

**Wolfeboro Board of Selectmen
Meeting Minutes
2024 Budget Hearing
October 12, 2023**

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

Staff present: Town Manager, James S. Pineo; Finance Director Kathryn Carpentier; Police Chief Stu Chase, Police Captain Mark Livie, Police executive assistant Sherri Moore, Fire Chief Tom Zotti, Deputy Fire Chief Nate Nichols, Fire department executive assistant Cathleen LaPierre

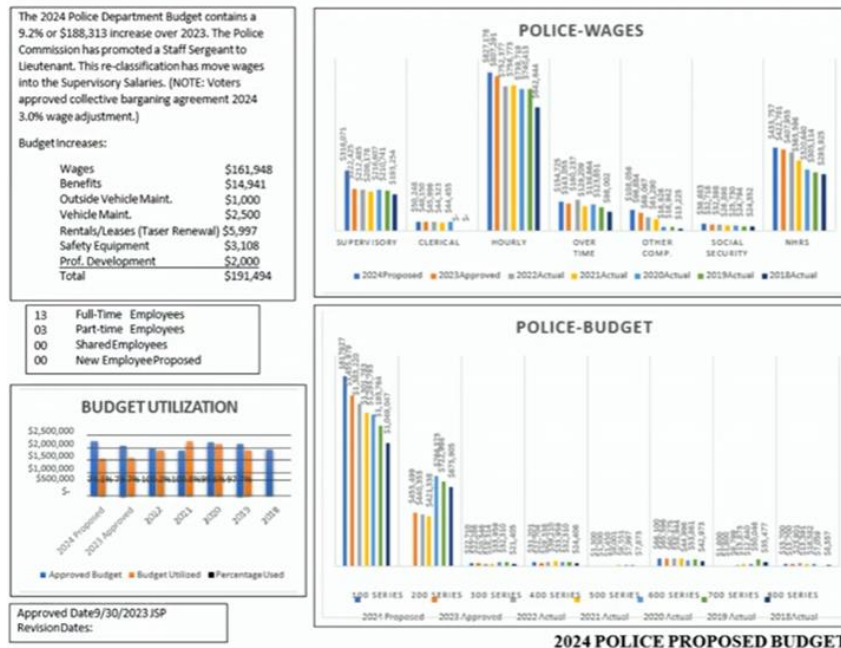
Mr. Freudenberg opened the meeting at 6:00 PM. Agenda includes:
2024 Budget Hearing- Police Department, Communications, Animal Control, Ambulance Service, Fire/Rescue, Public Safety Building, Emergency Management.

➤ **Police** [slides/details below]

Mr. Pineo: First announces that budget review hearing 10/12/23 resulted in \$68,820 in budget cuts.

Outlines **police** budget

9.2% or \$188,313 increase over 2023. Promotion included in budget; staff sergeant to lieutenant; moved into supervisory wages from hourly. Voters approved 3% wage adjustment this year for employees under police contract. Capt. Livie here; Chief Chase and executive assistant Sherri Moore.



Run: 9/27/23 8:54AM

2024 TOWN MANAGER BUDGET
Town of Wolfeboro

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KCarpentier
Report: Budget

		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 %
01-42100-388	OUTSIDE SERVICES	4,951.57	5,051.54	5,988.00	5,372.15	4,100.00	4,100.00	-26.63%
01-42100-381	OUTSIDE SVCS VEH MAINT	4,127.31	5,588.25	5,900.00	10,735.98	8,900.00	8,900.00	18.18%
300 Series Total		18,314.12	20,546.28	22,286.00	23,845.97	22,718.00	22,718.00	1.90%
01-42100-411	HEAT & OIL	0.00	0.00	0.00	0.00	0.00	0.00	0.00%
01-42100-430	VEHICLE MAINTENANCE	14,490.71	11,170.88	10,000.00	13,015.14	12,900.00	12,900.00	25.00%
01-42100-432	COMMUNICATIONS MAINT	7,386.79	9,413.93	3,800.00	6,394.08	3,800.00	3,800.00	0.00%
01-42100-434	OFFICE EQUIP MAINT	291.88	190.08	300.00	0.00	300.00	300.00	0.00%
01-42100-435	RENTAL & LEASES	8,804.00	8,804.02	8,804.00	8,803.98	14,801.00	14,801.00	68.70%
01-42100-488	INSURANCE	8,427.00	0.00	0.00	0.00	0.00	0.00	0.00%
400 Series Total		39,219.36	29,338.91	22,794.00	28,813.20	31,291.00	31,291.00	37.43%
01-42100-520	LIABILITY INSURANCE	7,851.00	0.00	0.00	0.00	0.00	0.00	0.00%
01-42100-560	DUES & SUBSCRIPTIONS	1,349.99	1,449.99	1,300.00	1,065.00	1,300.00	1,300.00	0.00%
500 Series Total		9,909.99	1,449.99	1,300.00	1,065.00	1,300.00	1,300.00	0.00%
01-42100-610	GEN OPERATING SUPPLIES	13,907.67	12,190.31	9,361.00	3,029.05	9,361.00	9,361.00	0.00%
01-42100-620	OFFICE SUPPLIES	2,861.37	2,361.09	2,800.00	2,328.63	2,800.00	2,800.00	0.00%
01-42100-625	POSTAGE	401.05	7.93	400.00	0.00	400.00	400.00	0.00%
01-42100-630	MAINTENANCE SUPPLIES	547.45	570.15	500.00	474.70	500.00	500.00	0.00%
01-42100-635	GASOLINE	18,891.81	25,990.21	30,519.00	14,317.66	27,815.00	27,815.00	-8.53%
01-42100-670	BOOKS & PERIODICALS	183.38	480.38	500.00	747.79	500.00	500.00	0.00%
01-42100-680	SAFETY EQUIPMENT	22,381.25	18,784.44	21,518.00	13,440.88	24,824.00	24,824.00	14.45%
600 Series Total		58,543.98	60,274.51	65,596.00	34,348.93	66,190.00	66,190.00	8.77%
01-42100-740	MACHINERY & EQUIPMENT	13,470.31	9,515.82	1,300.00	5,853.97	1,300.00	1,300.00	0.00%
01-42100-750	FURNITURE & FIXTURES	402.27	282.96	500.00	0.00	500.00	500.00	0.00%
01-42100-760	VEHICLES	0.00	0.00	0.00	0.00	0.00	0.00	0.00%
700 Series Total		13,872.58	9,798.80	1,800.00	5,853.97	1,800.00	1,800.00	0.00%
01-42100-810	TRAVEL/MEETINGS	2,877.95	4,985.13	6,000.00	4,797.91	6,000.00	6,000.00	0.00%

DISCUSSION

Mr. Deshaies: line 341- cell phones; will everything spent this year be spent. Budget 2024 rising to \$12,100.

Capt. Livie: five new cell phones added.

Mr. Deshaies: Will 2023 cell phone expenditure be spent?

Capt. Livie: Currently at 78.057%. Allocation will be spent this year.

Mrs. Carpentier: one-month lag on phone bills.

Mrs. Murray: line 435 series- why \$14,600 needed for next year.

