

WOLFEBORO BUDGET COMMITTEE

December 9, 2015

Minutes

Members Present: John MacDonald, Chairman, Frank Giebutowski, Vice-Chairman, Steve Johnson, Brian Black, John Burt, Matt Krause, Bob Tougher, Bob Moholland, Members.

Members Absent: Luke Freudenberg, Selectmen's Representative, Harold Parker, Member.

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

Chairman MacDonald called the meeting to order at 6:03 PM at the Wolfeboro Public Library.

AGENCIES

Central NH VNA & Hospice; \$20,000

Liz Testa, noted an increase in the funding request from \$19,200 to \$20,000 due to a 7.5% increase in visits to Wolfeboro residents. She stated the agency provided 38,909 visits; noting 4,616 of those visits were to clients located in Wolfeboro. She stated the agency is the only NH nonprofit agency that received a 4.5 star quality rating from Medicare and Medicaid. She noted the bad debt/charity care for Wolfeboro was \$3,944.75 for the year.

John Burt questioned the number of unrecovered expenses of services provided to Wolfeboro; noting he is uncomfortable with the increase in the funding request.

David Emberly, CFO, stated that number is difficult to ascertain such. He stated the trend reflects 4500-4600 visits per year; noting the increase in the funding request only reflects a 4% increase even though the number of clients served represented a 7.5% increase.

John Burt stated there is no financial data to support the request

David Emberly stated the agency has provided over \$1 million in community services and have provided more charity care since the enactment of the Affordable Care Act.

Bob Moholland questioned the number of people insured (of the 29%); noting said information would be helpful.

Brian Black asked how the amount of the funding request is determined if the unrecovered costs are not considered.

David Emberly stated the agency is not requesting 100% of unreimbursed expenses; noting 12% of the participants are from Wolfeboro. He stated the funding request reflects only 10% of what other towns are providing.

Frank Giebutowski reviewed the agency's budget and net profit and asked why the agency is requesting funding given the profit.

David Emberly stated last year the agency lost money in operations (\$57,000) and lost \$6,000 the year prior; noting a loss in operations for the past three years. He stated the State now requires agencies to provide unrealized gains and investments therefore; the figures depict an increase below the operating line.

John MacDonald questioned the increase in the funding request if the number of clients served remains the same.

Bob Tougher stated he believes the request is reasonable.

Appalachian Teen Project; \$2,400

Beth Clay requested level funding; noting the agency served 11 teens from Wolfeboro (second largest community behind Laconia). She noted an increase in staff capital and stated staffing consists of 2 full time and 1 part time employees and 1 Americorps volunteer. She stated the funding request of \$2,400 is less than 10% of the cost of the mentoring program and less than 3% of Laconia's contribution.

Frank Giebutowski questioned Laconia's contribution.

Beth Clay stated funding from Laconia is not through the City of Laconia rather, the program is funded by three separate grant programs based in Laconia totally approximately \$72,000.

John MacDonald asked how the clients are referred to the agency.

Beth Clay replied through social service agencies.

John Burt asked if the agency follows up with the clients.

Beth Clay replied yes, clients are tracked following their exit of the program.

Kingswood Youth Center; \$5,000

Zachary Porter noted the Center provides an after-school program to students in the Governor Wentworth Regional School District; noting that students are provided a hot meal and a safe place to socialize and learn life skills. He stated 28 of the students are from Wolfeboro. He noted the program interfaces with the Appalachian Teen Project by collaborating programs between the two agencies.

Bob Moholland asked if the Town of Ossipee contributes funding.

Zachary Porter replied yes, \$4,000.

Meals on Wheels; \$7,500

Cheryl Dempsey, Treasurer, requested level funding; noting 6800 meals were delivered to Wolfeboro, Tuftonboro and Brookfield residents. She stated 78% of the total client base is from Wolfeboro.

John Burt questioned postage.

Cheryl Dempsey stated the program mails thank you notes to donors and for annual appeals; noting the program has a nonprofit postage permit.

