line Item + or -	Total + or -
Hockey Rink		\$4,410
Programs		\$3,174
Salaries	\$3,994	
Benefits	(\$304)	
Community Center		(\$555)

CULTURE & RECREATION

Department	Line Item + or -	Total + or -
Library		\$10,345
Salaries	\$11,220	
Benefits	(\$437)	
Custodial Services	\$2,664	
Electricity	(\$1,561)	
Building Maintenance	(\$4,400)	
Books & Periodicals	\$1,240	

CULTURE & RECREATION

Department	Line Item + or -	Total + or -
Patriotic Purposes		(\$400)
Libby Museum		(\$6,178)
Salaries	\$224	
Benefits	(\$211)	
Building Maintenance	(\$6,200)	
Clark House		(\$101)

CONSERVATION OF RESOURCES

Department	Line Item + or -	Total + or -
Conservation Commission		(\$36)
Economic Development		\$11

DEBT SERVICE

Department	Line Item + or -	Total + or -
Long Term Principal		\$87,860
Long Term Interest		\$161
TAN Interest		\$0

OPERATING TRANSFERS OUT

Department	Line Item + or -	Total + or -
Transfer Out To Sewer Fund		(\$21,576)

SUMMARY OF GENERAL FUND INCREASE

Overall Increase In General Fund	\$279,356	2.39%
Significant Cost Centers In Budget:		
Salaries & Wages	\$118,892	2.83%
Health Insurance (Includes 6.5% Rate Increase	\$138,548	12.69%
Other Benefits	\$49,648	5.30%
Debt Service	\$88,021	17.77%
Capital Outlay	(\$17,448)	(11.96%)
Net Of All Other Line Items	<u>(\$98,305)</u>	
	\$279,356	

GENERAL FUND BUDGET INCREASES OVER TIME

2009	2010	2011	2012	2013	2014
8.04%	4.56%	6.07%	2.32%	1.41%	2.39%

SEWER ENTERPRISE FUND
**** FUNDED BY FEES, TRANSFERS IN AND OTHER**
REVENUE

Department	Line Item + or -	Total + or -
Sewer Technology		(\$200)
Sewer Collections		(\$7,516)
Salaries	\$1,611	
Benefits	\$1,126	
Administrative Allocation	\$1,069	
Electricity	(\$7,587)	
Maintenance Supplies	(\$6,250)	
Machinery & Equipment	\$4,850	
Debt Service Interest	(\$4,674)	

SEWER ENTERPRISE FUND

** FUNDED BY FEES, TRANSFERS IN AND OTHER REVENUE

Department	Line Item + or -	Total + or -
Wastewater Treatment Plant		\$9,981
Salaries	\$11,069	
Benefits	(\$16,917)	
Administrative Allocation	\$1,069	
Contract Services	\$10,000	
Electricity	(\$17,229)	
Debt Service Principal	\$25,000	
Debt Service Interest	(\$8,961)	

WATER ENTERPRISE FUND **** FUNDED BY FEES AND OTHER REVENUE**

Department	Line Item + or -	Total + or -
Water Distribution		(\$5,156)
Salaries	\$7,082	
Benefits	(\$7,415)	
Maintenance Supplies	\$5,185	
Gasoline & Oil	\$1,700	
Machinery & Equipment	\$5,500	
Outside Service	(\$12,000)	
Debt Service Principal	(\$12,835)	
Debt Service Interest	(\$10,890)	

WATER ENTERPRISE FUND **** FUNDED BY FEES AND OTHER REVENUE**

Department	Line Item + or -	Total + or -
Water Treatment Plant		(\$623)
Salaries	\$2,615	
Benefits	\$2,433	
Consultants	\$2,000	
Administrative Allocation	\$2,495	
Heat & Oil	(\$4,244)	
Machinery & Equipment	\$1,900	
Debt Service Principal	(\$7,810)	
Debt Service Interest	\$3,646	

WATER ENTERPRISE FUND
**** FUNDED BY FEES AND OTHER REVENUE**

Department	Line Item + or -	Total + or -
Capital Outlay		\$60,000
Water Technology		(\$850)

ELECTRIC ENTERPRISE FUND

** FUNDED BY FEES AND OTHER REVENUE

Department	Line Item + or -	Total + or -
Electric Administration		\$24,056
Salaries	\$4,104	
Benefits	\$4,243	
Administrative Allocation	\$10,187	
Electricity	(\$2,994)	
Building Maintenance	\$2,000	
Programs	\$6,597	

ELECTRIC ENTERPRISE FUND

** FUNDED BY FEES AND OTHER REVENUE

Department	Line Item + or -	Total + or -
Purchase Costs		\$9,568
Contract Service	\$21,658	
Vehicle Maintenance	(\$2,000)	
Rentals & Leases	(\$1,400)	
Diesel	(\$1,764)	
Debt Service Principal	\$3,800	
Debt Service Interest	(\$11,360)	

ELECTRIC ENTERPRISE FUND

** FUNDED BY FEES AND OTHER REVENUE

Department	Line Item + or -	Total + or -
Electric Generation		(\$2,209,213)
Salaries	\$1,245	
Benefits	(\$569)	
Electricity	(\$2,207,204)	
General Operating Supplies	(\$3,000)	
Capital Outlay		\$21,200
Electric Technology		(\$1,700)

POP WHALEN ENTERPRISE FUND

**FUNDED BY FEES AND TRANSFERS IN

Department	Line Item + or -	Total + or -
Pop Whalen Ice Rink		(\$7,675)
Salaries	(\$277)	
Benefits	(\$656)	
Electricity	(\$13,277)	
Machinery Maintenance	\$5,472	
Debt Service Principal	(\$1,085)	
Debt Service Interest	(\$1,952)	
Capital Outlay		\$9,000

OVERALL BUDGET INCREASE

2014

General Fund	\$279,356	2.39%
Sewer Enterprise Fund	\$2,265	.10%
Water Enterprise Fund	\$53,371	3.16%
Electric Enterprise Fund	(\$2,156,089)	(20.87%)
Pop Whalen Enterprise Fund	<u>[\$7,675]</u>	<u>(2.84%)</u>
Sub-total Enterprise Funds:	(\$2,099,129)	(14.41%)
Total General & Enterprise Funds:	(\$1,819,773)	(6.94%)