

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

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

Member Absent: Harold Parker, Member (excused).

Staff Present: Dave Owen, Town Manager, Pete Chamberlain, Finance Director, Christine Collins, Director of Parks and Recreation, Jim Collins, American Legion Post 118, Lee Ann Keathley, Secretary.

Chairman MacDonald called the meeting to order at 6:30 PM at the Abenaki Lodge.

Other Business

Dave Owen stated the BOS approved a 1.5% salary increase for nonunion personnel.

John MacDonald questioned whether step increases are given to employees.

PARKS AND RECREATION

PATRIOTIC PURPOSES

Jim Collins stated the funding request represents an increase of \$305 for a total request in the amount of \$6,650; noting such is a result of increased maintenance and costs for supplies for the number of veterans buried in the cemeteries.

Steve Johnson verified the funding request is for \$6,650; noting the Committee's figures reflect a request in the amount of \$7,435.

Jim Collins confirmed the 2017 request is \$6,650.

It was moved by Steve Johnson and seconded by Bob Tougher to decrease Patriotic Purposes 01-45831-830 from \$7,435 to \$6,650. All members voted in favor. The motion passed.

John Burt asked if the Town is involved with the 12/31 fireworks.

Christine Collins replied no, the Chamber of Commerce sponsors such. She stated the Town sponsors the 4th of July fireworks and fireworks during Winter Carnival.

John Burt requested a breakdown of the \$9,000 for fireworks for each event.

Christine Collins stated both events are included in the bid package.

ADMINISTRATION

Dave Owen stated that in theory, the Town has a step system however, steps haven't been given.

John Burt questioned the increase in dues and subscriptions.

Christine Collins stated the funding request accurately reflects current expenditures of that line item.

MAINTENANCE

Bob Tougher questioned the increase to hourly wages.

Dave Owen stated the department has had difficulty hiring people due to the wages being at a low level. He stated that he and Ms. Collins discussed how to address such and opted to hire a full time maintenance worker that would be split between maintenance during the summer and work at Pop Whalen during the winter.

Christine Collins stated that another issue involves the time that it takes to advertise, hire and train a person; noting that once such is done the season is over and the person leaves the position. She stated that due to the equipment being operated the person must be 18 or over and the department currently pays \$12.25/hour. Stated this year she was down one maintenance worker and one cemetery worker.

John MacDonald questioned the salary of a highway department employee.

Dave Owen stated a seasonal employee at the Solid Waste Facility receives \$14.69/hour therefore, that amount was incorporated into the funding request.

John MacDonald stated he would prefer to increase the wage rather than hire a full time employee and create a new position.

Dave Owen stated that if the Committee does not agree to support the request, that the two part time positions that were taken out of the budgets be reinstated.

Steve Johnson confirmed that Mr. MacDonald is recommending the request for a full time employee be eliminated.

Christine Collins stated the change would impact part time wages in both the Maintenance and Cemetery budgets. Referencing the proposed full time position, she stated half of the salary would be out of the Pop Whalen Enterprise Fund.

Luke Freudenberg stated the BOS took a lot of time reviewing the issue and felt it would enable the employee to have a vested interest and eliminate two part time positions.

John MacDonald requested one year at the increased salary rate to see how things go before adding a position.

It was moved by John MacDonald and seconded by Steve Johnson to decrease 01-45202-114 from \$105,110 to \$89,750 and adjust the 200 series accordingly. All members voted in favor. The motion passed.

It was moved by John MacDonald and seconded by Steve Johnson to increase 01-45202-117 from \$9,402 to \$18,804 and adjust the 200 series accordingly. All members voted in favor. The motion passed.

Bob Tougher questioned water; noting an over expenditure the last two years.

John Burt stated the 5 year average is \$416.

It was moved by John Burt and seconded by Bob Moholland to increase Water 01-45202-412 from \$377 to \$416. All members voted in favor. The motion passed.

BEACHES

John MacDonald questioned the maximum salary for lifeguards.

Christine Collins stated lifeguards are provided an annual increase of \$.25; noting there currently is no cap. She stated a goal for the upcoming year includes reviewing the salary of part time positions for day camp and summer positions and include a salary cap.