Capt. Livie: five-year taser agreement is up; new tasers/new model for next year; new price/new lease; same number of tasers.

Mr. Freudenberg: Line 560 - dues and subscriptions- what subscriptions and dues are needed?

Sherri Moore, executive assistant, WPD: Fees for chief's memberships; books; town prosecutor is bulk of dues; court fees; licensing.

Mrs. Murray: Line 680 safety equipment expenditure increase?

Capt. Livie: Due to contracts. Uniform allowance increases in union contract.

Mr. Freudenberg: Line 750 – furniture – being spent this year – as of September 2023 at \$0?

Capt. Livie: Nothing spent due to public safety building under construction.

Mr. Freudenberg: Will new furniture be needed in 2024?

Capt. Livie: If furniture fails/breaks needs to be replaced, yes.

MOTION Mr. Deshaies to lower bottom line of police budget by \$31,872. Second Mrs. Murray.

Discussion

Mr. Freudenberg: Why this amount?

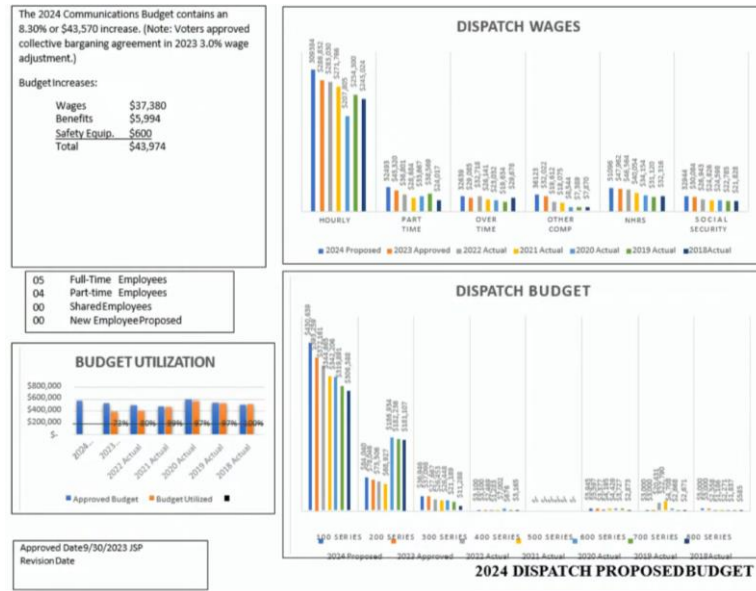
Mr. Deshaies: We're looking for town-wide budget cuts. This amount reduces the budget.

Mrs. Murray: That amount at the bottom allows them to make adjustments where they want.

APPROVED 4-0

➤ **Communications** [slides/details below]

Mr. Pineo: Proposed increase of 8.30% = \$43,570. Bulk is in wages - #5 wage adjustment, union staff.



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2024 TOWN MANAGER BUDGET
Town of Wolfeboro

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Report: BudgetDiff

	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 %
Communications							
01-42990-114 HOURLY WAGES	271,789.96	283,030.20	286,832.00	218,759.92	309,384.00	309,384.00	7.99%
01-42990-115 Hazard Duty Pay	0.00	0.00	0.00	0.00	0.00	0.00	0.00%
01-42990-117 PART TIME WAGES	28,884.03	38,800.80	45,320.00	18,479.38	81,887.00	82,480.00	18.93%
01-42990-145 OVERTIME	28,140.84	32,718.30	36,088.00	33,868.44	32,836.00	32,836.00	12.22%
01-42990-190 OTHER COMPENSATION	19,074.99	19,811.63	32,022.00	13,786.99	36,123.00	36,123.00	12.81%
100 Series Total	344,889.82	372,160.93	395,259.99	286,897.89	438,833.00	438,833.00	9.91%
01-42990-210 HEALTH INSURANCE	0.00	0.00	0.00	0.00	0.00	0.00	0.00%
01-42990-215 GROUP LIFE INSURANCE	1,080.00	0.00	0.00	0.00	0.00	0.00	0.00%
01-42990-218 DISABILITY	2,201.40	0.00	0.00	0.00	0.00	0.00	0.00%
01-42990-219 DENTAL INSURANCE	0.00	0.00	0.00	0.00	0.00	0.00	0.00%
01-42990-220 SOCIAL SECURITY	24,626.15	25,942.55	30,094.00	20,817.90	32,886.00	32,886.00	9.51%
01-42990-230 RETIREMENT	40,054.29	48,594.22	47,882.00	36,780.08	51,086.00	51,086.00	8.53%
01-42990-260 UNEMPLOYMENT COMP	120.84	0.00	0.00	0.00	0.00	0.00	0.00%
01-42990-260 WORKERS COMPENSATION	844.88	0.00	0.00	0.00	0.00	0.00	0.00%
200 Series Total	68,927.46	73,586.77	78,946.00	67,267.68	83,984.00	84,940.00	7.68%
01-42990-341 TELEPHONE	5,733.38	6,700.00	6,780.00	7,783.43	5,780.00	5,780.00	0.00%
01-42990-380 OUTSIDE SERVICES	0.00	0.00	0.00	0.00	0.00	0.00	0.00%
01-42990-380 OTHER PURCH SERVICES	20,719.08	20,987.38	31,338.00	31,345.19	31,188.00	31,188.00	-0.49%
300 Series Total	26,453.06	27,687.38	37,898.00	29,198.68	26,346.00	26,346.00	-4.41%
01-42990-411 HEAT & OIL	0.00	0.00	0.00	0.00	0.00	0.00	0.00%
01-42990-432 COMMUNICATIONS MAINT	1,072.38	2,350.80	2,800.00	0.00	2,800.00	2,800.00	0.00%
01-42990-434 OFFICE EQUIP MAINTENANCE	210.98	117.88	200.00	0.00	200.00	200.00	0.00%
400 Series Total	1,283.37	2,468.78	3,000.00	0.00	3,000.00	3,000.00	9.98%
01-42990-942 ADVERTISING	0.00	0.00	0.00	0.00	0.00	0.00	0.00%

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	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 %
500 Series Total	0.00	0.00	0.00	0.00	0.00	0.00	0.00%
01-42990-620 OFFICE SUPPLIES	1,554.99	1,558.53	1,790.00	1,468.81	1,700.00	1,700.00	0.00%
01-42990-625 POSTAGE	350.00	0.00	400.00	340.00	400.00	400.00	0.00%
01-42990-630 PROPANE	0.00	0.00	887.00	0.00	845.00	845.00	-28.08%
01-42990-680 SAFETY EQUIPMENT	2,260.28	1,778.87	2,800.00	781.04	3,200.00	3,200.00	23.08%
600 Series Total	4,165.27	3,337.40	5,987.00	2,627.85	5,945.00	5,945.00	6.22%
01-42990-740 MACHINERY & EQUIPMENT	22,391.00	19,903.20	2,500.00	0.00	2,500.00	2,500.00	0.00%
01-42990-750 FURNITURE & FIXTURES	390.43	827.89	500.00	203.99	500.00	500.00	0.00%
700 Series Total	22,781.43	20,431.09	3,000.00	203.99	3,000.00	3,000.00	9.98%
01-42990-810 TRAVEL AND MEETINGS	441.88	1,238.17	2,000.00	279.24	2,000.00	2,000.00	0.00%
01-42990-820 PROFESSIONAL DEVELOPMENT	744.00	1,300.00	3,000.00	845.00	3,000.00	3,000.00	0.00%
01-42990-880 COVID-19 RELATED EXPENSES	0.00	0.00	0.00	0.00	0.00	0.00	0.00%
800 Series Total	1,185.88	2,538.17	5,000.00	1,124.24	5,000.00	5,000.00	8.00%
Communications Total	469,596.49	502,170.52	525,199.99	385,330.24	568,818.00	568,818.00	8.30%

DISCUSSION

Mr. Deshaies: Line 432- Why nothing spent this year on communications maintenance?

