

**Wolfeboro Board of Selectmen
Meeting Minutes Budget Hearing
October 16, 2023**

Members present:

Chairman Brad Harriman, Vice Chair Luke Freudenberg, Dave Senecal, Linda Murray, and Brian Deshaies.

Staff present:

Town Manager, James S. Pineo, Christine Collins, Director of Parks and Recreation; Assistant Director Parks and Recreation Beau Betz, Kathryn Carpentier, Finance Director; Chuck Smith, Director of Operations Abenaki/Pop Whalen Ice and Arts Center.

Chairman Harriman opened the meeting at 6:00 PM. Before Parks and Recreation BoS budget review, three welfare agencies attending for budget review.

Jeanne Robillard, CEO Tri-County CAP: Level request for 2024, \$14,436. Request based on per capita. Services for Wolfeboro include low-income fuel assistance at top of list. \$336,500 in services provided last year.

Mr. Harriman: Any board questions? None. We'll take it under advisement.

Tarah Bergeron CASA of NH: provides BoS CASA annual report. **\$2000 – level funding in 2024** request funding for advocates who support children in Wolfeboro. Could not take some cases last year because there are not enough advocates; funding helps recruit new advocates to help children.

Mr. Harriman: Any board questions?

Mrs. Murray: Notes that volunteers have saved the state about \$3.5 million yearly. Important for public to know.

Ms. Bergeron: Agrees. When CASA advocate not available, State provides representation. When there is a volunteer CASA it saves money. Children have someone in their corner; CASA meets with children monthly to support them.

Mr. Harriman: Thank you. No one here from Lakes Region VNA?

Mr. Pineo: They are not online.

Mr. Harriman: Parks and Recreation budget review now.

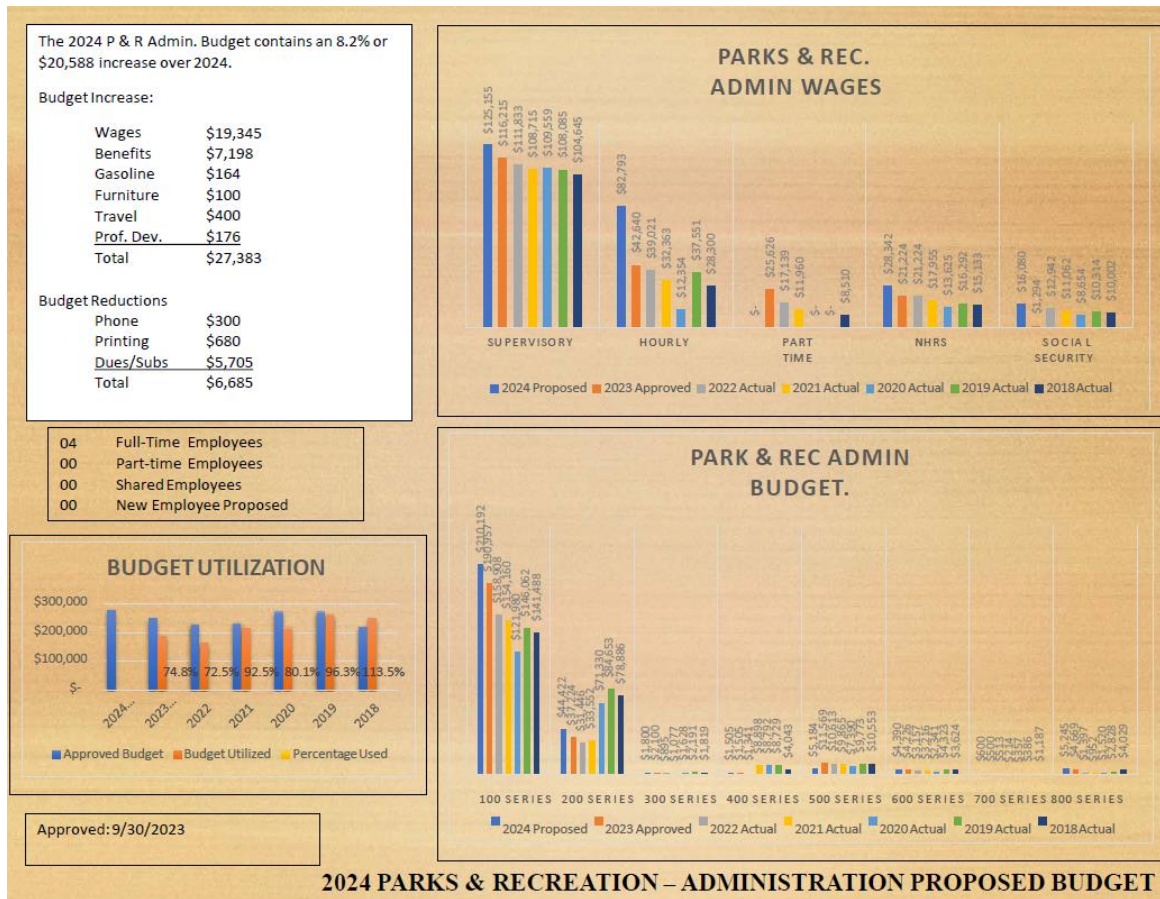
Mr. Pineo: First, Oct. 12 budget review led to additional BoS operating budget cuts. Two-day budget cut total = \$107,192; there's progress. Additionally, documents provided to BoS: list of warrant articles and funding mechanisms. Warrant articles have not been through legal review – first drafts; Some are articles that may be anticipated are not included:

- Locker room lease agreements for Back Bay Hockey
- Locker room lease agreements for Brewster Academy
- Lease agreement Wolfeboro Historical Society
- Discussion re: used ambulance
- Lakes Region Pickleball group – not sure about
- IT extendable/expendable trust

Mr. Pineo: Budget Review - Parks and Recreation. Christine Collins, Director Parks and Recreation Director; Assistant Director Beau Betz. 2024 P&R proposed budget contains a 8.2% increase, \$20,588 over 2023. Transitioned a position from part-time to full-time. Four full time staff are in the budget.

Ms. Collins: Made some cuts already. Will mention as we come to these items.

➤ **Administration** [slide/details below]



Run: 9/27/23 8:54AM		2024 TOWN MANAGER BUDGET					Page: 74 KCarpentier ReportBudgetMF	
		Town of Wolfeboro						
		1 2021 Actuals	2 2022 Actuals	3 2023 Budget	4 2023 YTD Actuals	5 2024 Dept Head Request	6 2024 Town Mgr. Budget	7 2024 vs 2023 %
		As of DEC 2021	As of DEC 2022	As of DEC 2023	As of SEP 2023			
Parks Administration								
01-45201-113	SUPERVISORY SALARIES	108,715.04	113,919.20	120,540.00	85,122.08	121,977.00	125,155.00	3.83%
01-45201-114	HOURLY WAGES	32,382.89	28,802.84	42,840.00	38,480.12	82,793.00	82,793.00	94.17%
01-45201-117	PART TIME WAGES	11,980.00	14,898.84	26,597.00	9,987.88		0.00	-100.00%
01-45201-133	PHONE STIPEND	980.00	990.00	1,080.00	810.00	1,440.00	1,440.00	33.33%
01-45201-140	OVERTIME	161.83	499.71	100.00	1,039.34	3,218.00	804.00	704.00%
100 Series Total		154,159.56	158,908.19	190,957.00	135,399.38	209,428.00	210,192.00	10.07%
01-45201-210	HEALTH INSURANCE	0.00	0.00	0.00	0.00		0.00	0.00%
01-45201-215	GROUP LIFE INSURANCE	630.00	0.00	0.00	0.00		0.00	0.00%
01-45201-218	DISABILITY	1,231.41	0.00	0.00	0.00		0.00	0.00%
01-45201-219	DENTAL INSURANCE	0.00	0.00	0.00	0.00		0.00	0.00%
01-45201-220	SOCIAL SECURITY	11,062.30	11,467.20	14,808.00	9,825.17	16,021.00	16,080.00	10.08%
01-45201-230	RETIREMENT	17,855.27	19,978.73	22,616.00	17,571.91	28,238.00	28,342.00	25.32%
01-45201-250	UNEMPLOYMENT COMP	51.49	0.00	0.00	0.00		0.00	0.00%
01-45201-260	WORKERS COMPENSATION	2,621.80	0.00	0.00	0.00		0.00	0.00%
200 Series Total		33,552.27	31,445.93	37,224.00	27,497.08	44,259.00	44,422.00	19.34%
01-45201-341	TELEPHONE	1,078.84	895.37	2,100.00	1,468.59	1,800.00	1,800.00	-14.29%
01-45201-380	OUTSIDE SERVICES	0.00	0.00	0.00	0.00		0.00	0.00%
300 Series Total		1,078.84	895.37	2,100.00	1,468.59	1,800.00	1,800.00	-14.29%
01-45201-430	VEHICLE MAINTENANCE	588.79	15.73	500.00	849.70	500.00	500.00	0.00%
01-45201-433	COPIER MAINTENANCE	0.00	151.00	605.00	929.00	605.00	605.00	0.00%
01-45201-434	OFFICE EQUIP MAINT	800.66	480.48	0.00	0.00		0.00	0.00%
01-45201-440	RENTALS & LEASES	6,650.53	693.78	400.00	399.96	400.00	400.00	0.00%
01-45201-480	INSURANCE	878.00	0.00	0.00	0.00		0.00	0.00%
400 Series Total		8,897.98	1,340.99	1,505.00	2,178.66	1,505.00	1,505.00	0.00%

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01-45201-550	PRINTING	1,979.50	2,597.89	4,160.00	2,298.53	3,480.00	3,480.00	-16.35%
01-45201-560	DUES & SUBSCRIPTIONS	6,754.00	6,743.90	6,709.00	7,237.66	1,004.00	1,004.00	-85.04%
01-45201-562	ADVERTISING	1,131.40	1,272.00	700.00	852.20	700.00	700.00	0.00%
500 Series Total		9,864.90	10,613.79	11,569.00	10,388.39	5,184.00	5,184.00	-55.19%
01-45201-620	OFFICE SUPPLIES	2,408.73	2,172.10	2,650.00	2,480.15	2,650.00	2,650.00	0.00%
01-45201-625	POSTAGE	69.39	36.75	100.00	23.04	100.00	100.00	0.00%
01-45201-635	GASOLINE	738.06	947.90	1,476.00	1,438.79	1,840.00	1,640.00	11.11%
600 Series Total		3,216.18	3,156.75	4,226.00	3,921.98	4,390.00	4,390.00	3.88%
01-45201-750	FURNITURE & FIXTURES	214.21	513.61	500.00	0.00	600.00	600.00	20.00%
700 Series Total		214.21	513.61	500.00	0.00	600.00	600.00	20.00%
01-45201-810	TRAVEL & MEETINGS	296.00	363.24	2,600.00	2,615.19	3,000.00	3,000.00	15.38%
01-45201-820	PROFESSIONAL DEVELOPMENT	657.00	1,033.75	2,089.00	900.00	2,245.00	2,245.00	8.51%
01-45201-880	COVID-19 RELATED EXPENSES	0.00	0.00	0.00	0.00		0.00	0.00%
800 Series Total		952.00	1,396.99	4,669.00	3,515.19	5,245.00	5,245.00	12.34%
Parks Administration Total		211,933.94	208,271.62	252,750.00	184,369.27	272,411.00	273,338.00	8.15%

DISCUSSION

Mrs. Murray: 100 series questions- supervisory salaries; town manager increased what department. Was that a miscalculation?