Bob Tougher questioned building maintenance; noting such is over expended by \$1,000.

Christine Collins stated there were emergency plumbing issues at both Brewster Beach and Carry Beach.

ABENAKI

No Changes.

POP WHALEN

Christine Collins requested funding for one part time employee be added back into the budget since the request for a full time employee was defunded.

It was moved by John MacDonald and seconded by Steve Johnson to decrease Hourly Wages 01-45890-114 from \$17,920 to \$0. All members voted in favor. The motion passed.

It was moved by John MacDonald and seconded by Steve Johnson to increase Part Time Wages 01-45890-117 from \$21,420 to \$35,700. All members voted in favor. The motion passed.

HOCKEY

No changes.

PROGRAMS

No changes.

COMMUNITY CENTER

No changes.

CLARK HOUSE

John Burt expressed concern regarding the rotting sill on one of the buildings and asked who owns the buildings.

Christine Collins stated the only building the Town doesn't own is the barn; noting that if the owners bring the building to code they will be giving it to the Town. She stated she is in communication with Gene Denu to address all outstanding issues relative to the maintenance of the Town owned buildings.

CEMETERIES

Christine Collins requested funding for one part time employee be added back into the budget since the request for a full time employee was defunded.

It was moved by Brian Black and seconded by Steve Johnson to increase Part Time Wages 01-41950-117 from \$8,461 to \$10,576. All members voted in favor. The motion passed.

PARKS AND RECREATION GENERAL FUND CAPITAL OUTLAY

01-49617-736 Upgrade Brewster Beach Bath House; \$9,500

Christine Collins stated the bath house is on Town water and sewer; noting there have been excessive leaks and one of the steel septic tanks had to be replaced and reconnected to the leach field.

01-49617-737 Carry Beach Bathrooms; \$4,500

Christine Collins stated there is a need to upgrade the bathrooms and explained there was an incident in which there was standing water around the toilet and in order to make the bathroom usable, emergency flushing was necessary.

01-49617-738 Brewster Beach Swim Team Docks; \$5,500

Christine Collins stated the request is to purchase new docks and have such professionally installed. She stated the current seasonal docks need replacing and are currently installed by Town staff; noting such is a safety and liability issue.

John MacDonald questioned whether the purchase could be put off one year.

Christine Collins stated there is a need for safe docks due to the amount of use of those docks. She stated the annual cost to install the docks is already incorporated into the operating budget.

01-49617-739 Resurfacing Foss Path; \$5,000

Christine Collins stated such could be postponed one year.

It was moved by Bob Tougher and seconded by Bob Moholland to decrease Resurfacing Foss Path 01-49617-739 from \$5,000 to \$0. All members voted in favor. The motion passed.

01-49617-740 Foss Field Complex Fencing Upgrade; \$5,000

Christine Collins stated the fencing is in need of upgrade.

01-49617-761 Replacing Outdated Playground Equipment; \$9,777

Christine Collins stated the intent would be to replace equipment that has broken and been removed from the playground. She stated the funding request reflects a cost estimate she received.

POP WHALEN CAPITAL OUTLAY

01-49617-730 Pop Whalen Commercial Fire Panel; \$2,058

Christine Collins stated the alarm panel has to be brought up to code and commercial grade.

01-49617-731 Resurface Half of Pop Whalen Parking Lot; \$21,500

Christine Collins stated that due to the cost to resurface the parking lot, she is proposing half of the parking lot be resurfaced.

Bob Tougher requested the balance of the Pop Whalen Enterprise Fund.

The Budget Committee has requested additional information for the following;

- Parks & Recreation, Patriotic Purposes, 01-45832-830; breakdown of costs for fireworks (4th of July and Winter Carnival)
- Pop Whalen Enterprise Fund; balance of such

It was moved by John Burt and seconded by Bob Moholland to adjourn the November 7, 2016 Budget Committee meeting. All members voted in favor.

There being no further business before the Committee, the meeting adjourned at 8:34 PM.

Respectfully Submitted,

Lee Ann Keathley

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