Capt. Livie: We'll be getting two new computers for dispatch this year; money will be spent.

Mrs. Murray: Line 680 – safety equipment; questions \$3000 requested amount 2024.

Capt. Livie: Safety equipment allocation has not been spent under union contract; will be spent. Clothing allowance went up and safety equipment.

Mrs. Carpentier: Many wait until the end of the year to be reimbursed.

Mr. Deshaies: Questions machinery and equipment line 740. Nothing spent year-to-date.

Capt. Livie: Have not been billed yet for the recorder maintenance; we did purchase a new recorder last year.

Mr. Deshaies: Questions line 820- Professional development; will that be spent this year?

Capt. Livie: Dispatch supervisor trying to find training classes; working with state now to require training for dispatchers.

Mr. Freudenberg: With actual spent 2021 and 2022 and year-to-date spent \$845. Propose cutting it to \$2000.

MOTION Mr. Freudenberg to reduce line 820 to \$2000. Second Mrs. Murray. Approved 4-0.

➤ **Animal Control**

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2024 TOWN MANAGER BUDGET
Town of Wolfeboro

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Report/Budget

	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	
Animal Control							
01-661-60-725	COMPUTER HARDWARE	0.00	1,135.18	0.00	0.00	0.00	0.00%
01-661-60-117	PART TIME WAGES	14,462.00	4,886.40	20,328.00	14,728.52	20,571.00	3.85%
01-661-60-133	PHONE STIPEND	135.00	0.00	0.00	0.00	0.00	0.00%
100 Series Total	14,617.00	6,024.56	20,328.00	14,728.52	20,571.00	21,111.00	3.85%
01-661-60-220	SOCIAL SECURITY	1,118.00	374.86	1,555.00	1,125.79	1,574.00	3.86%
01-661-60-250	UNEMPLOYMENT COMP	17.16	0.00	0.00	0.00	0.00	0.00%
01-661-60-260	WORKERS COMPENSATION	294.40	0.00	0.00	0.00	0.00	0.00%
200 Series Total	1,419.73	374.86	1,555.00	1,125.79	1,574.00	1,574.00	3.86%
01-661-60-341	TELEPHONE	45.00	0.00	0.00	0.00	0.00	0.00%
01-661-60-380	MEDICAL SERVICES	0.00	0.00	148.00	0.00	148.00	0.00%
01-661-60-380	OUTSIDE SERVICES	609.75	20,247.57	2,500.00	38,280.34	2,500.00	0.00%
300 Series Total	609.75	20,247.57	2,500.00	38,280.34	2,500.00	2,500.00	0.00%
01-661-60-425	POSTAGE	0.00	0.00	0.00	0.00	0.00	0.00%
01-661-60-600	SAFETY EQUIPMENT	115.47	196.31	350.00	350.00	350.00	0.00%
600 Series Total	115.47	196.31	350.00	350.00	350.00	350.00	0.00%
01-661-60-810	TRAVEL & MEETINGS	307.44	94.59	2,000.00	461.18	2,000.00	0.00%
01-661-60-820	PROFESSIONAL DEVELOPMENT	0.00	380.00	400.00	39.00	400.00	0.00%
800 Series Total	307.44	464.59	2,400.00	490.18	2,400.00	2,400.00	0.00%
Animal Control Total	17,113.4	27,217.79	26,791.00	55,308.33	27,642.00	27,634.00	3.15%

Discussion

Mr. Deshaies: Outside services – line 380; What do you need with this appropriation?

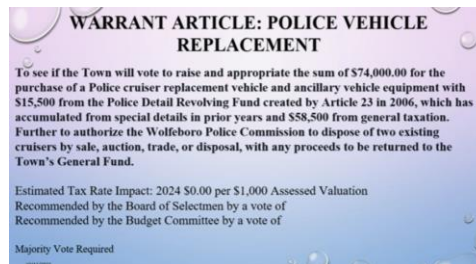
Capt. Livie: Animal cruelty case this year/cat case. \$20,000 this year is also the animal cruelty case. Have a grant pending with agriculture for to get some of that back; should find out end of this month to get about \$37,000 back.

Mr. Freudenberg: Line 810-travel and meetings; new person in the animal control officer role; Asking for \$2000; mileage mostly going to calls in personal vehicle. She submits monthly.

Mrs. Murray: Revisit; maybe take a little off of that.

➤ **Warrant Article**

Mr. Pineo: Traditional language; cost of vehicle, \$74,000 for police cruiser; \$58,500 from taxation. Dispose of two existing cruisers.



DISCUSSION

Capt. Livie: Three Ford Taurus vehicles; leased in 2013 have reached end of life; safety issues; salt/rust, etc. They are off line and will not pass inspection. Plan was to go from 11 cruisers to 10; now we're at 9. Important to get vehicle. Next year, we can start reducing the price of upfitting.

Mrs. Murray: Explain why police vehicles are all parked outside Public Safety Building.

Chief Chase: Vehicles assigned by shift; Unheard of to keep cars 10 years now. Sometimes cars are there because an officer is getting off duty; other ready to come on.

Mr. Deshaies: How many miles do you get on a police cruiser?

Capt. Livie: Average patrol car is about 15,000-18,000 a year. Then vehicle is dropped down to administrative and detective where they get less use; that's how you get 10- years out of them. Page 12, you see police vehicle mileage. Taurus 120,000-140,000 miles without idle.

Mr. Freudenberg: What is town policy with selling/disposing of police cruisers. Are we putting these up to bid?

Mr. Pineo: Yes. Awaiting results of bids for one vehicle.

Chief Chase: One bid was rescinded.

Mrs. Carpentier: Explorer H vs Explorer?

Capt. Livie: H=Hybrid

Brief mention about pros/cons about police use with hybrids.

➤ Ambulance Services

Mr. Pineo: With fire/rescue here, will go through proposed ambulance budget. Explains history of ambulance service; fire/rescue, public safety building, emergency management and PPT presentation about ambulance services.

Outlines ambulance services bid *[slide/details below]*

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2024 TOWN MANAGER BUDGET
Town of Wolfeboro

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	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 DepHead Request	6 2024 TownMgr. Budget	7 2024vs 2023%
Ambulance Services							
01-42150-300 MEDICAL SERVICES	260,111.76	267,915.00	275,953.00	275,952.48	750,000.00	750,000.00	171.79%
300 Series Total	260,111.76	267,915.00	275,953.00	275,952.48	750,000.00	750,000.00	171.79%
Ambulance Services Total	260,111.76	267,915.00	275,953.00	275,952.48	750,000.00	750,000.00	171.79%

Mr. Pineo: Current provider willing to enter a one or two-year contract. Year-one= \$750,000 – a \$400,000 increase; 171% increase. We don't have a choice or we don't have ambulance service.