Mrs. Carpentier: Town Manager got approval for 3.5% increase for non-union positions. That is throughout the budget under Town Manager direction.

Mrs. Murray: OK.

Mr. Harriman: Line 140 overtime- why a drop?

Mr. Pineo: Looked at past history and was fair to back down OT line.

Mrs. Carpentier: Especially with the new full-time position.

Ms. Collins: Line 550 printing cut to \$3280 - \$200 cut.

Moved by Mr. Freudenberg. Second Mrs. Murray to reduce Line 55 – printing by \$200 to \$3280. Approved 5-0

Mr. Harriman: Line 560- dues and subscriptions cut drastically.

Ms. Collins: That's the recreation software for online registration was moved to the IT budget for clarity.

Ms. Collins: Line 625 – postage- reduced to \$50.

MOTION Mrs. Murray Line 625 – postage- reduced to \$50; Second Mr. Deshaies. APPROVED 5-0

Mr. Harriman: Line 750- furniture - you'll spend the 2023 allocation this year?

Ms. Collins: Yes. Purchase order in transition; not pulled yet.

Mrs. Murray: Should make sure the P.O. gets on this before budget goes to budget committee.

Mr. Deshaies: 800- going to more professional development/travel; explain three different conferences and who attends.

Ms. Collins: Three conferences

- Northern New England: ME, NH, MA- usually in NH in Jan.; two people go.
- National parks and recreation conference: different places in U.S. Bigger spectrum; lots of sessions/classes. Attending helps keep her parks and rec certification current.

Mr. Deshaies: Northern NE Parks/Conferences times two; then it says Northern N.E. Recreation and Parks Conference -times three.

Ms. Collins: some sessions daytime; there is a day option; no hotel needed; in person/some do not need travel.

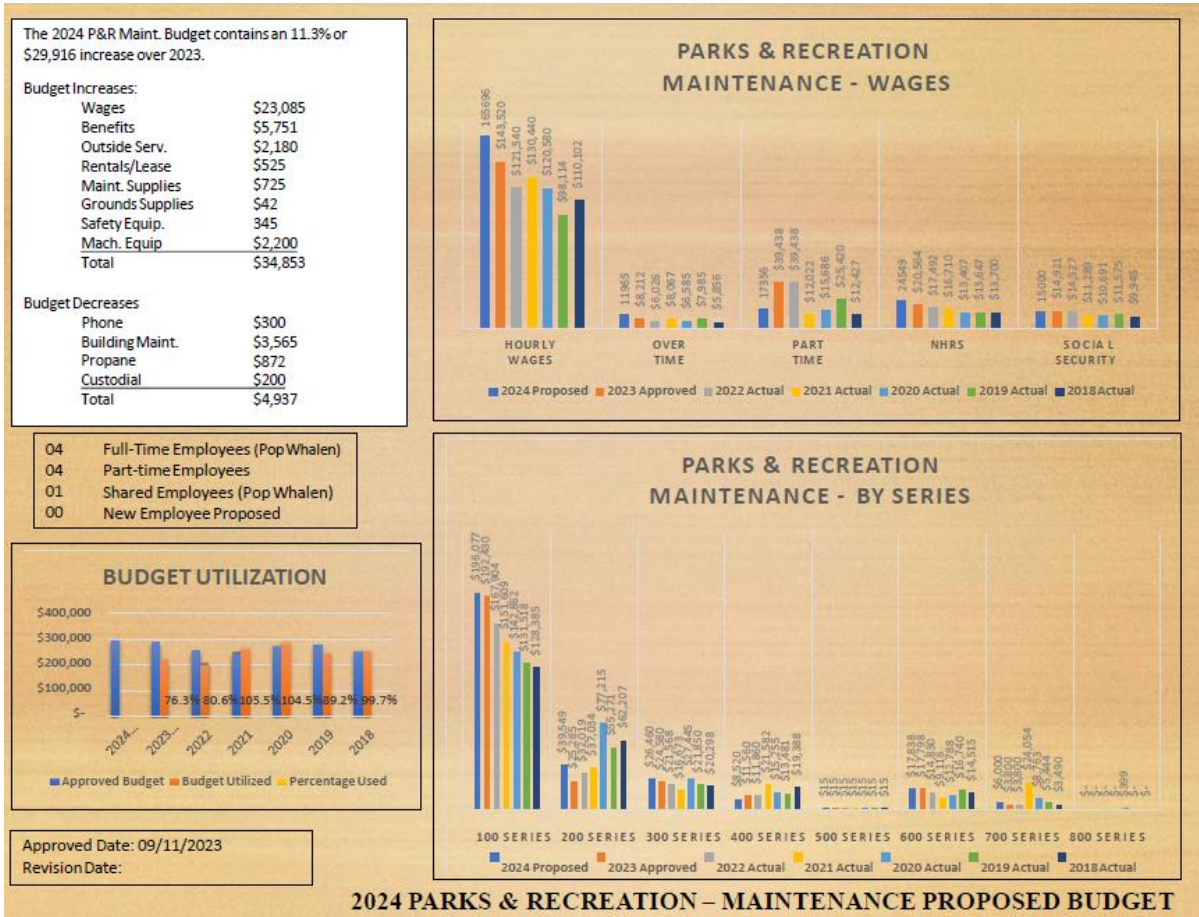
Mrs. Murray: Will this be spent this year? Is there more?

Ms. Collins: P.O. is done; being processed.

➤ **Maintenance** *[slide/details below]*

Mr. Pineo: 11.3% increase in 2024 = \$29,916 over 2023. Added a fulltime person to parks and rec maintenance budget. Trying to keep this as level as we can. Maintenance was better in parks and cemeteries this year.

Ms. Collins: shuffled some allocations to better appropriate funds.



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Parks Maintenance								
01-45202-114	HOURLY WAGES	130,439.84	111,774.28	143,520.00	108,719.16	165,696.00	165,696.00	15.45%
01-45202-117	PART TIME WAGES	12,021.81	20,683.01	20,000.00	16,418.46	20,356.00	17,356.00	-13.22%
01-45202-133	PHONE STIPEND	1,080.00	900.00	1,280.00	765.00	1,260.00	1,260.00	0.00%
01-45202-140	OVERTIME	8,067.15	11,622.12	8,212.00	12,526.44	8,426.00	11,765.00	43.27%
100 Series Total		151,608.80	144,979.41	172,992.00	138,429.06	195,738.00	196,077.00	13.34%
01-45202-210	HEALTH INSURANCE	0.00	0.00	0.00	0.00		0.00	0.00%
01-45202-215	GROUP LIFE INSURANCE	565.77	0.00	0.00	0.00		0.00	0.00%
01-45202-218	DISABILTIY	1,004.94	0.00	0.00	0.00		0.00	0.00%
01-45202-219	DENTAL INSURANCE	0.00	0.00	0.00	0.00		0.00	0.00%
01-45202-220	SOCIAL SECURITY	11,288.88	11,084.54	13,234.00	10,227.42	14,974.00	15,000.00	13.34%
01-45202-230	RETIREMENT	16,709.88	17,700.75	20,564.00	16,384.39	22,810.00	24,549.00	19.38%
01-45202-250	UNEMPLOYMENT COMP	82.88	0.00	0.00	0.00		0.00	0.00%
01-45202-260	WORKERS COMPENSATION	7,381.17	0.00	0.00	0.00		0.00	0.00%
200 Series Total		37,033.52	28,785.29	33,798.00	26,611.81	37,784.00	39,549.00	17.02%
01-45202-341	TELEPHONE	289.08	335.17	1,380.00	112.53	1,080.00	1,080.00	-21.74%
01-45202-380	OUTSIDE SERVICES	16,384.22	33,493.44	23,200.00	22,677.86	25,380.00	25,380.00	9.40%
300 Series Total		16,673.30	33,828.61	24,580.00	22,790.39	26,460.00	26,460.00	7.65%
01-45202-410	ELECTRICITY	2,681.33	3,034.22	3,070.00	1,707.13	3,070.00	3,070.00	0.00%
01-45202-412	WATER	630.68	616.80	650.00	641.46	650.00	650.00	0.00%
01-45202-430	VEHICLE MAINTENANCE	867.37	4,188.04	500.00	1,486.00	500.00	500.00	0.00%
01-45202-431	GROUNDS MAINTENANCE	61.51	0.00	0.00	0.00		0.00	0.00%
01-45202-433	MACHINERY MAINTENANCE	2,404.39	1,605.34	1,800.00	2,809.41	1,800.00	1,800.00	0.00%
01-45202-435	BUILDING MAINTENANCE	12,346.80	9,289.92	4,565.00	4,476.81	1,000.00	1,000.00	-78.09%
01-45202-440	RENTALS & LEASES	523.00	32.00	975.00	659.99	1,500.00	1,500.00	53.85%

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01-45202-480	INSURANCE	2,067.00	0.00	0.00	0.00		0.00	0.00%
400 Series Total		21,582.08	18,766.32	11,560.00	11,780.80	8,520.00	8,520.00	-26.30%
01-45202-560	DUES AND SUBSCRIPTIONS	15.00	15.00	15.00	15.00	15.00	15.00	0.00%
500 Series Total		15.00	15.00	15.00	15.00	15.00	15.00	0.00%
01-45202-610	GEN OPERATING SUPPLIES	1.50	0.00	0.00	0.00		0.00	0.00%
01-45202-630	MAINTENANCE SUPPLIES	1,172.01	4,379.05	1,075.00	2,072.81	1,800.00	1,800.00	67.44%
01-45202-635	GASOLINE	2,855.74	5,274.77	5,576.00	4,096.16	5,576.00	5,576.00	0.00%
01-45202-636	DIESEL	26.21	71.99	100.00	18.11	100.00	100.00	0.00%
01-45202-638	PROPANE	1,328.29	3,496.06	3,104.00	1,843.52	2,232.00	2,232.00	-28.09%
01-45202-640	CUSTODIAL SUPPLIES	1,111.26	899.38	1,930.00	466.37	1,730.00	1,730.00	-10.36%
01-45202-650	GROUNDSKEEPING SUPPLIES	995.33	1,274.93	2,378.00	2,403.98	2,420.00	2,420.00	1.77%
01-45202-680	SAFETY EQUIPMENT	1,625.17	2,981.38	3,635.00	2,039.47	3,980.00	3,980.00	9.49%
600 Series Total		9,115.51	18,377.56	17,798.00	12,940.42	17,838.00	17,838.00	0.22%
01-45202-710	LAND/LAND IMPROVEMENTS	5,045.44	11,672.47	2,500.00	6,303.97	2,500.00	2,500.00	0.00%
01-45202-740	MACHINERY & EQUIPMENT	19,008.99	17,537.44	1,300.00	-999.15	3,500.00	3,500.00	169.23%
700 Series Total		24,054.43	29,209.91	3,800.00	5,304.82	6,000.00	6,000.00	57.89%
01-45202-880	COVID-19 RELATED EXPENSES	0.00	917.00	0.00	0.00		0.00	0.00%
800 Series Total		0.00	917.00	0.00	0.00	0.00	0.00	0.00%
Parks Maintenance Total		260,082.64	274,879.10	264,543.00	217,872.30	292,355.00	294,459.00	11.31%

DISCUSSION

Mrs. Murray: Shouldn't we have less overtime – line 140 - with another staff person?

Ms. Collins: Tries to avoid OT. Sometimes needed: winter storms; mechanical problems; road races.

This is automatically calculated.