Wolfeboro Area Children's Center; \$10,000

Susan Whiting, Executive Director, requested a decrease of \$5,000 in funding; noting a decline in the number of children and more families being able to pay for childcare.

Community Action (Fuel Assistance); \$5,000

Lisa Hinckley requested level funding and noted the organization served 133 Wolfeboro households this past year.

John MacDonald asked how the organization coordinates with the Town's Welfare Office.

Lisa Hinckley stated she forwards the applications received to the Welfare Director.

L.I.F.E. Ministries; \$15,000

Stanley Anderson, President, Board of Directors, requested an increase in funding in the amount of \$3,000. He stated the program receives donations, both food and monetary donations and noted an increase in the number of families needing assistance. He stated the Welfare Department has reduced its number of vouchers being provided to clients and those clients are referred to the food pantry. He stated 458 people (50% of the clients are Wolfeboro residents)

Frank Giebutowski asked if an increase in funding has been requested from other communities.

Stanley Anderson replied yes, noting 1/3 of the population is from Ossipee and 10% are from Tuftonboro.

John Burt questioned the age of the clients.

Stanley Anderson replied 35% of the population are under the age of 18, 15% are over 60 and 50% are between the ages of 19-59.

Medication Bridge; \$454

Jack Drinkwater stated the program is requesting less than the previous year (\$741); noting a decline in the number of clients due to the Affordable Care Act. He stated the clients served are not covered by insurance or Medicare D and hopes to expand their service by September 2016 to provide assistance/guidance to clients in choosing the appropriate plan.

Northern Human Services; \$7,449

Eve Klotz, Director, stated the request is level funded; noting the program serviced 159 uninsured or underinsured individuals, provided 660 hours of service and \$92,000 total service costs. She stated the program is not State funded and each Town contributes funding. She stated the program has partnered with Huggins and Memorial Hospitals to provide emergency services; noting such is mandated by the State and unfunded.

Wolfeboro Senior Meals; \$20,000

Eileen Gill, Treasurer, stated the program provided 1,944 meals; noting 88% of the meals are provided to Wolfeboro residents. She stated Tuftonboro and Brookfield residents are also served. She noted the program is open/available September through May and is hosted by All Saint's Church; noting a \$5 donation is requested from participants under the age of 60 and a \$3.50 donation from participants over the age of 60.

John MacDonald asked if activities are included in the program.

Eileen Gill replied yes, activities offered are yoga, bridge, Tai Chi and bingo.

Mimi Lisbon stated the activities are not subsidized.

Starting Point; \$1,836

Melissa Couture, Executive Director noted the program provides services to victims of domestic violence and sexual assault in Carroll County; noting the program serves 26 Wolfeboro residents; noting 190 services in total were provided. She noted an office will be opening at Huggins Hospital and training will be provided to local EMT's.

Caregivers of Southern Carroll County; \$4,000

Phil Wasmuth, Treasurer, stated the request is level funded. He distributed data through November 30, 2015; noting the organization is 100% run by volunteers. He stated the clients are provided transportation to doctor appointments; noting if the trip is under 50 miles there is no reimbursement however; for trips over 50 miles the volunteers are provided partial reimbursement for mileage/gas. He noted the following figures to date; 270 paid trips, 847 unpaid trips for a total of 1,117 trips. He stated the program is supported by donations, service clubs, churches and other communities (Alton; \$2,000, Tuftonboro; \$1,000) and noted an annual budget of \$20,000.

Dinner Bell; \$6,000

John MacDonald read a letter from the coordinator of the Dinner Bell requesting a decrease of funding from \$6,000 to \$0 due to a surplus of funds from donations. He noted the Dinner Bell requested to remain in the budget for following years.

It was moved by John Burt and seconded by Bob Tougher to decrease Dinner Bell 01-44175-830 from \$6,000 to \$0. All members voted in favor. The motion passed.

CASA (Court Appointed Special Advocate); \$500

Ann McDonough stated the CASA program consists of court appointed advocates for abused and neglected children. She noted that 4% of the budget comes from municipalities; noting 32 volunteer advocates in Carroll County served 65 children last year. She stated 87% of the cases are referred by the court and noted the court has to hire attorneys for 13% of the cases. She stated the advocates are volunteers who typically serve for a 12-month period.