Discussion

Mrs. Murray: ambulance service is one thing we cannot change.

Mr. Senecal: Are these the same two ambulances?

Chief Zotti: Status quo.

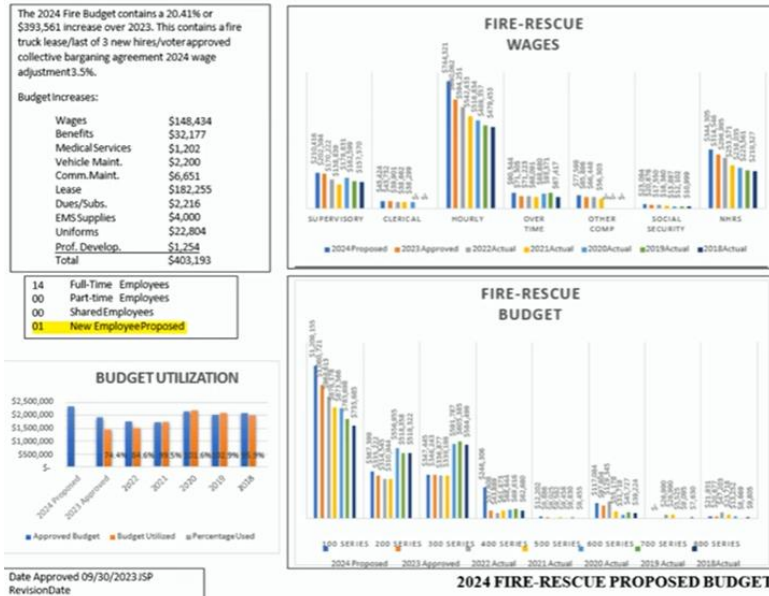
Mrs. Murray: Is there anything in the fire department budget that has to do with hiring for ambulance – all just fire?

Chief Zotti: Just fire.

➤ Fire/Rescue Department *[slides/details below]*

Mr. Pineo: details fire department budget. 20.4% increase = \$393,500. Contains lease-purchase for fire apparatus = \$182,255 and a new fire fighter hire in July 2023; agreement was to do this over three years – last firefighter will be hired around July 2024.

\$31,810 has already been cut from the proposed 2024 budget.



Date Approved 09/30/2023 JSP
Revision Date

Run: 9/27/23 8:54AM

2024 TOWN MANAGER BUDGET
Town of Wolfeboro

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Town Manager

	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 %
Fire & Rescue							
01-42200-112 CLERICAL SALARIES	38,662.20	39,901.88	43,732.00	30,881.32	44,262.00	45,424.00	3.87%
01-42200-113 SUPERVISORY SALARIES	136,838.80	170,321.72	202,504.00	149,388.10	205,324.00	219,418.00	3.88%
01-42200-114 HOURLY WAGES	842,423.00	964,291.22	940,062.00	485,689.45	744,921.00	744,921.00	18.20%
01-42200-116 PT FIRST RESPONDERS STIPEND	0.00	0.00	0.00	0.00	0.00	0.00	0.00%
01-42200-117 PART TIME WAGES	22,046.93	25,488.38	37,182.00	22,380.80	38,782.00	38,782.00	7.00%
01-42200-118 VOL 1ST RESPONDER STIPEND	0.00	0.00	0.00	0.00	0.00	0.00	0.00%
01-42200-119 PT FIRST RESPONDER STIPEND	0.00	0.00	0.00	0.00	0.00	0.00	0.00%
01-42200-126 LICENSE AND CERTIFICATE STIPEND	0.00	1,100.00	0.00	0.00	1,100.00	1,100.00	100.00%
01-42200-148 OVERTIME	88,081.77	71,223.88	71,308.00	86,880.80	100,614.00	80,544.00	28.88%
01-42200-150 OTHER COMPENSATION	88,302.22	88,447.77	88,678.00	35,971.28	77,588.00	77,588.00	17.76%
100 Series Total	876,376.44	968,612.83	1,048,724.00	753,271.83	1,212,141.00	1,209,155.00	13.99%
01-42200-210 HEALTH INSURANCE	0.00	0.00	0.00	0.00	1,212,141.00	0.00	0.00%
01-42200-215 GROUP LIFE INSURANCE	2,488.00	0.00	0.00	0.00	0.00	0.00	0.00%
01-42200-216 DISABILITY	8,299.54	0.00	0.00	0.00	0.00	0.00	0.00%
01-42200-219 DENTAL INSURANCE	0.00	0.00	0.00	0.00	0.00	0.00	0.00%
01-42200-220 SOCIAL SECURITY	18,188.83	17,880.14	20,878.00	14,153.11	23,074.00	23,074.00	11.69%
01-42200-228 RETIREMENT	283,370.75	289,804.82	314,848.00	223,248.13	345,588.00	344,308.00	8.40%
01-42200-250 UNEMPLOYMENT COMP	239.27	0.00	0.00	0.00	0.00	0.00	0.00%
01-42200-269 WORKERS COMPENSATION	33,081.87	0.00	0.00	0.00	0.00	0.00	0.00%
200 Series Total	316,842.96	314,544.76	336,222.00	347,402.34	368,643.80	367,388.89	9.89%
01-42200-320 LEGAL	0.00	0.00	0.00	0.00	0.00	0.00	0.00%
01-42200-341 TELEPHONE	5,474.02	5,073.35	5,508.00	4,827.08	5,508.00	5,508.00	0.00%
01-42200-350 AMBULANCE SERVICES	0.00	0.00	0.00	0.00	0.00	0.00	0.00%
01-42200-381 MEDICAL SERVICES	9,273.91	7,324.00	10,000.00	10,888.00	10,882.00	10,882.00	7.71%