MOTION by Mrs. Murray to reduce line 140 OT to 2023 figure \$8212. Second Mr. Freudenberg

Discussion on motion

Mr. Deshaies: I would be OK using the department head request which was \$8426. Assuming town manager brought OT up to \$11,700 referring to 2022 and 2023 YTD spending.

Mrs. Murray: If we added a fulltime employee and looking for places to cut, it makes sense to go back to 2023 allocation – that's my motion.

Ms. Collins: We went over; we were down people and in transition. Time needed to get up to speed. We could probably make that work.

MOTION APPROVED 5-0

Mrs. Murray: Line 410 – electricity. Let's revisit 440. Want to see if there's money that could be cut – perhaps about \$700 based on this year.

Mr. Harriman: Agrees on revisit.

Mr. Deshaies: Line 440- Can we save money on outside landscaper and avoid tractor rental for landscaping?

Ms. Collins: Will have talk to foreman.

Mr. Deshaies: Rental cost vs. employee cost.

Mrs. Murray: Line 636; Diesel costs are for what?

Ms. Collins: For pressure washer machine. Some might have been done; it's a small unit, could be dropped to \$50.

MOTION Mrs. Murray to reduce line 636 to \$50. Second Mr. Freudenberg. Approved 5-0.

Mr. Deshaies: Please explain machinery and equipment line 740.

Ms. Collins: Some expenditures were under building maintenance line 435, so I adjusted it in the budget.

Minus \$999+.

Ms. Collins: Had KC add that. Zero spent so far this year.

Mrs. Carpentier: Shouldn't be a negative number; but if they had a previous year P.O. that was not processed yet it looks negative.

Mrs. Murray: Change that in the budget so it's not negative; by the time it goes to the budget committee.

➤ **Beaches .** *[slide/details below]*

Mr. Pineo: 2024 decrease in the budget of 8.16% = \$1082

The 2024 Beaches Budget contains an 8.16% or \$10,082 decrease in the budget.

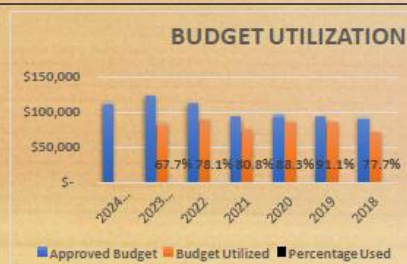
Budget Increases

Building Maint.	\$3,762
<u>Land Improve.</u>	<u>\$1,000</u>
Total	\$4,762

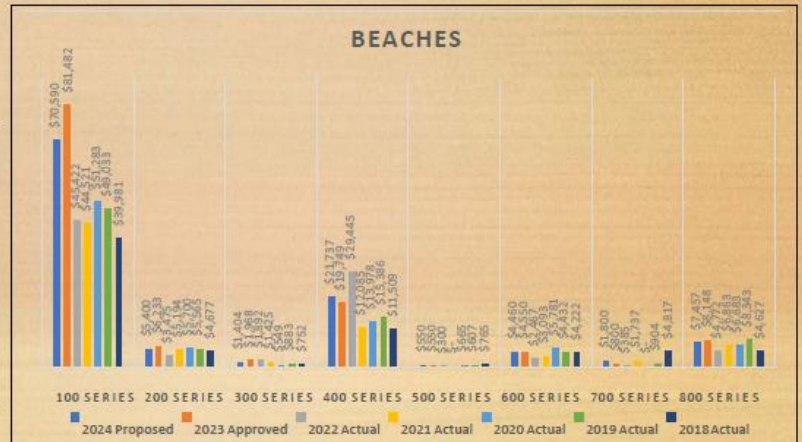
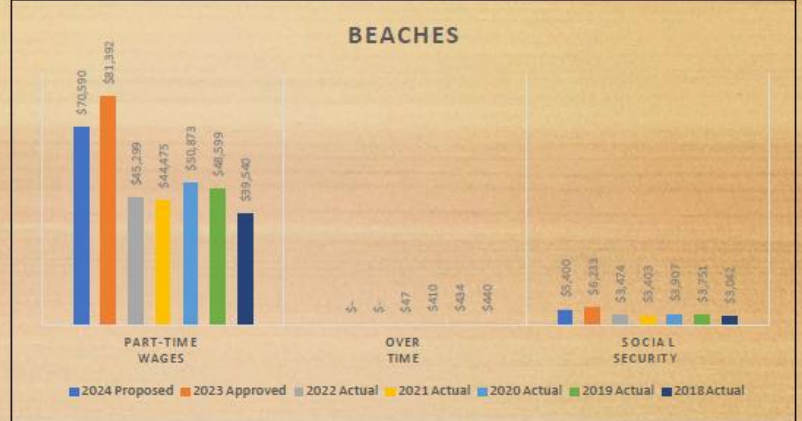
Budget Reductions

Wages	\$10,892
Benefits	\$833
Phone	\$564
Water	\$919
Sewer	\$355
Grounds Maint.	\$500
Safety Equip.	\$90
Travel	\$103
Prof. Develop.	\$200
Programs	\$100
Misc.	\$288
Total	\$14,844

00	Full-Time Employees
13	Part-time Employees
00	Shared Employees
00	New Employee Proposed



Date Approved: 09/30/2023
Revision Date:



2024 PARKS & RECREATION – BEACHES PROPOSED BUDGET

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Beaches								
01-45203-117	PART TIME WAGES	44,474.94	45,299.74	81,392.00	44,260.50	83,590.00	70,590.00	-13.27%
01-45203-133	TELEPHONE	0.00	0.00	90.00	0.00	90.00	0.00	-100.00%
01-45203-140	OVERTIME	46.50	122.44	0.00	78.88		0.00	0.00%
100 Series Total		44,521.44	45,422.18	81,482.00	44,337.38	83,680.00	70,590.00	-13.37%
01-45203-220	SOCIAL SECURITY	3,402.55	3,474.81	6,233.00	3,391.85	6,402.00	5,400.00	-13.36%
01-45203-250	UNEMPLOYMENT COMP	71.60	0.00	0.00	0.00		0.00	0.00%
01-45203-260	WORKERS COMPENSATION	1,720.58	0.00	0.00	0.00		0.00	0.00%
200 Series Total		5,194.73	3,474.81	6,233.00	3,391.85	6,402.00	5,400.00	-13.36%
01-45203-341	TELEPHONE	1,425.33	1,892.03	1,668.00	1,223.08	1,104.00	1,104.00	-33.81%
01-45203-351	MEDICAL	0.00	0.00	300.00	536.68	300.00	300.00	0.00%
01-45203-380	OUTSIDE SERVICES	0.00	0.00	0.00	4,179.80		0.00	0.00%
300 Series Total		1,425.33	1,892.03	1,968.00	5,939.56	1,404.00	1,404.00	-28.66%
01-45203-410	ELECTRICITY	773.09	681.49	880.00	546.17	880.00	880.00	0.00%
01-45203-412	WATER	1,026.78	1,591.81	2,419.00	1,000.56	1,500.00	1,500.00	-37.99%
01-45203-413	SEWER	199.62	199.62	973.00	245.69	618.00	618.00	-36.40%
01-45203-431	GROUNDS MAINTENANCE	1,106.16	21,213.85	4,645.00	2,741.30	4,645.00	4,145.00	-10.76%
01-45203-432	COMMUNICATIONS MAINT	0.00	186.71	400.00	0.00	400.00	400.00	0.00%
01-45203-435	BUILDING MAINTENANCE	7,504.56	1,886.95	5,432.00	8,109.52	9,194.00	9,194.00	69.26%
01-45203-440	RENTALS & LEASES	1,350.00	3,885.00	5,000.00	5,250.00	5,000.00	5,000.00	0.00%
01-45203-480	INSURANCE	125.00	0.00	0.00	0.00		0.00	0.00%
400 Series Total		12,085.21	29,445.43	19,749.00	17,893.24	22,237.00	21,737.00	10.07%
01-45203-560	DUES & SUBSCRIPTIONS	0.00	300.00	550.00	600.00	550.00	550.00	0.00%
500 Series Total		0.00	300.00	550.00	600.00	550.00	550.00	0.00%
01-45203-620	OFFICE SUPPLIES	148.03	150.00	150.00	178.14	150.00	150.00	0.00%

Run: 9/27/23 8:54AM		2024 TOWN MANAGER BUDGET				Page: 79 KCarpentier ReportBudgetMF		
		Town of Wolfeboro						
		1 2021 Actuals	2 2022 Actuals	3 2023 Budget	4 2023 YTD Actuals	5 2024 Dept Head Request	6 2024 Town Mgr. Budget	7 2024 vs 2023 %
		As of DEC 2021	As of DEC 2022	As of DEC 2023	As of SEP 2023			
01-45203-630	MAINTENANCE SUPPLIES	1,274.35	1,270.21	2,100.00	2,824.09	2,100.00	2,100.00	0.00%
01-45203-680	SAFETY EQUIPMENT	1,670.73	1,047.65	2,300.00	1,859.08	2,210.00	2,210.00	-3.91%
600 Series Total		3,093.11	2,467.86	4,550.00	4,681.31	4,460.00	4,460.00	-1.98%
01-45203-710	LAND/LAND IMPROVEMENTS	1,737.29	385.40	800.00	2,691.20	1,800.00	1,800.00	125.00%
700 Series Total		1,737.29	385.40	800.00	2,691.20	1,800.00	1,800.00	125.00%
01-45203-810	TRAVEL & MEETINGS	45.92	116.48	300.00	0.00	197.00	197.00	-34.33%
01-45203-820	PROFESSIONAL DEVELOPMENT	1,773.83	1,292.95	2,575.00	646.00	2,375.00	2,375.00	-7.77%
01-45203-830	PROGRAMS	2,809.65	693.00	2,875.00	1,000.00	2,775.00	2,775.00	-3.48%
01-45203-850	MISC OPERATING EXPENSE	1,942.00	2,670.00	2,398.00	2,226.00	2,110.00	2,110.00	-12.01%
01-45203-880	COVID-19 RELATED EXPENSES	291.44	0.00	0.00	0.00		0.00	0.00%
800 Series Total		6,862.84	4,772.43	8,148.00	3,871.00	7,457.00	7,457.00	-8.48%
Beaches Total		74,919.95	88,160.14	123,480.00	83,585.54	127,990.00	113,398.00	-8.16%

Run: 9/27/23 8:54AM		2024 TOWN MANAGER BUDGET					Page: 79 KCarpentier ReportBudgetMF	
		Town of Wolfeboro						
		1 2021 Actuals	2 2022 Actuals	3 2023 Budget	4 2023 YTD Actuals	5 2024 Dept Head Request	6 2024 Town Mgr. Budget	7 2024 vs 2023 %
		As of DEC 2021	As of DEC 2022	As of DEC 2023	As of SEP 2023			
01-45203-630	MAINTENANCE SUPPLIES	1,274.35	1,270.21	2,100.00	2,824.09	2,100.00	2,100.00	0.00%
01-45203-680	SAFETY EQUIPMENT	1,670.73	1,047.65	2,300.00	1,859.08	2,210.00	2,210.00	-3.91%
600 Series Total		3,093.11	2,467.86	4,550.00	4,661.31	4,460.00	4,460.00	-1.98%
01-45203-710	LAND/LAND IMPROVEMENTS	1,737.29	385.40	800.00	2,691.20	1,800.00	1,800.00	125.00%
700 Series Total		1,737.29	385.40	800.00	2,691.20	1,800.00	1,800.00	125.00%
01-45203-810	TRAVEL & MEETINGS	45.92	116.48	300.00	0.00	197.00	197.00	-34.33%
01-45203-820	PROFESSIONAL DEVELOPMENT	1,773.83	1,292.95	2,575.00	645.00	2,375.00	2,375.00	-7.77%
01-45203-830	PROGRAMS	2,809.65	693.00	2,875.00	1,000.00	2,775.00	2,775.00	-3.48%
01-45203-850	MISC OPERATING EXPENSE	1,942.00	2,670.00	2,398.00	2,226.00	2,110.00	2,110.00	-12.01%
01-45203-880	COVID-19 RELATED EXPENSES	291.44	0.00	0.00	0.00		0.00	0.00%
800 Series Total		6,862.84	4,772.43	8,148.00	3,871.00	7,457.00	7,457.00	-8.48%
Beaches Total		74,919.95	88,160.14	123,480.00	83,585.54	127,990.00	113,398.00	-8.16%

DISCUSSION

Mrs. Murray: Line 117; Town Manager took about \$12,000 out of that. We spent in 2021- \$44,000; 2022 - \$45,000; YTD 2023 - \$44,000; proposing \$70,000 for 2024; Can we cut that back.

