

**TOWN OF WOLFEBORO  
BUDGET COMMITTEE  
DRAFT MINUTES  
June 7, 2022  
Wolfeboro Public Library**

**I. Call To Order**

*Chairman MacDonald opened the meeting at 6:07 pm.*

**Members Present:** John MacDonald, Chairman, Bob Tougher, Vice-Chairman, John Burt, Bob Loughman, Matt Plache, Bob Moholland, Tom Bell, Members, Linda Murray, BOS Alternate Representative.

**Members Absent:** Brian Black, Steve Johnson, Members (both excused), Brian Deshaies, BOS Representative.

**Staff Present:** Jim Pineo, Town Manager, Kathy Carpentier, Finance Director, Lee Ann Hendrickson, Administrative Assistant.

**II. Pledge of Allegiance**

The Committee participated in the Pledge of Allegiance.

**III. Discussion Items**

**a. Appointment of Chair and Vice-Chair**

*It was moved by Bob Tougher and seconded by Tom Bell to appoint John MacDonald as Chair to the Wolfeboro Budget Committee. All members voted in favor. The motion passed.*

*It was moved by John MacDonald and seconded by Tom Bell to appoint Bob Tougher as Vice-Chair to the Wolfeboro Budget Committee. All members voted in favor. The motion passed.*

**b. Appointment of Budget Committee Representative to the CIP Committee**

*It was moved by Bob Tougher and seconded by Tom Bell to appoint Bob Loughman as the Budget Committee Representative to the Wolfeboro Capital Improvements Program Committee. All members voted in favor. The motion passed.*

**c. Assignment of Town Departments for 2023 Budget Process**

The Committee agreed to the following assignments;

Public Safety (Police Department, Fire Department, Communications) – Tom Bell, Matt Plache, Bob Moholland

Parks & Recreation – John Burt & Bob Tougher

General Government – Bob Tougher & Tom Bell

Public Works Department & Water and Sewer Department – Bob Loughman, Steve Johnson

Electric Department – John MacDonald & Steve Johnson

Library – John Burt & Matt Plache

Libby Museum – Brian Black & Bob Moholland

**d. Town Manager Report**

Jim Pineo reviewed the status of the following capital projects;  
Pop Whalen Expansion & Renovation; on budget & on schedule  
Commercial Dock Upgrade; on budget and on schedule for fall  
Bridge Falls Path; Presentation to BOS by Barry Muccio on 6/6/22, investigating the installation of cameras due to vandalism  
Public Safety Building; no money has been spent of the \$300,000, public input session scheduled for 6/9/22 at the Town Hall  
Historic Resources Survey; contract has been issued  
Road Upgrades; contract has been issued and work has been started on budget  
Solid Waste Facility; improvements have been completed, management plan to be completed fall 2022  
DPW Truck; secured and received a demo truck that a vendor was building, BOS to discuss onboarding roads  
Dock Repairs; work is close to being complete  
Ladder Truck; to be delivered fall 2022  
Railroad Avenue; awaiting completion of survey  
Library Generator; contract has been signed  
Police Vehicle Purchase; to be closed out by year end

Jim Pineo stated the funds have not yet been disbursed to the Capital Reserve Funds. He reviewed the deficiencies of the MED's building on Lehner Street when the improvements were done. He noted the following priorities of the CIP; South Main Street project funding with State collaboration, Public Safety Building, and road upgrades. He stated he has asked the Department Heads to find potential savings in the budgets to help with rising fuel costs and noted that additional funds have been identified due to changes in staffing (\$100,000) to cover some of the cost.

Bob Tougher questioned the functioning of the RIB and the amount of effluent.

Jim Pineo stated he would retrieve the data from Dave Ford and noted site is working as projected.

**e. 2022 Budget & Expenditure Report**

Kathy Carpentier stated the budget is on track.

Bob Loughman stated every budget should be at 33% expended however, there are several budgets that are beyond that percentage (Highway & Streets – 46%, outside services is 50%).

Kathy Carpentier stated \$20,000 of outside services has been expended and the remainder has been encumbered.

Bob Loughman questioned ambulance services.

Kathy Carpentier stated such is a contract service and payments are made quarterly.

Referencing Dockside parking lot, John Burt asked for a resolution to tent stakes being driven into the pavement.

f. **Other Business**

- Budget Committee meeting scheduled for August 24<sup>th</sup>, Library, 6 PM.

g. **Approval of Minutes**

January 4, 2022

*It was moved by Bob Loughman and seconded by Bob Moholland to approve the January 4, 2022 Budget Committee minutes as submitted. All members voted in favor. The motion passed.*

January 13, 2022 Regular Meeting

*It was moved by Bob Loughman and seconded by Bob Tougher to approve the January 13, 2022 Budget Committee Regular Meeting minutes as submitted. All members voted in favor. The motion passed.*

January 13, 2022 Public Hearing

**Corrections:** Page 2, Article 13, motion; strike “All members voted in favor.”

Page 3, Article 19, motion; strike “All members voted in favor.”

Page 4, Article 23, motion; strike “All members voted in favor.”

Page 6, Article 28, motion; strike “All members voted in favor.”

*It was moved by Bob Loughman and seconded by Bob Tougher to approve the January 13, 2022 Budget Committee Public Hearing minutes as amended. All members voted in favor. The motion passed.*

February 8, 2022

*It was moved by Bob Loughman and seconded by Bob Moholland to approve the February 8, 2022 Budget Committee minutes as submitted. All members voted in favor. The motion passed.*

h. **Public Comment**

None.

*It was moved by John Burt and seconded by Bob Tougher to adjourn the June 7, 2022 Budget Committee meeting. All members voted in favor. The motion passed.*

There being no further business before the Committee, the meeting adjourned at 6:43 PM.

Respectfully Submitted,

*Lee Ann Hendrickson*

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