

**TOWN OF WOLFEBORO  
BUDGET COMMITTEE  
December 17, 2018  
Minutes**

**Members Present:** John MacDonald, Chairman, Bob Tougher, Vice-Chairman, Paul O'Brien, Selectmen's Representative, Bob O'Brien, Steve Johnson, John Burt, Robert Loughman, Bob Moholland, Brian Black, Members.

**Staff Absent:** Tom Bell, Member (excused).

**Staff Present:** Becky Merrow, Town Manager, Deb Zabkar, Finance Director, Lee Ann Hendrickson, Administrative Secretary.

*Chairman MacDonald called the meeting to order at 6:41 PM at the Great Hall.*

**WARRANT ARTICLES**

Becky Merrow informed the Committee that Warrant Article #17 has been withdrawn and reviewed the revised language for Warrant Article #15. Referencing Warrant Article #23, she stated the BOS voted to recommend the article 4-0. Referencing the Heritage Commission's request for funding, she stated she advised the Commission to utilize the Petition Warrant Article format due to the late submittal of their request.

John MacDonald asked if there would need to be an additional meeting to review the Petition Warrant Article.

Linda Murray replied no.

Christine Collins noted Warrant Article #25 has been withdrawn.

Referencing Keno, John MacDonald asked if the BOS would have authority to set up how it works.

Becky Merrow replied no, such is regulated by the State.

John MacDonald asked if the BOS, Police and Fire Departments have to sign off on such.

Becky Merrow stated she doesn't believe so because it is tied to the liquor license.

**PARKS & RECREATION REVISIT**

Christine Collins submitted projected revenues for Abenaki; noting such is projected at \$101,892. She stated such was based on revenue figures from the 2016-2017 season.

Robert Loughman asked if the 2016-2017 season reflects a typical season.

Christine Collins replied yes. Referencing the Foss Field Pavilion, she stated such is closed for the winter (November – March) due to vandalism; noting expenses for custodial services, specifically cleaning supplies, could be reduced by \$270 and outside services could be reduced by \$2,114.

**It was moved by Brian Black and seconded by John Burt to decrease Custodial Services 01-45202-640 from \$2,730 to \$2,460. All members voted in favor. The motion passed.**

**It was moved by Robert Loughman and seconded by Bob Tougher to decrease Outside Services 01-45206-380 from \$11,614 to \$9,500. All members voted in favor. The motion passed.**

Christine Collins noted that the Highway Department assists the Parks and Recreation Department by spreading gravel at the parking lots for the beaches.

#### **FINAL BUDGET REVIEW**

##### **Agencies; CASA & Northern Human Services**

Brian Black asked if a representative from the two agencies attended the BOS meeting to present their budget requests.

Becky Merrow replied yes.

John MacDonald asked if they understood that they were to attend the Budget Committee meeting.

Becky Merrow stated they were informed of such.

Bob Tougher noted the agencies have been thorough and reliable and have not missed previous meetings. He asked if supporting documentation for the requests were submitted.

Linda Murray replied yes and asked if the Committee received the information.

Bob Tougher replied no and stated he is inclined to grant their funding request.

**It was moved by Bob Tougher and seconded by Bob O'Brien to grant the funding request for CASA 01-44176-830 in the amount of \$1,000 and grant the funding request of Northern Human Services 01-44171-830 in the amount of \$7,449 regardless of their absence at the Budget Committee meeting. All members voted in favor. The motion passed.**

Brian Black expressed concern for the precedent being set.

Robert Loughman stated he is formally petitioning the Town Manager to ensure that representatives from those agencies attend any future meetings.

Deb Zabkar noted the following figures;  
General Fund: \$13,958,881 (increase of 3.41%)  
Enterprise Funds: \$13,934,510 (increase of .67%)  
General Fund & Enterprise Funds: \$27,893,391 (increase of 2.02%)

Bob Tougher questioned the default budget.

Deb Zabkar replied \$26,856,570.

**It was moved by Brian Black and seconded by Bob Tougher to present the 2019 budget as \$27,893,391. All members voted in favor. The motion passed.**

Robert Loughman requested the Committee be provided the tax impact of the warrant articles when computed.

#### **Consideration of Minutes**

**November 28, 2018**

**Corrections:     Include Quick Snap Shot Executive Summary (Officers and Cruisers) as an attachment to the minutes**

**It was moved by John Burt and seconded by Steve Johnson to approve the November 28, 2018 Budget Committee minutes as amended. All members voted in favor. The motion passed.**

December 6, 2018

**It was moved by John Burt and seconded by Bob Tougher to approve the December 6, 2018 Budget Committee minutes as submitted. All members voted in favor. The motion passed.**

December 11, 2018

**It was moved by Bob Moholland and seconded by John Burt to approve the December 11, 2018 Budget Committee minutes as submitted. All members voted in favor. The motion passed.**

Steve Johnson requested clarification regarding the Police Department and the number of vehicles to be purchased.

John MacDonald stated one vehicle will be purchased; noting the vehicle will be purchased with funds from the detail revolving fund.

Brian Black confirmed the budget reflects the final lease payment.

**Other Business**

Becky Merrow stated the cancellation of last year's public hearing has caused issues with the Bond Council; noting she is hoping such will be resolved with an affidavit from the former Town Manager.

John Burt asked if there has been any resolution with the use of Highway Department personnel and incorporating the accounting of such in warrant articles.

Becky Merrow stated she does not believe the Committee will see that practice again.

John Burt questioned the road upgrades warrant article; noting only construction costs are included and not the total project cost that includes Town employee's time.

**It was moved by John Burt and seconded by Bob Tougher to adjourn the December 17, 2018 Budget Committee meeting. All members voted in favor.**

*There being no further business before the Committee, the meeting adjourned at 7:32 PM.*

*Budget Committee Public Hearing scheduled for January 3, 2019 at the Great Hall, Wolfboro Town Hall.*

Respectfully Submitted,  
*Lee Ann Hendrickson*  
Lee Ann Hendrickson