Carroll County Transit; \$4,000

Brad Wolfe stated the request is level funded and noted the formula used to determine the funding is provided by the federal government. He stated the service is available to Wolfeboro daily from 8AM-5PM. He stated door to door service is also provided.

Steve Johnson asked if there is a charge for the service.

Brad Wolfe replied yes, for under the age of 60 and by donation for over the age of 60.

John Burt noted the following communities provide funding; Ossipee (\$3,000), Wolfeboro (\$4,000) and Albany (\$3,000).

Brad Wolfe questioned whether the list provided to the Committee is complete because he is aware that Moultonborough also provides funding.

John MacDonald stated some communities provide funding through a warrant article.

CAP Restorative Justice Center; \$2,600

No representative present.

John MacDonald stated he read in the newspaper that the Restorative Justice program is closing its office as of 1/1/16. He requested the Town Manager confirm such.

It was moved by Bob Moholland and seconded by John Burt to decrease CAP Restorative Justice Center 01-44180-830 from \$2,600 to \$0. All members voted in favor. The motion passed.

CAP Homeless Program; \$250

No representative present.

John MacDonald noted the program is located in Lancaster.

It was moved by John Burt and seconded by Bob Moholland to decrease CAP Homeless Program 01-44182-830 from \$250 to \$0. All members voted in favor. The motion passed.

End 68 Hours of Hunger; \$3,000

Sally Humer stated the request is level funded and noted the program serves 93 students in Wolfeboro, Tuftonboro and Ossipee. She stated the program provides two breakfasts, two lunches, 2 dinners and snacks to carry them through the weekend; noting the children have been identified by the schools who have little or no food during the weekends. She stated each child receives a bag of food to take home on Fridays. She stated the towns of Tuftonboro and Ossipee increased their funding to \$5,000.

Steve Johnson questioned the ages of the children.

Sally Humer replied age 3 (Headstart in Ossipee) through 6th grade.

John MacDonald asked where the food comes from.

Sally Humer replied food donations; noting additional food is purchased at Walmart or Harvest Market.

It was moved by Steve Johnson and seconded by Bob Tougher to increase End 68 Hours of Hunger 01-44181-830 from \$3,000 to \$5,000.

Discussion of the motion:

Steve Johnson stated the Town saved money from the decrease in the Dinner Bell funding request and feels it is a worthwhile program therefore, he recommends the increase.

John Burt questioned the number of Brookfield students at Carpenter and Crescent Lake School that is served by the program (questioned whether Brookfield should be contributing funds). He stated that even though the Dinner Bell's funding request was decreased, the program is only requesting a one year hiatus.

Sally Humer stated 60% of the students in the program are from Ossipee.

Frank Giebutowski stated he supports the request for \$3,000.

It was moved by Steve Johnson and seconded by Bob Tougher to increase End 68 Hours of Hunger 01-44181-830 from \$3,000 to \$5,000. Steve Johnson voted in favor. John MacDonald, Frank Giebutowski, Bob Moholland, Brian Black, Matt Krause, Bob Tougher, John Burt opposed. The motion failed.

ELECTRIC DISTRIBUTION & GENERATION

ADMINISTRATION

Barry Muccio stated the Town has opted to employ their own line crews; noting the department will be fully staffed by 1/1/16. He noted a savings of \$230,927.52 by eliminating the contract services. He stated the line crew are employed under individual employment contracts, are nonunion employees and receive health and retirement benefits.

John MacDonald asked how the four-wheeler has served the department.

Barry Muccio stated the inspection of the 390 line has decreased from 2 hours to 18 minutes.

Bob Tougher questioned the increase in supervisory salaries.

Dave Owen stated a one-time salary adjustment in the amount of \$15,000 was granted to Mr. Muccio; noting the amount was based on a review of 34 other municipalities.

Bob Tougher asked if the salary adjustment is in addition to the 2.5% increase granted by the BOS.

