

Wolfeboro Board of Selectmen  
Public Meeting Minutes-Approved  
October 12, 2017

**Members present:** Chairman Luke Freudenberg, Brad Harriman, Linda Murray, Dave Bowers and Dave Senecal

**Staff present:** Town Manager David W. Owen, Finance Director Pete Chamberlin, Welfare Director Amy Capone-Muccio, Fire Chief James Pineo and Recording Secretary Michele Chamberlain

Chairman Freudenberg opened the meeting at 6:00 PM.

**Non-Public Session RSA 91-A:3, II**

Mr. Owen stated a non-public session is not needed.

**Budget Hearings**

**A. Welfare**

Amy Muccio addressed the Board. She stated her budget has decreased a lot. It is based on usage.

Linda Murray asked Ms. Muccio if there is less of a need in terms of support. She stated the Food Pantry is always packed.

Ms. Muccio agreed. She stated there are various reasons. She explained that affordable housing is an issue so a lot of people can't stay in Wolfeboro so they are going elsewhere. She stated people can't afford to live here and we can't afford to support them. There is a waiting list for Harriman Hill. There are not a lot of affordable apartments out there.

Linda Murray stated so we have low income rental properties but we don't have middle income apartments.

Ms. Muccio stated a typical apartment was around \$1,000.00 a month plus utilities but when they renovated the apartments they increased the rent to \$1,100.00 or \$1,200.00. The cost is not reasonable for two working parents. She stated August was a bad month because she lost 4 of her clients due to eviction. There was no way to solve the problem because we can't support long term rental needs.

Mr. Owen stated the budget was decreased by \$10,400.00.

Linda Murray stated she did not have a problem with the decrease but just wanted the reason clarified.

## **B. Executive**

Linda Murray questioned line 01-41301-117 Part Time Positions. She stated the people working in the Information Booth are only making \$9.50 per hour. She thought this rate of pay was low.

Mr. Owen thought the amount had been increased over the years.

Linda Murray asked to revisit this line. Also, she would like an explanation because all of the money from last year was not spent and it looks like they are down this year.

Linda Murray questioned line 01-41301-381 Cable Channel. It was increased by \$6,000.00. She stated the last couple of years the income to the Town has gone up but we have not given them any more money. She stated the last couple of years the amount has been the same at \$96,800.00. She thought it made sense to increase the amount.

Brad Harriman stated the New Durham franchise fee has been cut in half. They cut way back on their services with Wolfeboro Community Television. This was one of the driving factors to raise Wolfeboro's portion this year.

Linda Murray stated the Town has had a raise and the Town has taken it all. She stated she would like a date for the last time we gave them a raise.

Mr. Owen stated in next Wednesday's agenda Wolfeboro Community Television will be asking for \$6,000.00 for equipment upgrades.

Linda Murray requested to revisit line item 01-41301-381 Cable Channel.

Chairman Freudenberg questioned the last time the amount was increased.

Mr. Owen stated they have been given what they requested.

Kathy Barnard updated the Board on line 01-41301-870 Milfoil Treatment. She stated we are requesting an increase of \$815.00 due to the need to do a chemical treatment. There has not been a chemical treatment for two years.

Ms. Murray stated the expended amount of \$8,230.00 needs to be updated.

Ms. Barnard stated bills are still coming in.

## **C. Miscellaneous Executive**

Linda Murray stated we need \$8,000.00 to pay MRI. She suggested budgeting \$1,500.00 for ad expenses to line item 01-41900-850 Miscellaneous Executive Operating Expense.

**It was moved by Linda Murray and seconded by Dave Senecal to add \$1,500.00 to line item 01-41900-850 Miscellaneous Executive Operating Expense. Chairman Freudenberg abstained. Members voted and being none opposed, the motion passed.**

#### **D. Finance Department**

Pete Chamberlin addressed the Board. He stated the budget was the same as usual with one exception. Line item 01-41501-311 Consultants was increased as an estimated cost for MRI to perform professional recruitment for the Finance Director's position.

Brad Harriman questioned if there was any overlap time for training in the budget.

Pete Chamberlin stated no.

Linda Murray requested to revisit line item 01-41501-311 Consultants. She stated she did not think they needed to hire MRI.

Linda Murray questioned line 01-41501-210 Group Health Insurance. She asked what the difference was between the red and green insurance.

Mr. Chamberlin stated the red plan has a higher deductible and the plan is a little cheaper.

Chairman Freudenberg questioned line 01-41501-550 Printing.

Mr. Chamberlin stated they were over budget for 2017 but thought the amount of \$2,500.00 was ok for 2018.

The Finance Department requested an addition to line 01-41501-113 Finance Supervisory Salaries of \$5,600.00.

Mr. Owen stated the HR Coordinator/Finance Officer has taken additional responsibilities such as the Criminal Record checks, all of the Health Care implementation and reporting to the Internal Revenue Services.

**It was moved by Linda Murray and seconded by Dave Senecal to add \$5,600.00 to line 01-41501-113 Finance Supervisory Salaries making the new amount \$166,991.00. Members voted and being none opposed, the motion passed.**

#### **E. Technology**

Pete Chamberlin addressed the Board. He stated we have made great strides in technology. The overall budget is down by \$1,457.00.