Ms. Collins: Was a rainy summer. Staffing budget for beaches based on attendance Memorial Day-Labor Day.

Mrs. Murray: Can it be cut back?

Ms. Collins: When school lets out. Have to crunch numbers.

Mrs. Murray: REVISIT line 117 and perhaps get more out of that line.

Mr. Freudenberg: Line 341 telephone appropriation at beach?

Ms. Collins: It's for the security cameras. No telephones at the beaches.

Mrs. Murray: Adjust line item to indicate camera – not phone.

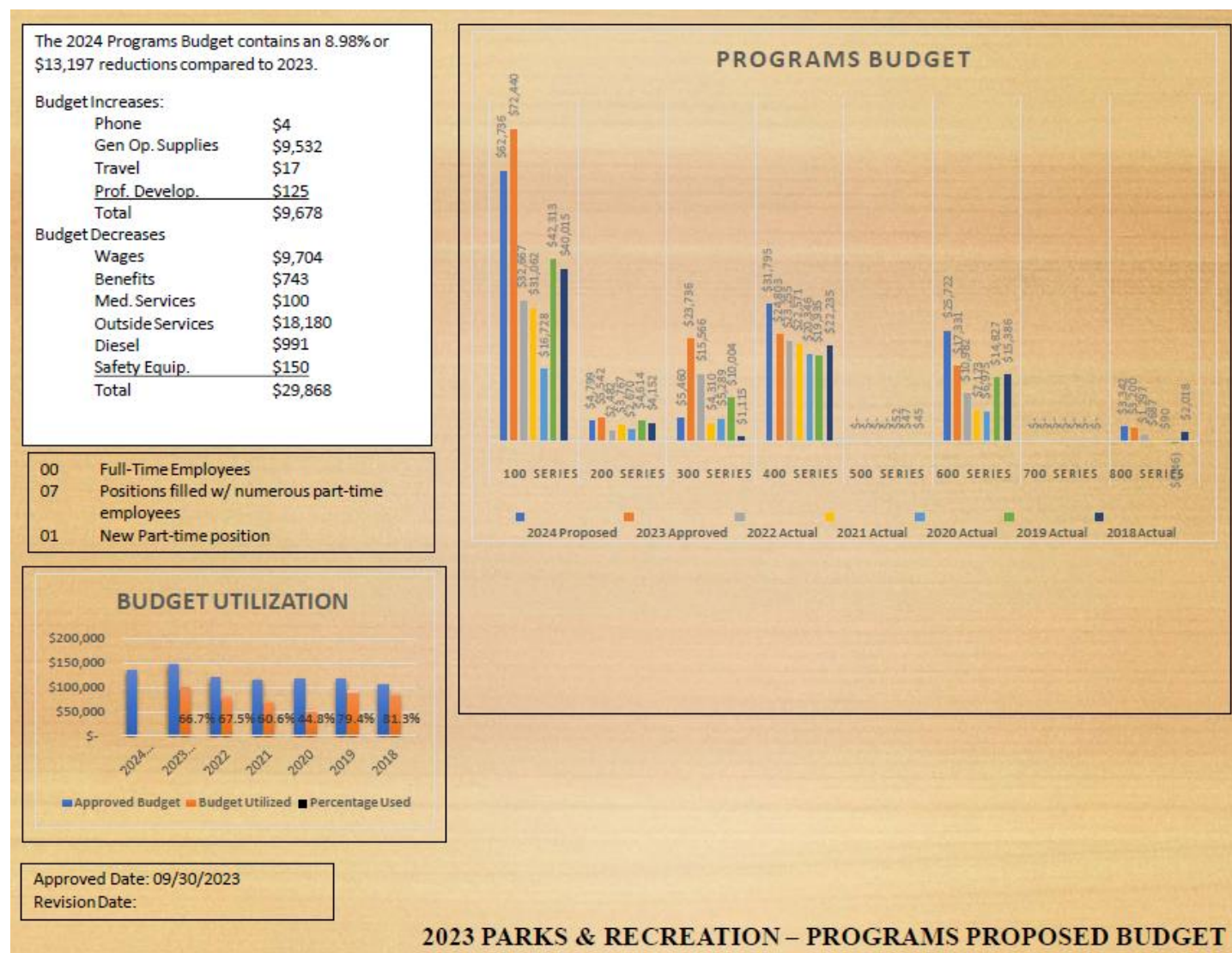
Ms. Collins: Line 830-programs. Swim team did not run this year. We could reduce by \$2195 to leave enough for the parade fee; perpetual placque and state swim fees and other things this year.

Mrs. Murray: That leaves \$675.

MOVED by Mr. Freudenberg to reduce line 830 – programs – to \$675. Second Mrs. Murray. Approved 5-0.

➤ **Programs** [slide/details below]

Mr. Pineo: 2024 programs budget – reduction of 8.98% - \$13,197 compared to 2023.



Run: 9/27/23
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Town of Wolfeboro

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		1 2021 Actuals	2 2022 Actuals	3 2023 Budget	4 2023 YTD Actuals	5 2024 Dept Head Request	6 2024 Town Mgr. Budget	7 2024 vs 2023 %
		As of DEC 2021	As of DEC 2022	As of DEC 2023	As of SEP 2023			
Programs								
01-45206-117	PART TIME WAGES	31,062.00	32,624.74	72,440.00	39,750.51	70,360.00	62,736.00	-13.40%
01-45206-140	OVERTIME	0.00	42.02	0.00	520.13		0.00	0.00%
100 Series Total		31,062.00	32,666.76	72,440.00	40,270.64	70,360.00	62,736.00	-13.40%
01-45206-220	SOCIAL SECURITY	2,376.24	2,481.81	5,542.00	3,080.80	5,383.00	4,799.00	-13.41%
01-45206-250	UNEMPLOYMENT COMP	69.64	0.00	0.00	0.00		0.00	0.00%
01-45206-260	WORKERS COMPENSATION	1,321.13	0.00	0.00	0.00		0.00	0.00%
200 Series Total		3,767.01	2,481.81	5,542.00	3,080.80	5,383.00	4,799.00	-13.41%
01-45206-341	TELEPHONE	1,089.36	911.91	1,076.00	828.20	1,080.00	1,080.00	0.37%
01-45206-350	MEDICAL SERVICES	0.00	398.40	400.00	0.00	300.00	300.00	-25.00%
01-45206-380	OUTSIDE SERVICES	3,220.38	14,266.04	22,260.00	8,918.29	4,080.00	4,080.00	-81.67%
300 Series Total		4,309.74	15,566.35	23,736.00	9,746.49	5,460.00	5,460.00	-77.00%
01-45206-410	ELECTRICITY	2,833.88	4,441.35	3,677.00	3,174.96	3,677.00	3,677.00	0.00%
01-45206-412	WATER	654.60	608.80	664.00	636.36	664.00	664.00	0.00%
01-45206-413	SEWER	545.34	454.72	540.00	549.05	540.00	540.00	0.00%
01-45206-435	BUILDING MAINTENANCE	0.00	0.00	0.00	1,345.67	6,992.00	6,992.00	100.00%
01-45206-440	RENTALS & LEASES	18,482.00	17,752.00	19,922.00	19,922.00	19,922.00	19,922.00	0.00%
01-45206-480	INSURANCE	55.30	0.00	0.00	0.00		0.00	0.00%
400 Series Total		22,571.12	23,254.87	24,803.00	25,628.04	31,795.00	31,795.00	28.19%
01-45206-520	INSURANCE	0.00	0.00	0.00	0.00		0.00	0.00%
500 Series Total		0.00	0.00	0.00	0.00	0.00	0.00	0.00%
01-45206-610	GEN OPERATING SUPPLIES	7,173.18	10,713.86	14,845.00	17,340.41	24,177.00	24,177.00	65.09%
01-45206-636	DIESEL	0.00	228.32	2,486.00	503.85	1,495.00	1,495.00	-39.86%
01-45206-680	SAFETY EQUIPMENT	0.00	40.68	200.00	200.00	50.00	50.00	-75.00%
600 Series Total		7,173.18	10,982.86	17,331.00	18,044.26	25,722.00	25,722.00	48.42%

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		Town of Wolfeboro						
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		As of DEC 2021	As of DEC 2022	As of DEC 2023	As of SEP 2023			
01-45206-810	TRAVEL & MEETINGS	0.00	146.03	265.00	245.63	282.00	282.00	6.42%
01-45206-820	PROFESSIONAL DEVELOPMENT	687.00	1,151.50	2,935.00	1,050.00	3,080.00	3,080.00	4.26%
01-45206-830	PROGRAMS	0.00	0.00	0.00	0.00		0.00	0.00%
800 Series Total		687.00	1,297.53	3,200.00	1,295.63	3,342.00	3,342.00	4.44%
Programs Total		69,570.05	86,250.18	147,052.00	98,065.86	142,062.00	133,854.00	-8.98%

DISCUSSION

Mrs. Murray: Line 117 Part-time wages? Anything for senior programs staff time in that line

Ms. Collins: Yes – under referee – one senior programming assistant; 14 hours for 52 weeks.

Mrs. Murray: Could we not do that in line 117– and instead take that money from donation account of the \$25,000.

Mrs. Carpentier: Technically no - Because it's a hire through payroll. You can have offsetting revenue; but it's still an expense.

Mrs. Murray: [to board] Are we comfortable drawing that amount of the donation account; we could indicate here it's offsetting revenue from the \$25,000 donated in 2023.

Mr. Freudenberg. Yes.

Mr. Deshaies: [to Ms. Collins] Is that were you'd like to use that \$25,000?

Ms. Collins: Some is in wages and in the programming line for actual trips and programs. It's the same

money; coming from a different line.

Mrs. Murray: The less we gave to take from the tax rate – the donation should be used. Perhaps put an asterisk on that one and indicate we'll transfer the funds in from the donation account.

MOTION Mrs. Murray for line 117 – part-time wages, indicate with an asterisk that we'll transfer the funds to line 117 from the donation account. Second Mr. Freudenberg. Approved 5-0.

Ms. Collins: Line 350 medical services; reduce to \$150.

MOTION by Mr. Freudenberg to reduce Line 350 medical services to \$150. Second Mr. Deshaies. Approved 5-0.

Mrs. Murray: Line 435- building maintenance- trying to understand the increase.