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2024 TOWN MANAGER BUDGET
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			
01-42200-080	OUTSIDE SERVICES-HYD	324,450.00	324,450.00	324,450.00	243,337.50	324,450.00	324,450.00	0.00%
01-42200-081	OUTSIDE SERVICES	0.00	0.00	685.00	0.00	685.00	685.00	0.00%
200 Series Total		328,197.53	326,977.25	346,243.99	298,349.58	347,445.99	347,445.99	6.36%
01-42200-410	ELECTRICITY	495.95	382.94	482.00	230.87	408.00	408.00	-15.15%
01-42200-411	HEAT & OIL	1,533.81	1,770.91	3,936.00	2,591.11	2,281.00	2,281.00	-42.05%
01-42200-430	VEHICLE MAINTENANCE	24,434.87	30,425.91	37,825.00	19,196.49	45,025.00	40,025.00	-5.82%
01-42200-432	COMMUNICATIONS MAINT	4,775.15	3,110.87	3,435.00	1,993.10	10,085.00	10,085.00	193.62%
01-42200-433	MACHINERY MAINTENANCE	5,874.15	2,718.18	6,905.00	1,948.03	6,905.00	6,905.00	0.00%
01-42200-435	BUILDING MAINTENANCE	2,784.08	5,482.82	5,230.00	667.88	4,790.00	4,790.00	-9.18%
01-42200-440	RENTALS & LEASES	0.00	0.00	0.00	0.00	182,255.00	182,255.00	100.00%
01-42200-480	INSURANCE	22,204.00	0.00	0.00	0.00	0.00	0.00	0.00%
400 Series Total		61,872.81	43,888.91	57,488.00	26,556.25	251,336.00	246,336.00	-329.84%
01-42200-550	PRINTING	194.00	319.50	400.00	424.70	500.00	500.00	25.00%
01-42200-560	DUES & SUBSCRIPTIONS	8,357.50	5,480.50	6,338.00	9,875.49	11,552.00	11,552.00	23.74%
01-42200-562	ADVERTISING	1,050.00	225.00	150.00	0.00	150.00	150.00	0.00%
500 Series Total		9,591.50	9,025.00	9,886.00	10,400.19	12,202.00	12,202.00	23.43%
01-42200-610	GEN OPERATING SUPPLIES	15,739.77	25,942.28	17,896.00	13,141.11	30,058.00	15,858.00	-11.52%
01-42200-615	EMS SUPPLIES	0.00	0.00	0.00	0.00	4,000.00	4,000.00	100.00%
01-42200-620	OFFICE SUPPLIES	473.77	552.84	600.00	619.08	700.00	700.00	18.67%
01-42200-625	POSTAGE	12.95	8.48	100.00	40.38	100.00	100.00	0.00%
01-42200-630	MAINTENANCE SUPPLIES	3,387.98	3,304.51	4,000.00	4,207.28	2,000.00	2,000.00	-50.00%
01-42200-631	CLEANING SUPPLIES	0.00	2,088.37	2,200.00	2,081.78	2,400.00	2,400.00	9.08%
01-42200-635	GASOLINE	942.08	3,255.19	4,815.00	2,904.20	4,930.00	4,930.00	8.63%
01-42200-636	DIESEL	4,830.24	10,287.18	12,873.00	9,862.47	7,915.00	7,915.00	-38.51%
01-42200-670	BOOKS & PERIODICALS	382.82	425.50	500.00	0.00	500.00	500.00	0.00%
01-42200-680	SAFETY EQUIPMENT	29,408.48	84,422.28	55,220.00	52,853.88	58,837.00	56,077.00	1.58%

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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			
01-42200-682	UNIFORMS	0.00	0.00	0.00	0.00	22,804.00	22,804.00	100.00%
600 Series Total		55,177.78	129,344.59	97,894.00	85,590.87	134,944.00	117,884.00	-19.71%
01-42200-740	MACHINERY & EQUIPMENT	25,990.00	25,990.00	0.00	0.00	0.00	0.00	0.00%
700 Series Total		25,990.00	25,990.00	0.00	0.00	0.00	0.00	0.00%
01-42200-810	TRAVEL & MEETINGS	2,905.82	1,848.17	1,250.00	1,980.17	1,250.00	1,250.00	0.00%
01-42200-820	PROFESSIONAL DEVELOPMENT	14,591.65	19,548.95	18,827.00	11,132.30	25,181.00	20,181.00	-8.53%
01-42200-830	MISC OPERATING EXPENSE	4,569.85	482.97	900.00	0.00	500.00	500.00	0.00%
01-42200-880	COVID-19 RELATED EXPENSES	1,822.39	25,522.38	0.00	0.00	0.00	0.00	0.00%
800 Series Total		23,718.31	47,203.45	29,677.00	13,982.47	26,931.00	21,931.00	-6.06%
Fire & Rescue Total		1,793,876.25	1,876,486.49	1,927,961.00	1,424,634.63	2,353,332.00	2,321,822.00	-28.41%

DISCUSSION

Mrs. Murray: 100-series overtime- at \$58,600 plus in 2023. Now looking for \$90,000; is that because of salaries? I see \$10,000 in overtime has been cut by Town Manager.

Chief Zotti: Partly due to that and also due to the third firefighter to be hired July 2024. We'd go to minimum of three firefighters on duty. Tried to calculate what it would take to cover those shifts for rest of year with three instead of the current two firefighters. Formula is based on the average amount of leave time that each member has taken over the past four years. Every other department we've talked to bases their budget on history; we don't have any history at a level of three. What you see is the same formula for first six months of 2024; then a change to three groups with three on duty.

Three groups/five days a week; a Kelly day for somebody; three days a week would not. Works out to 57% of the week we would not have to cover that other position; 43% of the time we would – resulting in the number you see.

Mrs. Murray: It's Kelly time plus leave time?

Chief Zotti: If we make that change, Kelly days go away.

Mrs. Murray: But overtime is made up of Kelly time plus leave time?

Chief Zotti: Correct. Overtime dictated by either contract or town policy in terms of holidays. We work 24/7/365. When a holiday hits, it's time-and-a-half for holidays. Rest is seniority; service stipends based on hourly rates.

Mr. Pineo: Asked the chief to evaluate hiring one additional full-time person to fill overtime. That came back as an additional \$110,000 to bring on another full-time person. We're always going to have a level of overtime. This is still more financially efficient than hiring additional

staff to offset overtime.

Mrs. Carpentier: It's a timing issue. We have more holidays near the end of the year/last three-four months.

Mr. Deshaies: 300-series; Questions 22 physicals.

Chief Zotti: Every member gets a physical and when we get a new member.

Mr. Pineo: And return-to-duty physicals.

Mr. Deshaies: You'll use the rest of the \$5000 - 2023 physical appropriation?

Chief Zotti: Yes; in the middle of physicals now.

Mr. Freudenberg: Line 380-outside services – explain that?

Chief Zotti: That is the transfer we do annually to the water division to cover the cost of hydrants maintenance.

Mr. Deshaies: Communications/radios; YTD \$200 spent; next year \$10,000; we've averaged \$4000.

Chief Zotti: Reflects the new hire. Portable radios you see firefighters carry are about \$8000 each; also for pagers, etc. It's a package provided for each fulltime member.

Mr. Deshaies: When were they last replaced?

Chief Zotti: Going on 10 years. You may see it in asset management – calling it capital outlay – proposed to replace them starting next year. End of this year, they will no longer be supported by Motorola; does not mean they fail – will start to run into parts issues. We've broken the appropriation into two; it's a significant expense.

Mr. Pineo: There's a capital outlay request in the back of your book for half of the portable radios to be replaced. I removed it.

Mrs. Murray: Can you do it in four years?

Chief Zotti: We could. With portable radios, they need to be identical. In a fire emergency you want all controls to be the same. Truck radios vary a bit. It's a safety issue. Channels have to be in same place.

We look at grant possibilities for anything and pursue what we find.

Mr. Freudenberg: line 560 dues/subscriptions up to \$11,552?

Chief Zotti: Biggest chunk is mutual aid subscription up to \$8000; memberships in professional organizations.

Mrs. Murray: questions line 615 EMS supplies; Zero this year and now for 2024, \$4000 needed.

