

**TOWN OF WOLFEBORO  
BUDGET COMMITTEE  
January 7, 2016  
Minutes**

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

**Members Absent:** Brian Black (excused), Luke Freudenberg, Selectmen's Representative.

**Staff Present:** Dave Owen, Town Manager, Pete Chamberlain, Finance Director, Christine Collins, Assistant Director of Parks and Recreation, Lee Ann Keathley, Secretary.

Chairman MacDonald called the meeting to order at 6:05 PM at the Wolfeboro Public Library.

**FINAL BUDGET REVIEW**

Final budget review continued from 12/22/15.

**Parks and Recreation  
Administration**

Pete Chamberlain reviewed the changes to the 2016 budget relative to supervisory salaries (recalculation of Director and Assistant Director's salary), see attached. He noted a reduction in the amount of \$11,056 (includes 100 & 200 series, salaries and benefits).

**It was moved by John Burt and seconded by Bob Moholland to decrease Supervisory Salaries 01-45201-113 and adjust the 200 series accordingly by \$11,056 per the Analysis of 2016 Budget Changes Due To Director Position. All members voted in favor. The motion passed.**

6:33 PM; Steve Johnson arrived.

**Parks and Recreation Capital Outlay  
01-49616-730 Foss Field Shed; \$7,624**

John MacDonald submitted photographs of the existing shed at Foss Field; noting the building appears to be in good condition.

Bob Tougher noted issues with the interior of the structure.

Christine Collins, Assistant Director of Parks and Recreation, stated the shed has a broken panel in which water seeps in; noting an odor in the shed. She stated the foundation of the shed is uneven and air quality is poor.

John MacDonald questioned the ability to store equipment at the Community Center and the snack bar building.

Christine Collins stated equipment cannot be stored at the Community Center and the baseball league tore down the snack bar building and did not rebuild.

Dave Owen noted mildew issues at the Community Center.

John MacDonald questioned the future plan for the area.

Linda Murray stated restrooms and a canopied area, similar to the structure at The Nick, are proposed. She stated the proposed future structure does not address equipment storage for the other end of Foss Field.

#### **Fire/Rescue**

##### **Medical Services 01-42200-350**

Dave Owen noted a reduction in Medical Services, specifically Ambulance Contract, in the amount of \$7,052.

***It was moved by Bob Moholland and seconded by Bob Tougher to decrease Medical Services 01-42200-350, specifically Ambulance Contract in the amount of \$7,052, from \$260,391 to \$253,339. All members voted in favor. The motion passed.***

#### **2016 Budget; Gasoline Accounts**

Dave Owen reported a reduction in all gasoline accounts to reflect a cost of \$2.50/gallon (reduction by .25); noting a total reduction in the overall 2016 budget in the amount of \$11,500, see attached.

***It was moved by Bob Tougher and seconded by Harold Parker to decrease the Gasoline/Gasoline & Oil accounts in the 2016 Budget, account #635, by \$11,500 per the Analysis of Potential Reduction in 2016 Gasoline Budget. All members voted in favor. The motion passed.***

#### **DEFAULT BUDGET**

Pete Chamberlain stated the amount of the default budget is \$25,202,280; noting such is set at the prior year's budget not including legal, contractual and one-time expenses.

#### **Consideration of Minutes**

**December 22, 2015**

***It was moved by Frank Giebutowski and seconded by Bob Tougher to approve the December 22, 2015 Budget Committee minutes as submitted. All members voted in favor. The motion passed.***

#### **Other Business**

- Budget Committee Public Hearing scheduled for 1/12/16, 7 PM at the Wolfeboro Public Library
- Deliberative Session scheduled for 2/2/16, 7 PM at the Great Hall, Brewster Building
- BOS voted in favor, 5-0, on all warrant articles

Steve Johnson expressed concern regarding the continuous increase in taxes and noted that at some point the Committee needs to say no to requests. He stated the budget is not acceptable and wants the warrant articles incorporated into the operating budget.

Bob Tougher stated the CIP Committee reviews projects thoroughly and has denied projects. He stated all warrant articles including the operating budget have always been overwhelmingly approved. He stated it is difficult not to increase the budget when the cost of living continues to increase. He noted five other towns on the lake have higher taxes than Wolfeboro.