Ms. Collins: Building maintenance is for pavilion; bathroom cleaning under outside services; moved it because I figured it should be with the building.

Mr. Freudenberg asks about outside services to clean Town Docks bathrooms.

Ms. Collins explains she broke out budget amounts – pavilion bathrooms; Then some for Albee and some for Abenaki; same group of people doing the other ones.

Mrs. Murray suggests Ms. Collins make a notation under building maintenance “moved from outside services” so the budget committee understands what you've done.

Ms. Collins: Yes.

Mr. Harriman: Lines 412 and 413; water and sewer – and on beaches portion; are the beaches/pavilion bathrooms year-round?

Ms. Collins: The past year, pavilion bathrooms used since our offices were there. Pavilion bathrooms can be open year round, but we have to make that decision in advance. Past year, two were open; other was drained for winter. This year, no intention to keep them open since it's not plowed there.

Mr. Harriman: Asked because we have the monthly unit charges for water and sewer; for the pavilion if they're shut down for 4-5 months, could that be reduced. – beaches, too.

Ms. Collins: not sure since funds are usually all used.

Mrs. Murray: We should revisit those lines – 412 and 413. When those bathrooms built, intention was to winterize them but only use them when there was a big event or need.

Mr. Harriman: Also revisit under beaches , line 412 and 413 for water and sewer.

Mr. Deshaies: Line 610 – general operating supplies; is that shuffled from another budget line?

Ms. Collins: This line increased because we added seniors programming and meals at the bottom. Want to reduce by \$820 in order to save.

Mrs. Murray: Where will you put on the meals?

Ms. Collins: We've been doing senior meals at Abenaki once a month.

MOTION Mr. Deshaies to reduce line 610 – general operating supplies by \$820 to \$23,357. Second Mr. Harriman. Approved 5-0.

Mr. Deshaies: Line 820- professional development; will 2023 amount be spent?

Ms. Collins: If there are background checks – under 18 don't do them. Did not do professional development – some people hired already CPR and first aid. I budget based on who we hire; depends on who we hire and needs.

Mrs. Murray: Revisit the entire parks/rec programs budget to see if any of the \$25,000. We might want

to apply more from the donation to items.

➤ **Community Center** [slide/details below]

Mr. Pineo: Internet connectivity is at the center now; a major increase in that budget.

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Community Center								
01-45207-341	TELEPHONE	187.81	0.00	0.00	574.10		1,392.00	100.00%
300 Series Total		187.81	0.00	0.00	574.10	0.00	1,392.00	100.00%
01-45207-410	ELECTRICITY	235.77	346.20	594.00	216.43	594.00	594.00	0.00%
01-45207-411	HEAT & OIL	1,813.35	2,606.31	4,032.00	2,039.30	2,308.00	2,308.00	-42.76%
01-45207-412	WATER	259.68	527.11	321.00	201.72	339.00	339.00	5.61%
01-45207-413	SEWER	252.12	253.31	338.00	204.21	351.00	351.00	3.85%
01-45207-435	BUILDING MAINTENANCE	3,148.49	3,820.43	3,463.00	2,635.67	5,807.00	5,807.00	67.60%
01-45207-480	INSURANCE	254.00	0.00	0.00	0.00		0.00	0.00%
400 Series Total		5,963.41	7,453.36	8,748.00	5,297.33	9,399.00	9,399.00	7.44%
01-45207-640	HOUSEKEEPING SUPPLIES	0.00	0.00	150.00	141.75	150.00	150.00	0.00%
600 Series Total		0.00	0.00	150.00	141.75	150.00	150.00	0.00%
01-45207-740	FURNITURE & FIXTURES	0.00	0.00	300.00	644.00	300.00	300.00	0.00%
700 Series Total		0.00	0.00	300.00	644.00	300.00	300.00	0.00%
Community Center Total		6,151.22	7,453.36	9,198.00	6,657.18	9,849.00	11,241.00	22.21%

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Town Docks								
01-45208-140	OVERTIME	0.00	11,175.90	14,592.00	10,289.93	14,592.00	14,592.00	0.00%
100 Series Total		0.00	11,175.90	14,592.00	10,289.93	14,592.00	14,592.00	0.00%
01-45208-220	SOCIAL SECURITY	0.00	854.96	1,116.00	0.00	1,116.00	1,116.00	0.00%
01-45208-230	RETIREMENT	0.00	1,571.33	2,052.00	0.00	1,974.00	1,974.00	-3.80%
200 Series Total		0.00	2,426.29	3,168.00	0.00	3,090.00	3,090.00	-2.46%
01-45208-680	SAFETY EQUIPMENT	0.00	0.00	300.00	363.30	300.00	300.00	0.00%
600 Series Total		0.00	0.00	300.00	363.30	300.00	300.00	0.00%
Town Docks Total		0.00	13,602.19	18,060.00	10,653.23	17,982.00	17,982.00	-0.43%

DISCUSSION [slide/details below]

Mr. Harriman: Some of the telephone is for a camera there?

Ms. Collins: No. There's a phone; the bulk is for internet service.

Mrs. Murray: Is this – telephone increase - because we changed to First Light?

Mr. Pineo: No – because addition of internet services at community center.

Mr. Deshaies: Can you indicate telephone/internet services?

Ms. Collins/Mr. Pineo: Yes.

Mr. Freudenberg: Line 435; stripping and waxing the center floor yearly?

Ms. Collins: Doing it this year – not next; pulled \$985 out.

Mr. Freudenberg: Center needs painting; front at least. Can we move the \$985 to some painting?

Mr. Pineo: That may not cover it.

Mrs. Murray: Maybe we should do the painting.

Mr. Freudenberg: At least the front of the building. Let's revisit it.

Mrs. Carpentier: Not deleting the \$985?

Mr. Freudenberg: Keep it there for now. Line 435.

➤ **Town Docks** [slide/details below]

Mr. Pineo: Cost was down due to weather.

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		As of DEC 2021	As of DEC 2022	As of DEC 2023	As of SEP 2023			
Town Docks								
01-45208-140	OVERTIME	0.00	11,175.90	14,592.00	10,289.93	14,592.00	14,592.00	0.00%
100 Series Total		0.00	11,175.90	14,592.00	10,289.93	14,592.00	14,592.00	0.00%
01-45208-220	SOCIAL SECURITY	0.00	854.96	1,116.00	0.00	1,116.00	1,116.00	0.00%
01-45208-230	RETIREMENT	0.00	1,571.33	2,052.00	0.00	1,974.00	1,974.00	-3.80%
200 Series Total		0.00	2,426.29	3,168.00	0.00	3,090.00	3,090.00	-2.46%
01-45208-680	SAFETY EQUIPMENT	0.00	0.00	300.00	363.30	300.00	300.00	0.00%
600 Series Total		0.00	0.00	300.00	363.30	300.00	300.00	0.00%
Town Docks Total		0.00	13,602.19	18,060.00	10,653.23	17,982.00	17,982.00	-0.43%

DISCUSSION

Mr. Senecal: Line 680- Will that cover the new safety ring?

Mr. Pineo: I believe it does.

➤ **Patriotic Purposes/American Legion** [slide/details below]

Ms. Collins: Level funding; Nothing changed from 2023 request from American Legion.

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Patriotic Purposes								
01-45831-830	AMERICAN LEGION	6,830.00	7,083.00	11,236.00	11,236.00	11,236.00	11,236.00	0.00%
800 Series Total		6,830.00	7,083.00	11,236.00	11,236.00	11,236.00	11,236.00	0.00%
Patriotic Purposes Total		6,830.00	7,083.00	11,236.00	11,236.00	11,236.00	11,236.00	0.00%

DISCUSSION:

Mrs. Murray: Legion used its 2023 appropriation?

Ms. Collins: Yes.

➤ **Fireworks** [slide/details below]

Ms. Collins: Three-year contract – increased by \$1000. \$13,000 this year; \$14,000 - 2024; \$14,500-20235 – will check that. Locked in for three years.

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		As of DEC 2021	As of DEC 2022	As of DEC 2023	As of SEP 2023			
Fireworks								
01-45832-830	FIREWORKS	7,500.00	21,200.00	13,000.00	23,040.00	14,000.00	14,000.00	7.69%
800 Series Total		7,500.00	21,200.00	13,000.00	23,040.00	14,000.00	14,000.00	7.69%
Fireworks Total		7,500.00	21,200.00	13,000.00	23,040.00	14,000.00	14,000.00	7.69%

DISCUSSION

Mr. Deshaies: Does YTD - \$23,400 - include donation for the laser light show (summer 2023)?

Mrs. Carpentier: That's what was spent; \$10,000 offset by a donation. You don't net down the expense; you increase the budget.

Mr. Deshaies: Should we note for budget committee that it's laser light and fireworks in that line?

Mrs. Murray: Agrees. To clarify for budget committee.

Mrs. Carpentier: Aren't we moving that to the EDC for 2024? You can't put a note on 2023 actual spending.

Mr. Pineo: Could have an itemization of expenses.

Mrs. Murray: Want them to know we did not overspend.

Mr. Freudenberg: Have we thought about getting fireworks sponsors to offset expenses.

Ms. Collins: OK.

➤ **Clark House** [slide/details below]

Mr. Pineo: There is an upcoming capital outlay request for Clark House.

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		1 2021 Actuals	2 2022 Actuals	3 2023 Budget	4 2023 YTD Actuals	5 2024 Dept Head Request	6 2024 Town Mgr. Budget	7 2024 vs 2023 %
		As of DEC 2021	As of DEC 2022	As of DEC 2023	As of SEP 2023			
Clark House								
01-45892-410	ELECTRICITY	1,078.46	1,111.62	1,076.00	582.40	1,076.00	1,076.00	0.00%
01-45892-412	WATER	222.49	238.04	626.00	162.55	635.00	635.00	1.44%
01-45892-413	SEWER	483.23	357.17	646.00	204.21	646.00	646.00	0.00%
01-45892-435	BUILDING MAINTENANCE	6,914.66	11,526.57	5,544.00	5,965.01	5,676.00	5,676.00	2.38%
01-45892-480	INSURANCE	388.00	0.00	0.00	0.00		0.00	0.00%
400 Series Total		9,086.84	13,233.40	7,892.00	6,914.17	8,033.00	8,033.00	1.79%
01-45892-630	MAINTENANCE SUPPLIES	48.04	16.59	200.00	0.00	400.00	400.00	100.00%
01-45892-650	GROUNDSKEEPING SUPPLIES	369.98	6,000.00	300.00	0.00	300.00	300.00	0.00%
600 Series Total		418.02	6,016.59	500.00	0.00	700.00	700.00	40.00%
01-45892-830	PROGRAMS	4,300.00	4,300.00	4,300.00	4,300.00	4,300.00	4,300.00	0.00%
01-45892-880	COVID-19 RELATED EXPENSES	0.00	0.00	0.00	0.00		0.00	0.00%
800 Series Total		4,300.00	4,300.00	4,300.00	4,300.00	4,300.00	4,300.00	0.00%
Clark House Total		13,804.86	23,549.99	12,692.00	11,214.17	13,033.00	13,033.00	2.69%

DISCUSSION

Mrs. Murray: Same water issue here? Line 412 + Sewer 413.

Ms. Collins: We can drop the \$500 from water; for sewer \$22.90 x12 = \$371. Water - \$135; Sewer \$371.