Chief Zotti: Used to be under 740 machinery and equipment. It's essentially the same money in anticipation of what may happen with ambulance situation and see actual cost of EMS supplies.

Mr. Deshaies: Did you break these into multiple lines?

Mrs. Murray: Asks for clarification. 740 is machinery and equipment; you took EMS supplies out of that line. I don't see anything for 2023; Last time it had some in was 2022. Not clear on what's going on.

Chief Zotti: Misspoke: it came from 630 maintenance supplies.

Mrs. Murray: That makes more sense. We try to make the names more accurately reflect what they are in the budget.

Mr. Freudenberg: If you removed last year-to-date \$42,775....

What are we doing with line 630 for \$2000 additional?

Mr. Zotti: Literally maintenance supplies.

Mr. Deshaies: Could you cut some from each of those lines?

Mrs. Murray: We could cut EMS supplies.

Chief Zotti: We are still buying disposables \$1000 off that.

Mr. Deshaies: Could you find a number you can cut from each or one to help us out?

Chief Zotti: Need to look at history.

Mr. Deshaies: Revisit those lines – 615 + 630 for potential cuts?

Chief Zotti: yes.

Mr. Freudenberg: 800 series; may propose a number at the end.

Mrs. Murray: Professional development?

Dep. Chief Nichols: We do have \$2500 subscription for the online EMS recertification is due. Some classes members will attend; training manikins and training supplies; anticipate spending that by end of year.

Chief Zotti: Some we held back on based on what's pending with ambulance service. We've had conversations about bringing in a contract EMS trainer specifically for operating ambulances.

Looking at possibly needing to bring in an EMS trainer.

MOTION by Mr. Freudenberg: Looking to make cuts; ask to reduce the entire fire/rescue budget by \$30,000.

Mrs. Murray: How much did you cut it by how much, Jim?

Mr. Pineo: Made \$31,810 in cuts.

Mr. Freudenberg: Asking everyone to sacrifice and cut another \$30,000. If we don't make the cuts. It's \$400,000 from last year to 2024. Have to make tough decisions. Happy to negotiate it with the board. It's one of our bigger budgets. If voters vote for a default budget because we don't cut enough between now and when this budget goes to the voters, we'll be in a difficult situation.

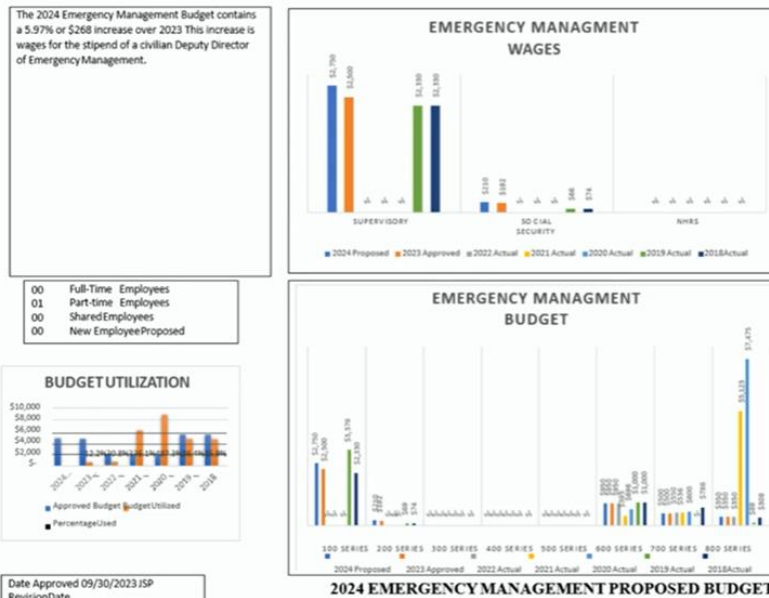
Mrs. Murray/Mr. Senecal: Let's revisit it.

Mr. Freudenberg: Go through the numbers; I'm fine with that.

Motion withdrawn by Mr. Freudenberg.

➤ **Emergency Management** *[slides/details below]*

Mr. Pineo: explains 5.97% increase = \$268. Mostly for stipend for civilian deputy emergency management director. He is here.



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	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 %
Emergency Management							
01-42900-680 SAFETY EQUIPMENT	0.00	0.00	0.00	0.00	0.00	0.00	0.00%
01-42900-112 CLERICAL SALARIES	0.00	0.00	0.00	0.00	0.00	0.00	0.00%
01-42900-113 SUPERVISORY SALARY	0.00	0.00	2,900.00	0.00	2,750.00	2,750.00	10.00%
100 Series Total	0.00	0.00	2,900.00	0.00	2,750.00	2,750.00	10.00%
01-42900-220 SOCIAL SECURITY	0.00	0.00	182.00	0.00	210.00	210.00	9.38%
01-42900-250 UNEMPLOYMENT COMP	0.00	0.00	0.00	0.00	0.00	0.00	0.00%
01-42900-260 WORKERS COMPENSATION	0.00	0.00	0.00	0.00	0.00	0.00	0.00%
200 Series Total	0.00	0.00	182.00	0.00	210.00	210.00	9.38%
01-42900-610 GEN OPERATING SUPPLIES	278.83	247.55	800.00	528.34	800.00	800.00	0.00%
01-42900-620 OFFICE SUPPLIES	118.00	350.00	350.00	30.49	350.00	350.00	0.00%
600 Series Total	396.83	597.55	950.00	558.83	950.00	950.00	0.00%
01-42900-740 MACHINERY & EQUIPMENT	535.50	0.00	500.00	0.00	500.00	500.00	0.00%
700 Series Total	535.50	0.00	500.00	0.00	500.00	500.00	0.00%
01-42900-620 PROFESSIONAL DEVELOPMENT	89.40	245.95	350.00	0.00	350.00	350.00	0.00%
01-42900-650 MISCELLANEOUS	0.00	0.00	0.00	0.00	0.00	0.00	0.00%
01-42900-680 COVID-19 RELATED EXPENSES	5,123.43	0.00	0.00	0.00	0.00	0.00	0.00%
800 Series Total	5,212.83	245.95	350.00	0.00	350.00	350.00	0.00%
Emergency Management Total	6,142.16	843.41	4,492.00	558.83	4,760.00	4,760.00	5.97%

DISCUSSION

Mrs. Murray: Question line 820; nothing spent to date; Will that be spent on something?

Chief Zotti: Any trainings online at no charge; would like something in there if we want to send one of us or Paul an in-person class that might have a fee. Paul's been involved since 2022 including events of Monday. [Trump campaign] He was available and monitoring with on the web EOC site; the state was notified and created an incident in case something went sideways. Paul was ready to go and did that for us. Value to having a civilian deputy emergency management director to manage an incident from afar.

Mr. Deshaies: Questions line 740, machinery/equipment? What's it for?

Chief Zotti: It's a catch-all. If something comes up; buy emergency management polo shirts; barricades.

MOTION Mrs. Murray to reduce Emergency Management bottom line by \$500. SECOND Mr. Deshaies. APPROVED 4-0

Chief Zotti: Appreciate you letting us manage this.