## **F. Health**

No changes.

## **G. Economic Development Committee**

Kathy Eaton addressed the Board. She stated the budget is the same as last year.

Linda Murray stated line item 01-46520-117 Part Time Wages was not used a lot for 2017 because we had a hard time finding a secretary.

Ms. Eaton stated hopefully we will be able to keep Amy Muccio.

Linda Murray stated line item 01-46520-311 Consultants will not be needed. The Business Retention of Expansion Program has ended.

Dave Bowers questioned line item 01-46520-562 Advertising of \$500.00 for Fisherville.

Ms. Eaton stated it depends on the weather but she would like to leave it there.

## **H. Debt Service**

Pete Chamberlin addressed the Board. He stated these are our obligations.

Linda Murray stated nice reduction.

## **I. Fire/Rescue**

Fire Chief James Pineo addressed the Board. He stated he would like to thank the staff for all their hard work for putting this budget together. Some changes in the budget include the 2<sup>nd</sup> portion of raises from the Wage Study and losing a lease payment.

Linda Murray questioned line item 01-42200-113 Supervisory Salaries. She questioned if the next page where it states ½ job classification minimum increase if it was referring to the Wage Study. She suggested adding the words “Wage Study”.

Chief Pineo stated there was an increase of 1.6% to line item 01-42200-350 Medical Services. The line increased by \$3,881.25 bringing the total amount to \$246,459.25.

Linda Murray suggested putting an explanation for the increase.

Dave Owen stated line item 01-42200-380 Outside Services-HYD shows the hydrant fees at 17.5%.

Chairman Freudenberg questioned line item 01-42200-433 Machinery Maintenance.

Chief Pineo stated a lot of the maintenance happens during this time of year so it will be used.

Chairman Freudenberg questioned line item 01-42200-440 Rentals & Leases.

Chief Pineo stated the final payment has been made.

Linda Murray asked Mr. Owen why line item 01-42200-810 Travel & Meetings was reduced.

Mr. Owen stated we were looking for deductions.

### **J. Public Safety Building**

Linda Murray questioned line item 01-42901-412 Water and line item 01-42901-413 Sewer. She stated it looks like the lines are calculated quarterly not monthly. She stated it looks like that figure is not high enough.

Chief Pineo agreed. The 1" meter charge will increase to \$336.00 and the 2" meter charge will increase to \$696.00 with a Water Budget of \$3,462.12. The Sewer will increase by \$240.00 for a total of \$2,178.00.

### **K. Emergency Management**

Mr. Owen stated we have been awarded the grant to redo the emergency operations plan. We need to re-establish that committee.

Dave Senecal questioned if Chief Pineo had someone to do the work.

Chief Pineo stated Map Inc. will be hired.

Linda Murray questioned if line item 01-42900-610 Office Supplies would be used this year.

Chief Pineo stated we have used nothing so far.

Linda Murray suggested using the money or it could be cut.

### **Capital Outlay**

Chief Pineo stated the Fire/Rescue proposed decommissioning the municipal fire alarm system. The project estimate is \$50,000.00.

Chief Pineo stated the Fire/Rescue proposed a replacement of the 1,500' of 5" supply hose and hose tester. The project estimate is \$15,000.00.

Linda Murray questioned if these projects were urgent or could wait until next year.

Chief Pineo stated his first choice would be decommissioning the fire alarm system but the hose is necessary as well.

Linda Murray suggested making both projects urgent.

#### **L. Town Manager**

Linda Murray stated she had talked to Alan Gould from MRI and he felt we would run into problems if the old Town Manager and the new Town Manager had too much of an overlap. Mr. Gould suggested that we have a date when the new Town Manager would start and to hire Mr. Owen as a consultant for 1 or 2 days. One day at \$75.00 per hour would cost \$562.50 and two days would cost \$1,125.00.

Dave Bowers suggested at least two days.

Dave Senecal thought it should be 3 or 4 days.

Linda Murray stated a week would cost \$2,812.50. She stated the cost could be put in the Town Manager's budget or in the Board of Selectmen's miscellaneous account.

Dave Senecal recommended adding \$3,000.00 and if it isn't spent to put it back into the general fund.

Dave Senecal suggested changing line item 01-41302-311 Consultants to \$8,000.00.

Dave Owen stated \$5,000.00 goes away because it has already been encumbered.

**It was moved by Dave Senecal and seconded by Linda Murray to change line item 01-41302-311 Consultants to \$3,000.00. Chairman Freudenberg abstained. Members voted and being none opposed, the motion passed.**

The Board discussed the salary range for the new Town Manager, line item 01-41302-113 Supervisory Salaries. It was decided to add \$5,000.00 making the amount \$131,848.00.

Linda Murray stated line item 01-41302-210 Health Insurance has money for Dave Owen as well as Paul Skowron.

#### **Other Business**

Mr. Owen stated next Thursday at 1:00 PM Governor Sununu will be in this building. He will be making stops around the State about Energy Conservation.

**It was moved by Dave Senecal and seconded by Brad Harriman to adjourn at 7:03 PM. Members voted and being none opposed, the motion passed.**

Respectfully Submitted,  
Michele Chamberlain