MOTION Mr. Harriman reduce line 412 water – to \$135. Second Mr. Senecal. Approved 5-0

MOTION Mr. Harriman reduce line 413 sewer to \$371. Second Mr. Senecal. Approved 5-0

➤ **Cemeteries** [slide/details below]

Mr. Pineo: Contains 16.2% or \$4788 reduction; new full-time employee helpful in maintaining cemeteries. Will continue to use trust fund money for store repair/restoration.

Run: 9/27/23 8:54AM		2024 TOWN MANAGER BUDGET					Page: 24 KCarpentier ReportBudgetMF	
		Town of Wolfeboro						
		1 2021 Actuals	2 2022 Actuals	3 2023 Budget	4 2023 YTD Actuals	5 2024 Dept Head Request	6 2024 Town Mgr. Budget	7 2024 vs 2023 %
		As of DEC 2021	As of DEC 2022	As of DEC 2023	As of SEP 2023			
Cemeteries								
01-41950-117	PART TIME WAGES	7,165.20	5,777.00	25,183.00	3,388.50	27,530.00	20,726.00	-17.70%
100 Series Total		7,165.20	5,777.00	25,183.00	38,088.50	27,530.00	20,726.00	-17.70%
01-41950-220	SOCIAL SECURITY	444.25	358.17	1,926.00	210.10	2,106.00	1,586.00	-17.65%
01-41950-250	UNEMPLOYMENT COMP	30.41	0.00	0.00	0.00		0.00	0.00%
01-41950-260	WORKERS COMPENSATION	1,230.52	0.00	0.00	0.00		0.00	0.00%
200 Series Total		1,705.18	358.17	1,926.00	210.10	2,106.00	1,586.00	-17.65%
01-41950-412	WATER	1,136.87	616.80	626.00	641.46	635.00	635.00	1.44%
400 Series Total		1,136.87	616.80	626.00	641.46	635.00	635.00	1.44%
01-41950-640	MEMORIALS	406.90	0.00	0.00	0.00		0.00	0.00%
01-41950-650	GROUNDSKEEPING SUPPLIES	823.83	1,121.85	1,750.00	8,880.16	1,750.00	1,750.00	0.00%
600 Series Total		1,230.73	1,121.85	1,750.00	8,880.16	1,750.00	1,750.00	0.00%
Cemeteries Total		11,237.98	7,873.82	29,485.00	13,120.22	32,021.00	24,697.00	-16.24%

DISCUSSION

Mrs. Murray: Line 117 -Why only \$3388 spent this year?

Ms. Collins: No restoration this year. No one available to do it. Got to some cemeteries; did not hire part-time people; mostly full-time people doing cemeteries. Part-time people hired; limited hours; comes out of cemeteries and maintenance budgets.

Member from public speaks off microphone- compliments town for care of cemetery.

Mr. Harriman: Check on line 412 – water for cemeteries.

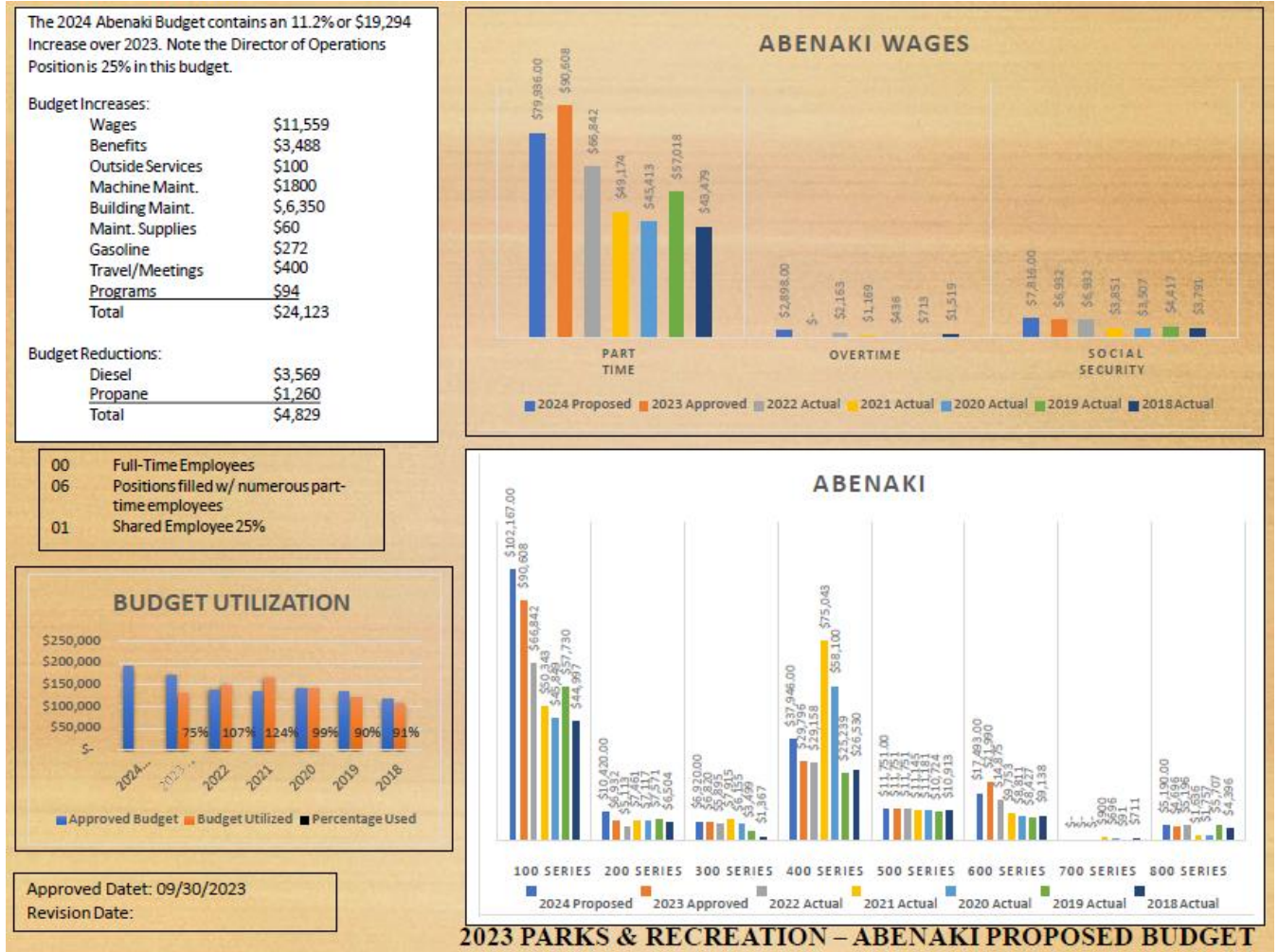
Ms. Collins: Revisit Line 412. KC informed me on the American Legion, not all 2023 money was spent yet. Done a different way this year; they submit funding requests and parks/rec pays the bills. I'll follow up with them to see that all bills have been submitted.

Mrs. Carpentier: Revisit Patriotic/American Legion?

Mrs. Murray: Yes.

➤ **Abenaki** [slide/details below]

Mr. Pineo: 11.2%=\$19,294 increase; part because of wages associated with director; looked at budget; 25% of director of operations wages go to Abenaki; 75% to Pop Whalen. Chuck Smith here to answer questions.



Run: 9/27/23 8:54AM		2024 TOWN MANAGER BUDGET Town of Wolfeboro					Page: 80 KCarpentier ReportBudgetMF	
		1 2021 Actuals As of DEC 2021	2 2022 Actuals As of DEC 2022	3 2023 Budget As of DEC 2023	4 2023 YTD Actuals As of SEP 2023	5 2024 Dept Head Request	6 2024 Town Mgr. Budget	7 2024 vs 2023 %
Abenaki								
01-45204-113	SUPERVISORY SALARIES	0.00	0.00	0.00	0.00		19,243.00	100.00%
01-45204-117	PART TIME WAGES	49,174.43	51,734.30	90,608.00	72,022.00	91,936.00	79,936.00	-11.78%
01-45204-133	PHONE STIPEND	0.00	0.00	0.00	0.00		90.00	100.00%
01-45204-140	OVERTIME	1,168.52	2,793.19	0.00	2,713.50		2,898.00	100.00%
100 Series Total		50,342.95	54,527.49	90,608.00	74,735.50	91,936.00	102,167.00	12.76%
01-45204-220	SOCIAL SECURITY	3,851.32	4,171.35	6,932.00	5,717.31	7,033.00	7,816.00	12.75%
01-45204-230	RETIREMENT	0.00	0.00	0.00	0.00		2,604.00	100.00%
01-45204-250	UNEMPLOYMENT COMP	78.47	0.00	0.00	0.00		0.00	0.00%
01-45204-260	WORKERS COMPENSATION	3,530.80	0.00	0.00	0.00		0.00	0.00%
200 Series Total		7,460.59	4,171.35	6,932.00	5,717.31	7,033.00	10,420.00	50.32%
01-45204-351	MEDICAL	326.53	487.00	600.00	150.00	600.00	600.00	0.00%
01-45204-380	OUTSIDE SERVICES	7,588.71	6,890.17	6,220.00	14,340.32	6,320.00	6,320.00	1.61%
300 Series Total		7,915.24	7,377.17	6,820.00	14,490.32	6,920.00	6,920.00	1.47%
01-45204-410	ELECTRICITY	12,458.52	19,233.02	10,498.00	5,843.29	10,498.00	10,498.00	0.00%
01-45204-431	GROUNDS MAINTENANCE	1,280.82	10,549.55	1,940.00	381.34	1,940.00	1,940.00	0.00%
01-45204-432	COMMUNICATIONS MAINT	298.70	3,597.99	500.00	760.24	500.00	500.00	0.00%
01-45204-433	MACHINERY MAINTENANCE	30,893.20	56,350.54	14,200.00	-5,191.02	16,000.00	16,000.00	12.68%
01-45204-435	BUILDING MAINTENANCE	29,918.68	27,882.78	2,658.00	5,946.80	9,008.00	9,008.00	238.90%
01-45204-480	INSURANCE	395.00	0.00	0.00	0.00		0.00	0.00%
400 Series Total		75,042.92	117,623.88	29,796.00	7,740.65	37,946.00	37,946.00	27.35%
01-45204-520	LIABILITY INSURANCE	9,999.00	9,999.00	10,132.00	9,999.00	10,132.00	10,132.00	0.00%
01-45204-560	DUES & SUBSCRIPTIONS	1,148.33	1,831.00	1,619.00	1,428.50	1,619.00	1,619.00	0.00%
500 Series Total		11,145.33	11,830.00	11,751.00	11,427.50	11,751.00	11,751.00	0.00%
01-45204-610	GEN OPERATING SUPPLIES	2,361.69	6,830.84	1,830.00	152.64	1,830.00	1,830.00	0.00%

Run: 9/27/23 8:54AM		2024 TOWN MANAGER BUDGET Town of Wolfeboro					Page: 81 KCarpentier ReportBudgetMF	
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01-45204-620	OFFICE SUPPLIES	255.26	200.00	200.00	158.85	200.00	200.00	0.00%
01-45204-630	MAINTENANCE SUPPLIES	1,184.22	429.56	1,120.00	537.18	1,180.00	1,180.00	5.36%
01-45204-635	GASOLINE	2,198.61	3,488.11	5,404.00	3,130.63	5,676.00	5,676.00	5.03%
01-45204-636	DIESEL	3,061.42	7,325.77	8,951.00	6,848.00	5,382.00	5,382.00	-36.87%
01-45204-638	PROPANE	692.12	4,164.27	4,485.00	2,261.46	3,225.00	3,225.00	-28.09%
600 Series Total		9,753.32	22,438.55	21,990.00	13,088.76	17,493.00	17,493.00	-20.45%
01-45204-710	LAND/LAND IMPROVEMENTS	900.00	0.00	0.00	533.33		0.00	0.00%
700 Series Total		900.00	0.00	0.00	533.33	0.00	0.00	0.00%
01-45204-810	TRAVEL & MEETINGS	0.00	0.00	800.00	0.00	800.00	1,200.00	50.00%
01-45204-820	PROFESSIONAL DEVELOPMENT	102.00	1,277.55	1,990.00	670.77	1,990.00	1,990.00	0.00%
01-45204-830	PROGRAMS	1,169.73	2,311.03	1,906.00	698.95	2,000.00	2,000.00	4.93%
01-45204-880	COVID-19 RELATED EXPENSES	363.96	0.00	0.00	0.00		0.00	0.00%
800 Series Total		1,635.69	3,588.58	4,696.00	1,369.72	4,790.00	5,190.00	10.52%
Abenaki Total		164,196.04	221,557.02	172,593.00	129,103.09	177,869.00	191,887.00	11.18%

DISCUSSION

Mrs. Murray: Asks Mrs. Carpentier about 400-series item for 2023 that is -\$5000.