➤ **Public Safety Building** [slide/details below]

Mr. Pineo: This budget will be weird over the next few years. 9.81% increase = \$6446

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2024 TOWN MANAGER BUDGET
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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	
Public Safety Building							
01-42901-410 ELECTRICITY	21,909.14	18,747.91	18,898.00	13,190.33	15,841.00	15,841.00	-20.27%
01-42901-412 WATER	2,411.77	2,744.13	3,772.00	1,721.75	5,569.00	5,569.00	48.44%
01-42901-413 SEWER	1,375.71	1,430.60	3,022.00	810.81	3,917.00	3,917.00	29.62%
01-42901-433 MACHINERY MAINTENANCE	3,233.14	5,339.35	7,831.00	9,015.81	7,831.00	7,831.00	0.00%
01-42901-435 BUILDING MAINTENANCE	16,385.3	20,154.54	18,298.00	12,810.42	18,822.00	18,822.00	3.10%
01-42901-440 RENTALS & LEASES	6,204.05	4,413.05	1,351.00	1,350.84	1,351.00	1,351.00	0.00%
01-42901-450 INSURANCE	1,217.04	0.00	0.00	0.00	0.00	0.00	0.00%
400 Series Total	55,737.23	52,829.61	53,909.00	38,899.76	53,161.00	53,161.00	-1.37%
01-42901-420 OFFICE SUPPLIES	892.22	719.33	900.00	525.94	890.00	890.00	8.33%
01-42901-438 PROPANE	8,148.15	9,333.02	10,820.00	4,534.75	8,355.00	8,355.00	-22.78%
600 Series Total	7,548.37	10,052.35	11,420.00	5,060.69	9,065.00	9,065.00	-21.15%
01-42901-700 FURNITURE & FIXTURES	0.00	0.00	400.00	0.00	10,000.00	10,000.00	2,400.00%
700 Series Total	0.00	0.00	400.00	0.00	10,000.00	10,000.00	2,400.00%
01-42901-880 COVID-19 RELATED EXPENSES	0.00	917.00	0.00	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%
Public Safety Building Total	62,777.60	63,799.96	65,729.00	43,960.36	72,166.00	72,166.00	9.81%

Mrs. Murray: Line 412: How many quarters of water has been bill to this account?

Mrs. Carpentier: Three.

Chief Zotti: YTD at 50% as of today.

Mr. Deshaies: Why is 2024 request more than double that? (water line)

Mr. Freudenberg: Is this because of construction going on?

Mrs. Murray: I think that's on the contractor.

Chief Zotti: We took our 5-year average and carried it through.

Mrs. Murray: Can we revisit this?

Mr. Freudenberg: notes allocations for water in 2021, 2022.

Mrs. Carpentier: I see water payments through September - \$1900. \$913 is usage for August, but it's September's bill. Revisit water and sewer?

Mrs. Murray: yes.

Mr. Deshaies/Mr. Freudenberg question building and machinery maintenance lines. Want to be sure things are not being repaired that are being replaced in the new building.

Mrs. Murray: The building is not being torn down in the next year; it'll be after that. There's still a full year in the building.

Chief Zotti: We've reduced things like painting; HVAC in the building has been problematic for a long time, but we need to maintain it until we vacate the building. Temporary meter is going in so construction won't be charged to us. Generator was relocated – still has to be maintained until the new one is up. Very aware to just allocate for what needs to be fixed in the building.

Mrs. Murray: line 750 - \$10,000 for furniture.

Chief Zotti: Number will reflect that under the current timeframe, we will be able to We will be able to apparatus into the new apparatus bay Feb/March 2024 – not a lot of furniture; Oct./Nov. would be able to occupy some or all of the two-story office area in new building. Subject to negotiation but wanted to put a number in. There is some furniture that will carry over – desks, chairs, conference table; want an allowance of some sort end of 2024.

Mr. Freudenberg: Can we reduce that to \$5000 until 2025?

Chief Zotti: Yes.

MOTION Mrs. Murray to reduce the bottom line of this budget by \$5000. Second Mr. Freudenberg.

Approved 4-0.

Mr. Freudenberg: Fire truck being replaced – what will happen to that apparatus?

Chief Zotti: Actively pursuing a buyer through the dealer. We've been led to believe there's interest in the truck – we'll get something for it. No idea what we'll get. We'll hear more when we get closer.

➤ **Ambulance Service presentation** [PPT slides included and attached]

Mr. Pineo: explains timeline history and financials related to the 2023 RFP and establishing ambulance services in Wolfeboro.

If we were to take this on in 2025, we'd would not see all the profits until September the next year. Revenues would take three years to see what that will look like.

RESULTS FROM 2023 RFP AMBULANCE SERVICES

2/2023 - CHIEF ZOTTI BEGAN WORK ON RFP.

5/2023 - RFP ISSUED.

6/2023 - BIDS OPENED (2 BIDDERS).

7/2023 - MET WITH BOARD OF SELECTMEN BIDS.

8/2023 - PRESENTED PRELIMINARY INFORMATION.

9/2023 - DISCUSSIONS W/ INCUMBENT PROVIDER.

9/2023 - PRESENTED FIRE-BASED AMBULANCE REVENUE PROJECTIONS.

10/2023 - PRESENTING FINDINGS/RECOMMENDATIONS.

Bid Results - Ambulance Services

Action Contract Proposal	Option I 2 ALS 24/7/365	Option II 1 ALS 24/7/365 Mutual Aid	Option III N/A
2024 \$	1,472,000	\$ 661,649	
2025 \$	1,516,160	\$ 681,498	
2026 \$	1,561,644	\$ 701,943	
2027 \$	1,608,494	\$ 723,001	

Brewster Contract Proposal	Option I 2 ALS 24/7/365	Option II 2 ALS May - Oct	Option III 2 ALS w/1 for IFT's
2024 \$	900,000	\$ 600,000	\$ 300,000
2025 \$	927,000	\$ 618,000	\$ 309,000
2026 \$	954,810	\$ 636,540	\$ 318,270
2027 \$	983,454	\$ 655,636	\$ 327,818

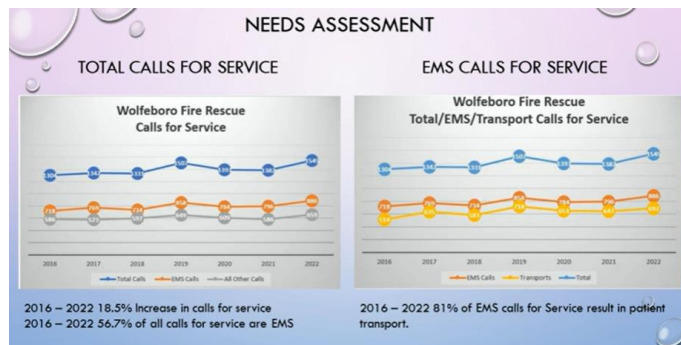
2024 IMPACT

- In 2024 Wolfeboro will experience a 171% or \$474,048 increase for the contract for Ambulance services. Increase = \$0.19 Per \$1,000 Assessed Valuation
- The \$750,000 ambulance contract equals 3.76% of the 2024 Proposed General Fund budget.
- \$474,047 Represents 2.80% of the 17.9% 2024 Proposed General Fund Budget Increase.