Dave Owen replied no.

Bob Moholland asked how the increase the electric rates.

Dave Owen stated the rates will not be affected.

John MacDonald questioned the decrease in part-time wages, specifically for the Field Planner.

Barry Muccio stated the previous Field Planner retired and the current Field Planner only works one day per week.

John MacDonald confirmed the Field Planner is not included in the Town's pay scale.

Barry Muccio stated the position does not accrue benefits; noting such is a specialty trade.

Bob Moholland questioned the increase in consultants and legal.

Barry Muccio stated the purchase power agreement expires next year; noting a rate analysis will also be done. He stated legal assistance is needed for the negotiations.

Referencing furniture and fixtures, John MacDonald questioned the necessity of two chairs and a television.

It was moved by John MacDonald and seconded by Frank Giebutowski to decrease Furniture & Fixtures 03-43410-750 from \$1,045 to \$595. John MacDonald, Frank Giebutowski, Bob Moholland, Brian Black, Steve Johnson, Bob Tougher, Matt Krause voted in favor. John Burt opposed. The motion passed.

DISTRIBUTION

Referencing outside services, specifically Right-of-Way Tree Trimming, Bob Moholland asked if the Town is paying for the tree removal.

Barry Muccio stated the Town pays by the foot.

Frank Giebutowski questioned contract services.

Barry Muccio stated the line reflects an appropriation for one month of contract services however; such is not needed since the Town now has a fully staffed line crew. He noted medical services could also be decreased because the line crew does not need physicals.

It was moved by Bob Moholland and seconded by Bob Tougher to decrease Contract Services 03-43420-392 from \$68,068 to \$0. All members voted in favor. The motion passed.

It was moved by Bob Moholland and seconded by Brian Black to decrease Medical Services 03-43420-350 from \$2,500 to \$500. All members voted in favor. The motion passed.

Referencing general operating supplies, Barry Muccio noted revenue in the amount of \$61,374 from job work sales. Referencing safety equipment and professional development, he noted an increase in such because the testing was formerly done by the prior contractor.

GENERATION

Referencing the automated meter reading, Barry Muccio stated installation is scheduled to begin over the Winter; noting 500 would be installed and tested for a period of 2-3 months prior to installing the remainder.

John MacDonald asked if there would be a decrease in part-time wages.

Barry Muccio stated such would not be decreased prior to 2017.

ELECTRIC FUND CAPITAL OUTLAY

03-49616-730 Lineworker Re-tooling; \$78,200

Barry Muccio stated the Town has contracted services for the line crew for fifteen years therefore; there is a need to purchase tools and testing systems that were previously provided by NH Electric Coop. He stated the cost includes a pickup truck for the line crew foreman.

Frank Giebutowski asked if there are ongoing costs associated with the equipment.

Barry Muccio noted an increase of \$1,000 in the operating budget.

John MacDonald asked why the funding request is in Capital Outlay rather than the operating budget.

Barry Muccio stated negotiations with the new line crew were not formalized at the time the budget was prepared. He stated he anticipates the tools lasting 10 years.

Frank Giebutowski requested a cost benefit analysis be provided to the Committee.

**Consideration of Minutes
November 19, 2015**

It was moved by Frank Giebutowski and seconded by Bob Tougher to approve the November 19, 2015 Budget Committee minutes as submitted. John MacDonald, Frank Giebutowski, Steve Johnson, John Burt, Bob Tougher, Matt Krause voted in favor. Bob Moholland, Brian Black abstained. The motion passed.

The Budget Committee has requested additional information for the following;

- End 68 Hours of Hunger; determine the number of Brookfield students that participate in the program
- Electric Fund Capital Outlay, 2016 Lineworker Re-tooling, 03-49616-730; submit cost benefit analysis for request

It was moved by John MacDonald and seconded by Steve Johnson to adjourn the December 9, 2015 Budget Committee meeting. All members voted in favor.

There being no further business before the Committee, the meeting adjourned at 8:13 PM.

Respectfully Submitted,
Lee Ann Keathley
Lee Ann Keathley

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