Mrs. Carpentier: Encumbered P.O. and they have not used it yet, thus the negative. Did not spend in 2022; has been spent in 2023.

Mr. Deshaies/Mrs. Murray/Mr. Harriman ask about 810/820/30- travel and meetings; professional

development and programs.

Mr. Smith: Line 810 - believes it was for some training. National Ski Conference – but not planning to go. Did not go in 2023; hope to send someone in 2024.

(off-mic) Ms. Collins talking about value in going to that conference.

Mr. Pineo: Explains increase would cover separate hotel rooms.

Mrs. Murray: Suggests fewer people go (two instead of three)

MOTION Mrs. Murray to reduce line 810 to \$400. Second Mr. Deshaies: Approved 5-0

Mrs. Murray: For the National Ski Conference – line 820.

Mrs. Carpentier: **Line 820 goes from \$1990 to \$1630; decrease of \$360.**

MOTION by Mrs. Murray Line 820 reduced by \$360. Second Mr. Freudenberg. Approved 5-0.

Ms. Collins (off mic) asks about a program expense.

Mrs. Murray says it should be moved to programs. (related to Winter Carnival)

Mrs. Carpentier to clarify- zero out item 45204 line 830 from Abenaki and increase 45206 line 830 by \$2000 (into programs).

MOTION Mrs. Murray to zero out item 45204 line 830 from Abenaki and increase 45206 line 830 by \$2000 (into programs). Second Mr. Deshaies. Approved 5-0.

➤ **Hockey Rink** *[slide/details below]*

Mr. Pineo: this is our annual allocation for community ice time; \$100,705.

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		As of DEC 2021	As of DEC 2022	As of DEC 2023	As of SEP 2023			
Hockey Rink								
01-45205-830	PROGRAMS	100,501.00	100,448.00	100,448.00	75,336.00	100,705.00	100,705.00	0.26%
800 Series Total		100,501.00	100,448.00	100,448.00	75,336.00	100,705.00	100,705.00	0.26%
Hockey Rink Total		100,501.00	100,448.00	100,448.00	75,336.00	100,705.00	100,705.00	0.26%

DISCUSSION

Mrs. Murray notes she saw a group of men 9:30 a.m. had stick practice – they're there every day. Pleased to see it being used.

➤ **Pop Whalen** *[slide/details below]*

Mr. Pineo: As an enterprise fund, there's a standalone account for personnel administration; includes all insurance – health, life, disability, dental, workers compensation. Proposed for \$45,002; may be reduced around November when insurance rates are known.

The 2024 Pop Whalen Operating budget shows a 3.4% or \$14,030 reduction as compared to 2023. There was a motion on the floor of the 2023 Deliberative Session which reads:

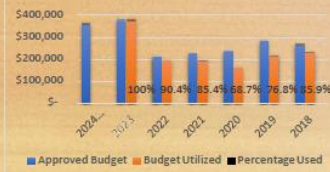
Increase from \$303,002 to \$402,702. The offsetting revenue increase for full 4-season use will change from \$328,312 to \$447,779. Breakdown of increases as follows:

Labor \$75,000/Machinery \$11,500/Electric \$13,320.

The Director of Operations is a shared employee with 75% of Wages & Benefits to Pop Whalen with the remaining 25% Abenaki.

00 Full-Time Employees
Multi Part-time Employees
02 Shared Employees
00 New Employee Proposed

BUDGET UTILIZATION

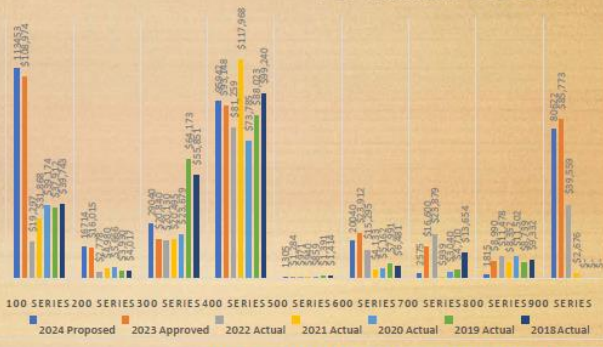


10/1/2024 JSP

POP WHALEN WAGES



POP WHALEN BUDGET



2023 POP WHALEN PROPOSED BUDGET

Run: 9/27/23
8:54AM

2024 TOWN MANAGER BUDGET

Town of Wolfeboro

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		1	2	3	4	5	6	7
		2021	2022	2023	2023	2024	2024	2024 vs
		Actuals	Actuals	Budget	YTD	Dept Head	Town Mgr.	2023 %
		As of DEC 2021	As of DEC 2022	As of DEC 2023	As of SEP 2023	Request	Budget	
Pop Whalen Ice Arena								
05-45890-113	SUPERVISORY SALARIES	0.00	0.00	55,200.00	17,500.08	75,005.00	57,730.00	4.58%
05-45890-114	HOURLY WAGES	12,650.81	9,498.21	19,147.00	8,367.73	20,642.00	20,642.00	7.81%
05-45890-117	PART TIME WAGES	19,013.50	9,336.07	33,120.00	20,623.25	33,580.00	33,580.00	1.30%
05-45890-133	PHONE STIPEND	0.00	0.00	540.00	135.00	540.00	450.00	-16.67%
05-45890-140	OVERTIME	203.64	474.97	967.00	607.66	1,051.00	1,051.00	8.99%
100 Series Total		31,867.95	19,297.25	108,974.00	48,871.50	130,818.00	113,453.00	4.11%
05-45890-210	HEALTH INSURANCE	0.00	0.00	0.00	0.00	0.00	0.00	0.00%
05-45890-215	LIFE INSURANCE	82.23	0.00	0.00	0.00	0.00	0.00	0.00%
05-45890-218	DISABILITY	115.86	0.00	0.00	0.00	0.00	0.00	0.00%
05-45890-220	SOCIAL SECURITY	2,323.20	1,378.40	5,803.00	3,482.95	7,439.00	6,110.00	5.29%
05-45890-230	RETIREMENT	1,637.75	1,400.54	10,212.00	3,583.17	12,941.00	10,604.00	3.84%
05-45890-250	UNEMPLOYMENT COMP	31.88	0.00	0.00	0.00	0.00	0.00	0.00%
05-45890-260	WORKERS COMPENSATION	789.17	0.00	0.00	0.00	0.00	0.00	0.00%
200 Series Total		4,980.09	2,778.94	16,015.00	7,066.12	20,380.00	16,714.00	4.36%
05-45890-351	MEDICAL	0.00	0.00	260.00	0.00	250.00	250.00	0.00%
05-45890-380	OUTSIDE SERVICES	0.00	1,626.67	0.00	4,607.87	7,790.00	7,790.00	100.00%
05-45890-382	ADMIN COST ALLOCATION	20,495.00	18,504.00	20,590.00	15,442.50	21,000.00	21,000.00	1.99%
300 Series Total		20,495.00	20,130.67	20,840.00	20,050.37	21,250.00	29,040.00	39.35%
05-45890-410	ELECTRICITY	50,570.84	41,694.12	66,483.00	33,225.96	66,483.00	55,283.00	-16.85%
05-45890-411	HEAT & OIL	7,693.28	5,046.15	0.00	0.00	0.00	0.00	0.00%
05-45890-433	MACHINERY MAINTENANCE	40,966.06	23,216.75	11,566.00	65,716.54	17,510.00	21,010.00	81.65%
05-45890-435	BUILDING MAINTENANCE	14,478.96	7,365.70	10,285.00	26,627.23	15,835.00	14,835.00	44.24%
05-45890-440	RENTALS AND LEASES	1,181.75	860.00	1,460.00	3,918.25	1,460.00	1,460.00	0.00%
05-45890-480	INSURANCE	3,077.00	3,077.00	3,354.00	3,354.00	3,354.00	3,354.00	0.00%

Run: 9/27/23 8:54AM		2024 TOWN MANAGER BUDGET Town of Wolfeboro					Page: 133 KCarpentier ReportBudgetMF	
		1 2021 Actuals As of DEC 2021	2 2022 Actuals As of DEC 2022	3 2023 Budget As of DEC 2023	4 2023 YTD Actuals As of SEP 2023	5 2024 Dept Head Request	6 2024 Town Mgr. Budget	7 2024 vs 2023 %
400 Series Total		117,967.89	81,259.72	93,148.00	132,841.98	104,642.00	95,942.00	3.00%
05-45890-550	PRINTING	0.00	0.00	250.00	144.95	250.00	250.00	0.00%
05-45890-560	DUES AND SUBSCRIPTIONS	940.33	971.00	1,034.00	836.00	1,055.00	1,055.00	2.03%
500 Series Total		940.33	971.00	1,284.00	980.95	1,305.00	1,305.00	1.64%
05-45890-630	MAINTENANCE SUPPLIES	2,089.91	3,345.80	2,750.00	3,972.84	3,000.00	3,000.00	9.09%
05-45890-635	GASOLINE	97.02	0.00	120.00	0.00	120.00	120.00	0.00%
05-45890-638	PROPANE	1,648.00	11,127.37	20,592.00	19,904.67	16,015.00	16,015.00	-22.23%
05-45890-680	SAFETY SUPPLIES	286.56	821.93	450.00	0.00	905.00	905.00	101.11%
600 Series Total		4,133.49	15,295.10	23,912.00	23,877.51	20,040.00	20,040.00	-16.19%
05-45890-720	BUILDING REPAIRS/IMPROVEMENTS	0.00	22,000.00	4,000.00	45,200.65	2,500.00	1,000.00	-75.00%
05-45890-725	COMPUTER HARDWARE	0.00	0.00	0.00	0.00		0.00	0.00%
05-45890-740	MACHINERY & EQUIPMENT	938.98	1,879.67	12,600.00	9,288.93	4,375.00	1,575.00	-87.50%
700 Series Total		938.98	23,879.67	16,600.00	54,489.58	6,875.00	2,575.00	-84.49%
05-45890-810	TRAVEL AND MEETINGS	0.00	0.00	0.00	0.00		1,100.00	100.00%
05-45890-820	PROFESSIONAL DEVELOPMENT	2,863.98	4,076.50	1,815.00	113.30	1,815.00	715.00	-60.61%
05-45890-850	MISC OPERATING SUPPLIES	5,214.00	7,402.22	7,175.00	4,146.75	6,790.00	0.00	-100.00%
05-45890-880	COVID-19 RELATED EXPENSES	274.50	0.00	0.00	0.00		0.00	0.00%
800 Series Total		8,352.48	11,478.72	8,990.00	4,260.05	8,605.00	1,815.00	-79.81%
05-45890-980	DEBT SERVICE - PRINCIPAL	0.00	35,710.00	48,384.00	48,384.00	48,384.00	48,384.00	0.00%
05-45890-981	DEBT SERVICE - INTEREST	2,676.92	3,848.54	37,389.00	37,389.00	32,238.00	32,238.00	-13.78%
900 Series Total		2,676.92	39,558.54	85,773.00	85,773.00	80,622.00	80,622.00	-6.01%
Pop Whalen Ice Arena Total		192,353.13	214,649.61	375,536.00	376,573.28	394,537.00	361,506.00	-3.74%

