

**TOWN OF WOLFEBORO  
BUDGET COMMITTEE  
January 13, 2015  
Minutes**

**Members Present:** John MacDonald, Chairman, Frank Giebutowski, Vice-Chairman, Dave Senecal, Selectmen's Representative, Robert Moholland, Matt Krause, John Burt, Bob Tougher, Steve Johnson, Brian Black, Harold Parker, Members.

**Staff Present:** Dave Owen, Town Manager, Pete Chamberlain, Finance Director, Dave Ford, Director of Public Works, Lee Ann Keathley, Secretary.

*Chairman MacDonald opened the meeting at 6:03 PM at the Wolfeboro Public Library.*

**I. Consideration of Minutes**

**September 29, 2014**

**Correction:** Page 1, CIP Report, 1<sup>st</sup> paragraph, 6<sup>th</sup> sentence; strike "with" & insert "including"

*It was moved by Bob Moholland and seconded by Bob Tougher to approve the September 29, 2014 Wolfeboro Budget Committee minutes as amended. John MacDonald, Bob Tougher, Bob Moholland, Matt Krause, Steve Johnson, Brian Black, John Burt voted in favor. Frank Giebutowski, Harold Parker abstained. The motion passed.*

**November 12, 2014**

*It was moved by John Burt and seconded by Bob Tougher to approve the November 12, 2014 Wolfeboro Budget Committee minutes as submitted. John MacDonald, Frank Giebutowski, Bob Tougher, Bob Moholland, Harold Parker, Matt Krause, Steve Johnson, John Burt voted in favor. Brian Black abstained. The motion passed.*

**November 13, 2014**

*It was moved by Harold Parker and seconded by Frank Giebutowski to approve the November 13, 2014 Wolfeboro Budget Committee minutes as submitted. All members voted in favor. The motion passed.*

**November 20, 2014**

*It was moved by Frank Giebutowski and seconded by Bob Tougher to approve the November 20, 2014 Wolfeboro Budget Committee minutes as submitted. John MacDonald, Frank Giebutowski, Brian Black, Bob Tougher, Matt Krause, Steve Johnson, John Burt voted in favor. Bob Moholland, Harold Parker abstained. The motion passed.*

**November 25, 2014**

**Correction:** Page 1, Members Absent; strike "Bob Tougher" and insert in Members Present

*It was moved by Harold and seconded by Bob Tougher to approve the November 25, 2014 Wolfeboro Budget Committee minutes as amended. All members voted in favor. The motion passed.*

**December 4, 2014**

**Corrections:**

Page 1, Chamber of Commerce, 5<sup>th</sup> paragraph; strike “EDS’s” & replace with “EDC’s”

Page 2, 5<sup>th</sup> paragraph; insert “meeting on” prior to Wednesday and following Force, strike “BRNE” a & replace with “BR&E”

Page 3, 1<sup>st</sup> paragraph; insert a period following “donate”

Page 4, 1<sup>st</sup> paragraph, 1<sup>st</sup> sentence; strike “hey” & insert “they”

Page 5, 2<sup>nd</sup> paragraph, 2<sup>nd</sup> sentence; insert an apostrophe in “peoples”, 13<sup>th</sup> paragraph; strike “2”

Page 7, 3<sup>rd</sup> paragraph; insert an apostrophe in “departments”, 12<sup>th</sup> paragraph (December 18<sup>th</sup> heading); add “s” to “Article”, change “Capitol” to “Capital”

**It was moved by Harold Parker and seconded by Bob Moholland to approve the December 4, 2014 Wolfeboro Budget Committee minutes as amended. John MacDonald, John Burt, Bob Moholland, Bob Tougher, Harold Parker, Steve Johnson voted in favor. Frank Giebutowski, Matt Krause, Brian Black abstained. The motion passed.**

**December 15, 2014**

**Correction:** Page 1, Members Present; strike “Frank Giebutowski”

**It was moved by Harold Parker and seconded by Brian Black to approve the December 15, 2014 Wolfeboro Budget Committee minutes as amended. John MacDonald, Brian Black, Bob Moholland, Bob Tougher, Matt Krause, Steve Johnson, John Burt, Harold Parker voted in favor. Frank Giebutowski abstained. The motion passed.**

**December 18, 2014**

**Correction:** Page 5, Warrant Article L; strike “loss of 10 parking spaces”

**It was moved by Harold Parker and seconded by Bob Tougher to approve the December 18, 2014 Wolfeboro Budget Committee minutes as amended. John MacDonald, Brian Black, Frank Giebutowski, Bob Moholland, Bob Tougher, Steve Johnson, John Burt, Harold Parker voted in favor. Matt Krause abstained. The motion passed.**

**December 30, 2014**

**Correction:** Page 6, 9<sup>th</sup> paragraph, 2<sup>nd</sup> sentence; strike “has \$400,000 in current assets” & replace with “has increased its current assets by \$400,000 over the previous year.”

**It was moved by Frank Giebutowski and seconded by Bob Moholland to approve the December 30, 2014 Wolfeboro Budget Committee minutes as amended. John MacDonald, Brian Black, Frank Giebutowski, Matt Krause, Bob Moholland, Bob Tougher, Steve Johnson, John Burt voted in favor. Harold Parker abstained. The motion passed.**

**II. Discussion Items**

**A. Request to Restore Funds for Street Sweeping & Catch Basin Cleaning Contract Services**

John MacDonald requested a motion to reconsider Dave Ford’s request.

