

**TOWN OF WOLFEBORO
BUDGET COMMITTEE
APPROVED MINUTES
November 15, 2022
Wolfeboro Public Library**

I. Call To Order

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

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

Members Absent: Bob Loughman, Steve Johnson, Members (both excused).

Staff Present: Kathy Carpentier, Finance Director, Tom Zotti, Nathan Nichols, Fire Department, Lee Ann Hendrickson, Administrative Assistant.

II. 2023 Budget

Tom Zotti stated the truck committee is in Wisconsin finishing up the inspection of the new truck; noting it should be delivered to Massachusetts in 3 weeks. He reviewed the history and status of the purchase of the vehicle.

AMBULANCE SERVICES

No changes.

FIRE/RESCUE DEPARTMENT

Bob Moholland stated he reviewed the budget with Chief Zotti a few weeks ago; noting that last year the Budget Committee agreed to add an additional employee this year and another next year. He stated the Department is short-staffed (2 staff per shift) and it is vital to have the extra firefighter now rather than waiting until next year. He reviewed options for staffing the necessary positions and financing of such.

Tom Zotti stated the last time the Department increased its staff was 2003.

John Burt questioned the status of call/part-time firefighters.

Tom Zotti stated several have been added the last couple of years.

Bob Tougher stated the Police Department is proposing to add three officers, one per year, starting in 2024.

Tom Zotti stated that if the Committee is considering adding funding to the budget for the second firefighter position in 2023, he would ask to first speak to the Town Manager regarding such and provide hard numbers for the cost of a second firefighter position prior to any change by the Budget Committee.

Kathy Carpentier stated the cost to the Town for a half year position is \$56,325.

Brian Deshaies asked to see the numbers if the Department continues to run as-is for five years.

Brian Black confirmed there are currently 12 firefighters. He asked if grant money is available for new hires.

Tom Zotti stated there is a grant that pays for the base salary of an employee, however, does not pay for safety equipment/auxiliary gear, overtime, etc. He stated if three new hires would have been brought on at the same time, it would require a lot of time to train rather than addressing such in a gradual manner.

Brian Black stated he would like to see an analysis that would justify the increase of two firefighters in one year.

John MacDonald asked what has changed in the last year that makes the decision critical to increase by two firefighters in 2023 rather than adding one hire in 2023 and an additional hire in 2024. He asked if it is a critical need to add an additional position (second position) this year; noting the Committee agreed last year to add three additional positions, one per year over the span of three years.

Nathan Nichols replied yes.

Tom Zotti replied yes, he feels it is critical for safety issues and how the Department operates.

John Burt confirmed that reducing the work week from 48 hours to 42 hours is being considered.

Tom Zotti replied yes, there is an intent to move away from the Kelly schedule.

It was moved by Bob Tougher and seconded by Bob Moholland to request the Fire Department to provide the expense of an additional (second) firefighter request for 2023 and justification for such. Bob Tougher, John Burt, Bob Moholland, Tom Bell, Matt Plache, Brian Black voted in favor. John MacDonald opposed. The motion passed.

It was moved by John Burt and seconded by Bob Tougher to revisit the second new hire position and costs associated with such (lines 100, 200, 600). All members voted in favor. The motion passed.

Linda Murray stated the BOS did not discuss adding two employees in one year. She stated she is aware the Town Manager decreased overtime wages but does not know why.

Tom Zotti stated he reviewed the request/option with the Town Manager however, it was not discussed beyond that. He stated he did not discuss the matter with the BOS.

Tom Bell stated the Committee typically reviews matters that have previously been reviewed by the BOS; noting this matter has not been previously discussed by the BOS. He questioned the costs for gasoline and diesel.

Kathy Carpentier stated there were no bids for gasoline therefore, the budget reflects a rate of \$3.28 (rate from November 1st). She stated the rate would be revisited toward the end of the budget cycle. She stated the Town is in contract for diesel at \$4.98.

Emergency Management

Kathy Carpentier stated a stipend for an additional Deputy Manager position was added.

It was moved by John Burt to decrease 01-42900-820 Professional Development from \$350 to \$100. There being no second, the motion failed.

Public Safety Building

No changes.

CAPITAL OUTLAY

Replace Technical Rescue Gear **\$16,414**

Nathan Nichols stated the proposal is to replace rescue gear that is out of date.

Brian Black asked if an inventory/list of equipment is available.

Tom Zotti stated such was submitted.

John MacDonald stated the Committee did not receive the information and requested such (to be reviewed on December 5th).

Complete Repairs to Boat 1 **\$40,000**
Nathan Nichols reviewed such.

Bob Tougher questioned whether the request could be pushed out.

Tom Zotti stated Melvin Village has provided a time frame for the repairs. He stated the proposal was originally submitted as one project however, the repairs were split into two years and this request reflects the second year of the repairs.

Tom Bell questioned whether additional quotes should be sought given the price of the repair.

Tom Zotti stated in practice three estimates are typically sought.

Replace Boat 2 Motor **\$12,000**
Nathan Nichols stated the motor has reached the end of its useful life and replacement of such is being proposed.

Bob Tougher asked if the motor would be sold.

Tom Zotti stated it is included in the trade.

John MacDonald questioned other towns that have thermal cameras on their boats.

Nathan Nichols replied only Gilford and noted Alton's boat is still in production.

III. Other Business

Kathy Carpentier distributed a memo, dated November 7, 2022; noting the Town has received a preliminary tax rate from the Department of Revenue. She stated the Town received an additional \$144,281 in State Revenue and a small decrease in Payment in Lieu of Taxes. She stated the tax rate is \$13.22 per thousand; noting such represents a 3.3% decrease (\$.45 decrease) over last year's rate of \$13.67 per thousand. She reviewed the tax rate breakdowns (municipal, local education, State education & county). She reviewed the figures on the MS-434-R.

IV. Approval of Minutes **August 24, 2022**

It was moved by Bob Tougher and seconded by John Burt to approve the August 24, 2022 Budget Committee minutes as submitted. John MacDonald, John Burt, Bob Tougher, Tom Bell, Matt Plache, Brian Black voted in favor. Bob Moholland abstained. The motion passed.

October 25, 2022

It was moved by John Burt and seconded by Bob Tougher to approve the October 25, 2022 Budget Committee minutes as submitted. All members voted in favor. The motion passed.

November 9, 2022

It was moved by Bob Moholland and seconded by Bob Tougher to approve the November 9, 2022 Budget Committee minutes as submitted. All members voted in favor. The motion passed.

November 10, 2022

Correction: Page 2, Other Business, 2nd paragraph; change “evaluation” to “valuation”

It was moved by Tom Bell and seconded by Bob Tougher to approve the November 10, 2022 Budget Committee minutes as amended. All members voted in favor. The motion passed.

V. Public Comment

None.

REVISIT ITEMS

- Fire Department, cost for second additional employee/hire (December 5th)
- Fire Department Capital Outlay, Replace Technical Rescue Gear (December 5th)

It was moved by John Burt and seconded by Bob Tougher to adjourn the November 15, 2022 Budget Committee meeting. All members voted in favor. The motion passed.

There being no further business before the Committee, the meeting adjourned at 7:40 PM.

Respectfully Submitted,

Lee Ann Hendrickson

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