Run: 9/27/23 8:54AM		2024 TOWN MANAGER BUDGET Town of Wolfeboro					Page: 134 KCarpentier ReportBudgetMF	
		1 2021 Actuals As of DEC 2021	2 2022 Actuals As of DEC 2022	3 2023 Budget As of DEC 2023	4 2023 YTD Actuals As of SEP 2023	5 2024 Dept Head Request	6 2024 Town Mgr. Budget	7 2024 vs 2023 %
47901								
05-47901-890	DEPRECIATION EXPENSE	57,181.00	0.00	0.00	0.00		0.00	0.00%
800 Series Total		57,181.00	0.00	0.00	0.00	0.00	0.00	0.00%
47901 Total		57,181.00	0.00	0.00	0.00	0.00	0.00	0.00%

Run: 9/27/23 8:54AM		2024 TOWN MANAGER BUDGET Town of Wolfeboro					Page: 135 KCarpentier ReportBudgetMF	
		1 2021 Actuals As of DEC 2021	2 2022 Actuals As of DEC 2022	3 2023 Budget As of DEC 2023	4 2023 YTD Actuals As of SEP 2023	5 2024 Dept Head Request	6 2024 Town Mgr. Budget	7 2024 vs 2023 %
POP WHALEN ARENA FUND Total		301,330.09	233,769.17	402,703.00	397,766.52	447,534.00	406,508.00	0.94%

DISCUSSION

Mrs. Murray: 100-series hourly wages are more?

Mr. Pineo: Correct. Chuck is accounted for at 75%. Technology services budget holds fast at zero.

Mrs. Carpentier: Purchased a new computer for the director in 2023. No replacements in 2024.

Mr. Pineo: Explains Pop Whalen budget is a 3.4% reduction; motion to increase that budget inclusive of the director's wages. 25% of those wages are out of Abenaki.

Actively tracking revenues; hopeful to come close to breaking even. Within next month or six weeks with rate adjustments for the coming year.

Mrs. Murray: Line 433- machinery maintenance increased – Zamboni is an older machine; is there enough in there?

Mr. Smith: It'll be close considering the repairs/maintenance.

➤ **Capital Outlays** [slides/details below]

Mr. Pineo: Some requests were scrapped because of the budget constraints.

Recommendations for Clark House scope of work; authorized this. Need engineering done at Clark House Museum and complex. \$16,470 from Quantum Construction Consultants to recommend a path forward for the complex.

Ms. Collins: This is a project from the last director; Historical Society asked about this project. Looked at it again. Updated quote is included.

FUND: TOWN OF WOLFEBORO		RANKING: 2	
REQUEST FOR CAPITAL OUTLAY		DEPARTMENT: Parks and Recreation	
<u>2024 BUDGET YEAR</u>		ACTIVITY/DIVISION: Clark House	
		PROPOSED START (FY): 2024	
		ACCOUNT NUMBER:	
PROJECT TITLE: Clark House Museum Engineering		PREPARED BY: Christine Collins	
PURPOSE OF REQUEST:	DEPARTMENT PRIORITY:	SUBMITTING AUTHORITY:	
<input checked="" type="checkbox"/> Add a Project	<input checked="" type="checkbox"/> Urgent	SUBMITTED BY: Christine Collins	
<input type="checkbox"/> Delete a Project	<input type="checkbox"/> Necessary	DEPARTMENT HEAD: Christine Collins	
<input type="checkbox"/> Modify a Project	<input type="checkbox"/> Desirable	DATE: 9/7/2023	
<input type="checkbox"/> Consolidate Projects		TOWN MANAGER:	
DESCRIPTION/LOCATION: Clark House Museum Complex.			
JUSTIFICATION: Conduct engineering at Clark House Museum Complex to determine scope of future projects related to moisture damage, sill rot and foundation issues at both the Clark House and the School House. The Clark House Museum Complex consists of a collection of historic buildings which require regular maintenance in order to continue to operate. The Clark House and School House are open to the public for tours and maintaining a code-compliant and safe environment is a priority for the Town. There are known issues such as visible sill rot and moisture damage to both the Clark House and School House. There is also evidence of moisture and drainage issues at both locations. We seek to hire an engineer to evaluate the problems and provide a report that will be used to plan future maintenance projects at the site. This project was brought forth by previous director in 2014, but was never completed as funding was not enough.			
RATIONALE:		IMPACT ON OPERATING COSTS OR PERSONNEL REQUIREMENTS:	
<input checked="" type="checkbox"/> Urgent Need		<input type="checkbox"/> Add Personnel	
<input type="checkbox"/> Removes imminent threat to public health/safety		<input type="checkbox"/> Increased O&M Cost	
<input checked="" type="checkbox"/> Alleviates substandard conditions or deficiencies		<input type="checkbox"/> Reduces Personnel	
<input type="checkbox"/> Responds to federal or state mandatory requirement		<input type="checkbox"/> Decreased O&M Cost	
<input type="checkbox"/> Improves the quality of existing services			
<input type="checkbox"/> Provides added capacity to serve growth		Dollar Cost of Impacts if Known:	
<input type="checkbox"/> Reduces long-term operating costs		Annually	
<input type="checkbox"/> Provides incentive to economic development			
<input type="checkbox"/> Eligible for matching funds available for limited time			
<input type="checkbox"/> Needed to meet ADA compliance			
RELATED PROJECTS:			
COST ESTIMATE:		SOURCES OF FUNDING:	
Planning/Feasibility Analysis	AMOUNT	Grants From:	
Architecture & Engineering	\$ 16,470	Loans From:	
Real Estate/Land Acquisition		Donations/Bequest/Private	
Equipment/Materials/Furnishings		User Fees & Charges	
Vehicles & Capital Equipment		Capital Reserve Withdrawal	16470
Site Preparation		Current Revenue	
Construction		General Obligation Bond	
Other		Special Assessment	
TOTAL PROJECT ESTIMATE:	\$ 16,470	TOTAL PROJECT COST:	\$ 16,470
SOURCE OF ESTIMATES: Quantum Construction Consultants			
COMMENTS & ADDITIONAL INFORMATION:			
REVIEWERS' NOTES:			
Town Manager to Board of Selectmen Budget			

DISCUSSION:

Mrs. Murray: Sometimes you wait long enough and it has to be done.

Mr. Pineo: Some electrical and plumbing done; have done what we can to stabilize the building. Now need professional guidance to stabilize the building for years to come.

Mrs. Murray: Believe they had some windows replaced.

Mr. Pineo: Believe this will be discussed in greater detail Oct. 30.

Ms. Collins: Brings up the tractor for parks/rec that was pulled out of the budget. How will we move snow at Pop Whalen? And mechanical gates/cameras for beaches – OK to not consider that now.

Mr. Freudenberg: Did you look at leasing?

Ms. Collins: Waiting for that; but believe we need something that's something we need to have.

We may have the crew – but we have no equipment.

Mr. Pineo: If we can get lease information in advance of the 30th will you look at it.

Ms. Collins: Need own equipment. Relying on other departments.

Mr. Pineo: They should be similar pieces of equipment; swap out attachments to benefit all departments needing. We will work to get this to you before revisit day Oct. 30.

Mrs. Murray: Would like to know what other equipment we have in town that could be used/exchanged and attachments.

Mr. Pineo: In capital outlays, I think there is a tractor from Parks and Rec and Highway/Water that gives you comparisons for analysis. We'll get that together for you.

Mrs. Carpentier: On the revisit list.

➤ **Capital Outlay - Warrant article proposals; Groomer for Abenaki – three warrant proposals** *[slides/details below]*

Mr. Pineo explains groomer at Abenaki + warrant wording- preliminary; these are three options to begin the discussion. *[reads three options/wording proposed warrant below/slide]*

Article Abenaki Ski Area Capital Reserve Funding (Groomer Option I)

To see if the Town will vote to raise and appropriate the sum of \$25,000 to be added to the existing Abenaki Capital Reserve Fund which is under the custody of the Trustees of Trust Funds with Selectmen designated as agents to expend.

- Estimated Tax Rate Impact: 2024 \$0.XX per \$1,000 Assessed Valuation
- Recommended by the Board of Selectmen by a vote of
- Recommended by the Budget Committee by a vote of

10/16/2023

Article Abenaki Ski Area Capital Reserve Funding (Groomer Option II)

- To see if the Town will vote to raise and appropriate the sum of \$130,000 to be added to the existing Abenaki Capital Reserve Fund which is under the custody of the Trustees of Trust Funds with Selectmen designated as agents to expend.
- Estimated Tax Rate Impact: 2024 \$0.XX per \$1,000 Assessed Valuation
- Recommended by the Board of Selectmen by a vote of
- Recommended by the Budget Committee by a vote of

Article Abenaki Ski Areas Groomer Option III

- To see if the Town will vote to raise and appropriate the sum of \$225,000 for the purpose of replacing the existing Abenaki Ski Area groomer. Said appropriation to be offset by \$95,000 which represents a portion of the Abenaki Ski Area Capital Reserve Fund and \$130,000 from general taxation.
- Estimated Tax Rate Impact: 2024 \$0.XX per \$1,000 Assessed Valuation
- Recommended by the Board of Selectmen by a vote of
- Recommended by the Budget Committee by a vote of

DISCUSSION

Mr. Smith: Describes repairs that may be needed and new tracks installed last year. Machine near end of life. Mechanical issues; 11,000+ hours on the machine. Lower end of diesel will need to be rebuilt.

Mr. Smith: Grooming takes longer with new trail.

Mr. Pineo: Significant money put into the machine since 2018. If you go there, Chuck can show you the machine.

Mr. Harriman: any public input? No public questions.

Mrs. Carpentier: Town audit came in. Auditor will be here Oct. 23.

Mr. Pineo: It's a budget hearing night.

Mrs. Murray: Hard copy?

Mrs. Carpentier: He'll have hard copies Monday night Or will make one for you.

Mr. Pineo: Hoping to have electronic budget book on the town web page.

[LINK: https://www.wolfboroughh.us/sites/g/files/vyhlif8406/f/uploads/10_15_2023_online_budget.pdf]

Mr. Deshaies: Suggests lightly used groomer instead of new.

Mr. Smith: We're getting on a list for groomer.

Mr. Deshaies: I can call this company.

Mr. Harriman: I think Chuck has that covered. Motion to adjourn?

With no others to speak for or against the requests, Chairman Harriman entertained a motion to adjourn at 7:30 pm.

Moved by Mr. Freudenberg to adjourn at 7:30 p.m. Second Mrs. Murray. Approved 5-0

Respectfully submitted,



Brenda Jorett