**It was moved by Harold Parker and seconded by Bob Tougher to reconsider the restoration of funds for the Street Sweeping & Catch Basin Cleaning Contract Services. All members voted in favor. The motion passed.**

Dave Ford reviewed his memo, dated 1/8/15, see attached. He stated he understands the Town doesn't want to move forward with the lease purchase of the equipment however, the reduction of funds impacts the level of service the department had proposed to perform.

**It was moved by Frank Giebutowski and seconded by Harold Parker to reinstate \$10,000 to 43120.380.**

***Discussion of the motion:***

Steve Johnson verified the \$10,000 is necessary to maintain the existing level of services.

Dave Ford replied yes, for services in 2015.

John Burt stated he is concerned that the money will not go towards the services and requested a commitment that the funds would not be used towards the lease purchase.

Dave Ford stated he would not spend the funds on a lease purchase and noted such would be reflected in the minutes.

John MacDonald requested Dave Senecal confirm the BOS would not use the \$10,000 for the lease purchase.

Dave Senecal confirmed such and noted two of the Selectmen had reservations regarding the proposal.

John Burt stated Dave Ford eluded the lease purchase may require additional manpower in the future; noting such should be considered when reviewing the proposal in the future.

**It was moved by Frank Giebutowski and seconded by Harold Parker to reinstate \$10,000 to 43120.380. All members voted in favor. The motion passed.**

Frank Giebutowski stated the consideration of the lease purchase should be subject to cost analysis including future costs. He stated the Finance Director developed a spreadsheet for capital requests and requested such be utilized. He questioned the possibility of sharing the equipment with another community, similar to the Milfoil Harvester.

Dave Ford stated he would review the option and include in any future proposal.

Brian Black asked if the department has space to house the equipment.

Dave Ford stated one vehicle would be removed from the new garage in order to store the equipment and noted a heated space would be necessary to house the equipment.

**B. Default Budget**

Pete Chamberlain stated the Default Budget is \$24,341,312.

**III. Town Manager Report**

Dave Owen distributed revised language for Warrant Article B; Purchase & Demolition of Dilapidated Buildings on Lehner Street. He stated the language was revised to reflect a donation in the amount of \$25,000 from the Wolfeboro Tufonboro Land Bank; noting the amount raised from general taxation is now \$95,000 and due to such it is no longer a bonded project. He stated he misstated the amount of proceeds for payment of back taxes at a previous meeting; noting he stated the Town would be receiving \$25,000 however, the amount is \$30,000 and such is included in the Purchase and Sales Agreement for the properties.

Brian Black questioned the amount of total back taxes owed.

Dave Owen replied approximately \$57,000.

Frank Giebutowski asked if the payment towards the back taxes would be applied to only the principal or principal and interest.

Dave Owen stated such would be determined by the Tax Collector.

**IV. Other Business**

None.

**V. Public Comment**

None.

**It was moved by Bob Tougher and seconded by Bob Moholland to adjourn the January 13, 2015 Budget Committee meeting. All members voted in favor.**

*There being no further business before the Committee, the meeting adjourned at 6:39 PM.*

Respectfully Submitted,

*Lee Ann Keathley*

Lee Ann Keathley

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



*Town of*  
**Wolfeboro**

**Memorandum**

**Date:** January 8, 2015

**To:** Budget Committee, BOS & David Owen

**From:** David W. Ford *AWFord*

**Subject:** Request to Restore Funds for  
Street Sweeping and CB Cleaning

The Highway Division Budget line Item 01-43120-380 originally requested \$40,000 for Street Sweeping and Catch Basin (CB) Cleaning. The Division also requested the purchase of a combination vehicle that could sweep and clean CB with the intent that it would be a 7 year lease purchase arrangement. Because it takes about 6 months after ordering this vehicle, the Town would not receive it until fall of 2015.

During discussions with the BOS it was decided to revise budget to show contract services for \$30,000, which would pay for Spring & Summer street sweeping and first phase of CB Cleaning. Once new vehicle was received in Fall, it would do the second phase of CB cleaning, thus reducing the need for contracted service by \$10,000. The 7 year lease could be arranged with only a partial payment in 2015 of \$10,000, then following up payments would be in the range of \$39,000/year.

The Highway Division has paid the following for contracted service to clean CBs and sweep streets over last 2 years:

	2013	2014	Proposed in 2015
Street Sweeping	\$15,780	\$21,290	\$22,000
CB Cleaning	\$18,500	\$13,860	\$18,000
Total	\$34,280	\$35,150	\$40,000

I believe the Budget Committee's intent was to deny the Lease Purchase of the Combination Vehicle when you reduce line item 01-43120-380 by \$10,000, however, the impact of that vote will reduce the level of service the Department had proposed to perform.

With all due respect, the Department requests to reinstate \$10,000 to the outside services line item to allow the Department to increase the amount of Sweeping and CB cleaning in an effort to mitigate negative environmental impacts on our water bodies.