

**Wolfeboro Board of Selectmen  
Public Meeting Minutes  
Budget Meeting  
October 13, 2021**

**Members present:** Chairman Linda Murray, Vice Chairman Dave Senecal, Brad Harriman, and Brian Deshaies.

**Staff present:** Town Manager James Pineo, Finance Director Kathryn Carpentier, Acting Fire Chief Thomas Zotti, Fire Executive Assistant Cathy LaPierre, Planning and Development Director Tavis Austin, Chairman of Economic Development Committee Dave Mahar and Recording Secretary Amy Capone Muccio.

Chairman Murray opened the meeting at 6:00 PM.

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

Chairman stated that there is not a need for non-public session.

**Consideration of Minutes**

N/A

**Public Hearing(s)**

N/A

**Public Comment (limited to 3 minutes per person not to exceed 15 minutes)**

None

**Bulk Vote**

N/A

**Board/Committee Appointments**

N/A

**New Business**

***A Discussion: Budget Hearing 2022***

**1. Economic Development Committee**

Ms. Carpentier stated this is a level funded budget.

Chairman Murray suggested adding to the notes under the part time wages the committee currently does not have a recording secretary which is why no funds have been used.

## **2. Fire and Rescue**

Mr. Pineo introduced the budget and explained the increases which are primarily due to NH Retirement. He stated this budget includes a request for an additional Fire Fighter starting in July of 2022.

Acting Chief Zotti addressed the Board to explain the reason for the additional Fire Fighter is due to staffing needs. He stated the Department has run with the same amount of staff since 2013, but the number of calls has dramatically increased. He stated they also have staffing struggles to cover shifts for vacations and time off. He stated the department has been working to increase the pool of Call Fire Fighters to use and currently only have one Call member who can cover a shift if needed. They do have two Call members that will be able to do this in the near future.

Mr. Pineo stated he supports this request as the department has struggled with the Kelly day shift and ideally it makes sense to have three staff members on duty for a shift.

Mr. Senecal stated there are some Fire Fighters with extensive service, do they anticipate any retirements?

Acting Chief Zotti replied, that there are some that will qualify for retirement and it is a risk that could happen but right now he doesn't know of any retirements. He stated they are actively working on a plan to address the future.

Chairman Murray stated this budget is up significantly and feels they need to make a compromise on the new hire or additional overtime. She stated it would be irresponsible of them to leave this much of an increase in the budget. She feels they could decrease overtime to \$60,000 which would still be an increase.

Acting Chief Zotti replied that overtime is 94% expended to date. If he is going to have to pick one, he would choose the additional help. He stated that shift coverages are done through overtime.

Mr. Deshaies questioned why they are so low in vehicle maintenance line 1-42200-433.

Acting Chief Zotti replied that a lot of the testing and maintenance takes place at this time of year, just today a part in the amount of \$2,200 was ordered. They have implemented a new maintenance tracking system this year.

Chairman Murray suggested the Board revisit the salary increases and overtime and work out a compromise.

Mr. Deshaies noted that the other compensation line is looking okay maybe they could use some of those funds.

Ms. Carpentier replied that line covers the holiday pay and the department is a 24/7 operation that is staffed on holidays and there are lots of holidays coming up.

Chairman Murray questioned \$3,920.42 spent to date in line 1-42200-430 vehicle maintenance line and what could be reduced.

Acting Chief Zotti replied that this line hasn't had postings to it yet, but will be having some soon.

Mr. Pineo noted he just signed some PO's this week for this line.

Chairman Murray suggested they revisit this line to see the current expenditure.

Mr. Deshaies questioned the increase in general operating supplies.

Mr. Pineo noted that the previous Chief merged this line with .740.

Chairman Murray stated that should be noted in the notes to be clear.

Mr. Deshaies questioned the increase in Professional Development.

Acting Chief Zotti replied that this line is used for training of new call members and the props for regular staff training as well. He has some invoices pending to be received to get posted to this line this year.

Mr. Deshaies questioned if they have a commitment policy for that training.

Acting Chief Zotti replied currently they do not, but he is working a plan as there is some value to training call members who can apply for open positions as they come up.

### ***Emergency Management***

None comments

### ***Public Safety Building***

Chairman Murray questioned 01-42901-638 propane usage vs. price compared to what has been spent.

Acting Chief Zotti replied he calculated the usage cost based on the five year average.

Mr. Pineo suggested they revisit this line.

### ***Ambulance Services***

Ms. Carpentier stated this line has a 3% place holder for the contract.

### ***Capital Outlay***

Mr. Pineo introduced the requests and stated that in discussions with Acting Chief Zotti, the priority request is the tools over the boat.

Acting Chief Zotti replied in reviewing and making a pick, the tools are outdated and the newer tools have a compatible portable battery vs a different battery for each tool.

Chairman Murray thanked them for the presentation.

## **2. Planning and Zoning**

### ***Zoning Board of Adjustment***

Mr. Pineo introduced the budgets, the first budget Zoning Board of Adjustment is down 22.1%

Tavis Austin addressed the Board to review these budgets.

Chairman Murray questioned if the Board has a recording secretary.

Mr. Austin replied, they have not had for a month.

Chairman Murray noted the clerical salaries line should note that, so it is clear why it is not currently showing expenditures posted to it. She also noted there should be some explanation to the increase in line 1-41304-562 Advertising.

Mr. Austin replied that they need to start including the notices of decisions in the newspaper.

Chairman Murray replied she thought they always did that in the past.

### ***Planning Board***

Mr. Pineo introduced this budget and noted a decrease in the amount of 10.8%.

Chairman Murray questioned if this Board has a recording secretary.

Mr. Tavis replied no, it had the same secretary who has been gone a month.

Chairman Murray suggested adding the same note to make that clear. She questioned the impact fees and that does not include the water and sewer.

Mr. Austin replied that is correct and is an estimate for 2022.

### ***Planning Department***

Mr. Pineo introduced this budget that has an 18.4% decrease.

No comments.

### ***Brewster Building***

Brewster Building was tabled it was missing a page of the budget.

### ***Code Enforcement***

Mr. Pineo introduced this budget that reflects a 2% increase.

Mr. Austin noted that the Codes Officer position will be vacant soon.

Mr. Senecal questioned how many applications have been received.

Mr. Austin replied two.

**It was moved by Linda Murray and seconded by Dave Senecal to amend lines in the Library budget to reflect as followed: 1-45500-113, Supervisory Salaries to \$123,900, 1-45500-220 Payroll Taxes to \$26,105 and 1-45500-230 Retirement to \$27,584. Members voted, being all in favor, the motion passed.**

**Other Business**

None

**Committee Reports**

None

**Town Manager's Report**

None

**Questions from the Press**

None

**Public Input**

**(Limited to 3 minutes per resident and not to exceed 15 minutes in total)**

None

Being no other business before the Board, Chairman Murray entertained a motion to adjourn.

**It was moved by Dave Senecal and seconded by Brad Harriman to adjourn at 7:10 PM. Roll call vote; Linda Murray-yes, Brian Deshaies-yes, Brad Harriman-yes, Dave Senecal-yes, and Luke Freudenberg-yes. Being none opposed, the motion passed.**

Respectfully Submitted,  
*Amy Capone Muccio*