

**TOWN OF WOLFEBORO
BUDGET COMMITTEE
APPROVED MINUTES
November 30, 2022**

I. Call To Order

Chairman MacDonald opened the meeting at 6:06 pm at the Wolfeboro Public Library.

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

Staff Present: Jim Pineo, Town Manager, Amy Capone-Muccio, Welfare Director, Joyce Davis, Library Co-Director and Assistant Director, Lee Ann Hendrickson, Administrative Assistant.

The Committee participated in the Pledge of Allegiance.

II. 2023 Budget

AGENCIES

Granite VNA **\$22,000**

Brian Winslow reviewed the services provided and noted the request is level funded.

Meals on Wheels **\$7,500**

Cheryl Dempsey reviewed the program and services provided and noted the request is level funded.

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

Terri Ann Cox reviewed the program and services provided; noting the organization serves 9 towns.

Tri-County Community Action **\$14,436**

Representative unable to attend – to be rescheduled.

LIFE Ministries **\$15,000**

Bill Connors, President, reviewed the program and services and noted the request is level funded.

Starting Point **\$6,728**

Representative unable to attend – to be rescheduled.

Kingswood Youth Center **\$5,000**

Zach Porter, Executive Director, reviewed the program and services; noting the request is level funded. He stated the organization receives funding from Ossipee, New Durham and Tuftonboro.

Matt Plache questioned the amount of funding from other towns.

Zach Porter stated the organization receives \$5,000 from Ossipee, \$1500 from New Durham and \$3,000 from Tuftonboro.

Tom Bell questioned the balance sheet and asked if the organization is allowed to hold bonds.

Zach Porter stated the organization has an endowment fund that helps to ensure sustainability of the organization. He stated their budget is \$206,000/year and the Board's goal is to build the fund. Steve Johnson asked if there is an annual draw from the endowment fund.

Zach Porter stated there hasn't been a need to draw from the fund for the past couple of years.

Amy Capone Muccio replied \$49,205.02 and noted three applications are pending approval.

John MacDonald questioned the year-to-date expenditure of utilities and Direct Assist - Other.

Amy Capone-Muccio replied \$157.64 for utilities and \$2,794 for Direct Assist - Other.

LIBRARY

Joyce Davis, Assistant Director and Co-Director, provided an update on the Library's activities. She stated the Library is seeking an IT and full-time director position; noting Cindy Scott has been hired as a consultant in the interim.

The Committee questioned legal and outside services and the increase in such.

Joyce Davis stated outside services include expenses related to wireless hosting, website hosting, technology management services, consulting, internet, cloud and email services, alarm system monitoring, high speed internet, QuickBooks services, consulting services, and Assabet Interactive Service.

Referencing Building Maintenance, Bob Loughman questioned the increase in such and questioned miscellaneous cleaning and repairs (\$5500).

Joyce Davis stated the Library has not been thoroughly cleaned inside or outside since the renovations.

Jim Pineo stated the cleaning services for the Public Safety Building is \$6800/year and feels the Library's funding request is reasonable.

Steve Johnson stated he would like the funding request to be less or equal to last year's request.

The Committee requested to revisit such on December 20th and asked for an updated year to date expense report through December 15th.

Steve Johnson questioned the increase in advertising.

Joyce Davis stated such relates to the job search for the open director position.

Bob Tougher questioned the decrease of propane by the BOS.

Cindy Scott stated such relates to the generator; noting it is on order and delivery is expected fall 2023. She stated at the time the funding request was submitted the cost was based on current pricing however the BOS have since negotiated a contracted price.

The Committee discussed generating revenue from the use of the meeting rooms and requested consideration of such.

Cindy Scott stated the Library receives donations from organizations.

Brian Black questioned the status of the landscaping project.

Joyce Davis stated the warrant article that passed allowed the expenditure of \$250,000 of private funds for landscaping and noted the project would be rebid in 2023.

Brian Black questioned the generator purchase.

Jim Pineo stated the generator has been purchased and delivery is expected fall 2023. He stated the Town is working with an electrical engineer, Lee Carroll, to configure wiring for the operation of the generator. He stated he hopes to receive grants through Homeland Security to offset the costs of such.

Bob Loughman asked if the cost for such would require an additional warrant article.

Jim Pineo stated such is unknown at this time.

ECONOMIC DEVELOPMENT

Bob Tougher stated the Committee requested the Chamber of Commerce submit financials annually; noting the Committee did not receive such this year. He requested review of such be tabled until the Committee receives the financial information.

The Committee requested the Chamber of Commerce submit a full financial report that models the agency submittals, membership (number of businesses) and, amount received from each membership.

Linda Murray noted that not all businesses are members of the Chamber of Commerce. She noted that she has raised \$2500 for fireworks (Last Night Committee).

III. Other Business

Jim Pineo requested the Committee enter nonpublic session under RSA 91-A:3,II (c) and (e).

It was moved by Bob Loughman and seconded by Tom Bell to enter non-public session at 7:38 PM under RSA 91-A:3,II(c), (e). Roll call vote; Bob Tougher - yes, John Burt – yes, John MacDonald – yes, Bob Moholland - yes, Tom Bell – yes, Matt Plache – yes, Steve Johnson – yes, Bob Loughman – yes, Brian Black - yes. The motion passed (9-0-0).

The Committee re-entered public session at 7:59 PM.

It was moved Bob Tougher and seconded by John Burt to seal the November 30, 2022 Wolfeboro Budget Committee non-public meeting minutes. Roll call vote; Bob Tougher - yes, John Burt – yes, John MacDonald – yes, Bob Moholland - yes, Tom Bell – yes, Matt Plache – yes, Steve Johnson – yes, Bob Loughman – yes, Brian Black - yes. The motion passed (9-0-0).

The nonpublic session minutes of November 30, 2022 were sealed by a 2/3 vote as required by law.

IV. Public Comment

None.

REVISIT ITEMS

- Library, Building Maintenance; updated year to date expense report – revisit scheduled for December 20th
- Library, Outside Services – revisit scheduled for December 20th
- CASA – date to be determined

It was moved by Bob Tougher and seconded by John Burt to adjourn the November 30, 2022 Budget Committee meeting. All members voted in favor. The motion passed.

There being no further business before the Committee, the meeting adjourned at 8:00 PM.

Respectfully Submitted,

Lee Ann Hendrickson

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