Steve Johnson stated a lot of people don't realize the impact; noting that the budget increases annually and Town management becomes larger and larger year after year.

Harold Parker stated he feels the voters are aware of the issues and noted the Committee's vote on warrant articles are never overturned.

Bob Tougher stated he would submit the CIP spreadsheet for review and input by the Committee.

John Burt stated he does not feel that the budget represents the total operating cost of the Town. Referencing the capital reserve accounts, he stated the replacement of equipment and scheduled maintenance is an operating expense and should be included in the operating budget.

Linda Murray stated funds from the capital reserve accounts cannot be deposited into the operating budget. She noted the BOS have received Town Counsel opinion regarding such.

John Burt stated the funds should be placed in the operating budget and transferred to the capital reserve accounts annually.

Dave Owen noted capital reserve accounts prevent the spiking of the tax rate.

**It was moved by Harold Parker and seconded by John Burt to adjourn the January 7, 2016 Budget Committee meeting. All members voted in favor.**

*There being no further business before the Committee, the meeting adjourned at 7:00 PM.*

Respectfully Submitted,  
*Lee Ann Keathley*  
Lee Ann Keathley

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

**Analysis Of 2016 Budget Changes Due To Directors Position**

Account Number	Description	Initial Budget Committee	Revised Budget Committee	Increase/Decrease
01-45201-113	SUPERVISORY SALARIES	105,444	96,367	(9,077)
01-45201-117	PART TIME WAGES	30,589	30,589	-
	<b>100 Series Total</b>	<b>136,033</b>	<b>126,956</b>	<b>(9,077)</b>
01-45201-210	GROUP HEALTH INSURANCE	54,052	54,052	-
01-45201-215	GROUP LIFE INSURANCE	216	216	-
01-45201-218	DISABILITY	1,148	1,047	(101)
01-45201-219	GROUP DENTAL INSURANCE	2,903	2,903	-
01-45201-220	SOCIAL SECURITY	10,433	9,712	(721)
01-45201-230	RETIREMENT	11,778	10,764	(1,014)
01-45201-250	UNEMPLOYMENT COMP	214	274	60
01-45201-260	WORKERS COMPENSATION	2,413	2,210	(203)
	<b>200 Series Total</b>	<b>83,157</b>	<b>81,178</b>	<b>(1,979)</b>
<b>Total Change Salary &amp; Benefits:</b>				<b>(11,056)</b>

**New Total Parks Administration Overall Budget With Adjustments:** 231,407.00

**Analysis Of Salary Changes**

Director: Previous			
Salary	57,595	1,305	
Accrued Leave Buyout		2,884	
LOSS	150	0	
Director: New			
Salary		53,445	
LOSS	0	150	
	<u>57,745</u>	<u>57,784</u>	
Assistant Director: Previous			
Salary	47,549	1,077	
LOSS	150	0	
Assistant Director: New			
Salary		37,506	
LOSS		0	
	<u>47,699</u>	<u>38,583</u>	
<b>Total Supervisory Salaries:</b>	<b>105,444</b>	<b>96,367</b>	<b>(9,077)</b>

Analysis Of Potential Reduction In 2016 Gasoline Budget  
By .25 Per Gallon To \$ 2.50.

		Budget Committee Original	Reduction	Budget Committee Revised
01-42100-635	GASOLINE & OIL	23,760	2,160	21,600
01-42200-635	GASOLINE & OIL	2,365	215	2,150
01-42400-635	GASOLINE	550	50	500
01-43120-635	GASOLINE & OIL	6,050	550	5,500
01-43191-635	GASOLINE	60,500	5,500	55,000
01-43240-635	GASOLINE	1,513	136	1,377
01-45201-635	GASOLINE	1,238	113	1,125
01-45202-635	GASOLINE & OIL	2,337	213	2,124
01-45204-635	GASOLINE & OIL	3,200	282	2,918
02-43320-635	GASOLINE & OIL	7,700	750	6,950
02-43350-635	GASOLINE	2,860	260	2,600
03-43410-635	GASOLINE & OIL	4,125	375	3,750
03-43420-635	GASOLINE & OIL	1,925	175	1,750
03-43430-635	GASOLINE	5,088	463	4,625
04-43260-635	GASOLINE	2,860	260	2,600
05-45890-635	GASOLINE	200		200
		126,271	11,502	114,769