Mr. Pineo: [slide/details below]

2016-2022: 18.5% increase in calls for service; 56% were EMS calls.



2016-2022: 81% of EMS calls for service led to patient transport – numbers are from Stewarts Ambulance.




Mr. Pineo: [slide/details below] Wolfeboro has an aging population; older than communities evaluated. 57.6% of population is over 55. Average age 57.3.

NEEDS ASSESSMENT COMMUNITY DEMOGRAPHICS –AGING POPULATION								
		Medium Age	65 Plus	55 to 64	35 to 54	20 to 34	6 to 19	Under 5
Belmont	7,318	48.1	1446	1509	1848	919	1364	232
Bristol	3,348	42.8	586	444	957	537	543	181
Gilford	7,642	47	1629	1364	2144	865	1149	491
Hanover	11,612	22.8	1673	1210	1763	2849	3896	221
Littleton	6,015	49.8	1340	1113	985	1685	609	283
Plymouth	6,645	32	1060	674	1405	1443	2003	60
Tilton/Northfield*	8824	43.6	1573	1300	2447	1667	1352	485
Wolfeboro	6,373	57.3	2187	1487	1389	300	876	134
Wolfeboro Medium Age Compared to Average		87%	16.4	164%	137%	84%	21%	48%
*Tilton & Northfield Data Combined								
57.6% of Wolfeboro's population is over 55.								
Data from State of NH Employment Security-Community Profiles								

CURRENT SERVICES PROVIDED	
• WOLFEBORO FIRE-RESCUE	
• COMBINATION FIRE-RESCUE DEPARTMENT	
• FULL-TIME STAFFING LEVEL (14 SWORN FIRE PERSONNEL/1 CIVILIAN)	
• CHIEF (1) DEPUTY CHIEF - SALARY EMPLOYEES	
• (1) LIEUTENANTS (3) FIREFIGHTER/EMT'S (11/12) 2024 BUDGET – HOURLY EMPLOYEES (48HRS PER WEEK)	
• ON-CALL STAFFING LEVEL	
• STEWARTS AMBULANCE	
• CONTRACTED AMBULANCE SERVICES	
• 2 STAFFED AMBULANCES WITH 4 PERSONNEL 24/7/365	
• WOLFEBORO POLICE	
• PROVIDED SCENE SAFETY/SECURITY – NOT EMS PROVIDERS	
• WOLFEBORO CENTRAL DISPATCH	
• PROVIDE OVER THE AIR COMMUNICATIONS TO RESPONDERS FROM E-911 AND CALLER.	
• OSSISPEE VALLEY FIRE MUTUAL AID	

OPTIONS	
	Continue With Contracted Ambulance Services
	Operate Fire-Based Ambulance Services

STATUS QUO OPTION	
MAINTAIN A CONTRACTED AMBULANCE SERVICE.	
FIRE-RESCUE FULL-TIME STAFFING LEVEL OF 14. (7/2024)	
2 - ADMINISTRATION	
3 - LIEUTENANTS	
9 – FIREFIGHTERS	
MAINTAIN 48-HOUR AVERAGE WORK WEEK OVER 3-WEEK PERIOD	
DOES NOT = 4 FIREFIGHTER/EMT'S ON DUTY PER SHIFT (KELLY DAY)	
1 – CIVILIAN EMPLOYEE (35 HOURS PER WEEK)	
	

Mr. Pineo: Significant increases in 2024-2027. [slide/details below]

STATUS QUO OPTION					
Status Quo -Total Budget - Staffing of 12*					
	2023	2024	2025	2026	2027
Supervisory	\$ 326,768	\$ 338,306	\$ 349,980	\$ 362,077	\$ 374,630
Hourly*	\$ 1,483,783	\$ 1,687,637	\$ 1,810,478	\$ 1,873,178	\$ 1,938,106
Operational	\$ 532,018	\$ 744,968	\$ 744,968	\$ 744,968	\$ 744,968
Capital	\$ -	\$ -	\$ -	\$ -	\$ -
Contract	\$ 275,953	\$ 750,000	\$ 927,000	\$ 954,810	\$ 983,454
Total	\$ 2,618,522	\$ 3,520,911	\$ 3,832,426	\$ 3,935,033	\$ 4,041,158
Estimated Tax					
Rate Impact	\$ 1.05	\$ 1.41	\$ 1.53	\$ 1.57	\$ 1.62

Projects baseline budget with the following assumptions
 2 – Supervisors
 12 – Hourly Sworn Personnel
 Contracted Ambulance Service based on “low bid” for two ambulances in 2025
 3.5% wage adjustments & 5.0% Health Care adjustments

DISCUSSION

Mr. Deshaies: Are these the best numbers we have now?

Mr. Pineo: Confident in the \$750,000 for 2024 is a good number.

Mrs. Murray: Cannot guarantee 2025 contract at \$927,000?

Mr. Pineo: Correct. Some flags on some contract issues; we’re going in a good direction.

[presentation continues]

If we moved to option 1 *[slide/details below]*

OPTION I

- WOLFEBORO TAKES ON FIRE-BASED AMBULANCE SERVICES 1/2025
- NO CONTRACTED AMBULANCE SERVICES (1/2025)
- STAFFING CONFIGURATION
 - 3 - ADMINISTRATION
 - HIRE 1 FULL-TIME DEPUTY EMS (4/2024)
 - 16 – FIREFIGHTER/EMT'S (12/2024)
 - 4 – LIEUTENANTS (ONE PROMOTION)
 - HIRE 4 FIREFIGHTER/EMT'S (12/2024)
 - 12 – FIREFIGHTER/EMT'S

STAFF WOULD TRANSITION FROM 48 – 42-HOUR WORK WEEK
DECEMBER 2024

Option I

The diagram illustrates the staffing for Option I. At the top, it shows 3 administrators. Below them are 16 firefighters/EMTs organized into 4 groups of 4. At the bottom, it shows cross-staffed equipment, including a fire truck and an ambulance.

Mr. Pineo: Of the 3 administrators, 1 FT deputy EMS in administration work on staff training, policies/procedures and billing and collections up to speed in advance.

Hire additional four personnel Dec. 2024 for start Jan. 1, 2025. Hopefully, new union contract would be ratified. Only one month under old contract. Gives town financial advantage – no health insurance for employees 2024. 12 firefighter EMTs – Four groups of 4; Dec. 2024 transition from 48 to 42 hour work week. Fire truck and ambulance cross-staffed with personnel. to Fire department would have fire truck and EMS cross-staffed.

DISCUSSION

Mr. Deshaies: Option 1 show revenue projections?

Mr. Pineo: None at this point. We would not have any revenue projections for 18 months.

Mr. Deshaies: Option 1 shows break even with a slight savings by 2027.

Mr. Pineo: Yes – heading there. *[slide/details below – presentation continues]*

OPTION I

Option I - Total Budget - Staffing of 16 - Hiring 12/1/2024*

	2023	2024	2025	2026	2027
Supervisory	\$ 326,768	\$ 453,042	\$ 532,881	\$ 551,767	\$ 571,373
Hourly*	\$ 1,483,783	\$ 1,781,448	\$ 2,130,500	\$ 2,205,902	\$ 2,284,192
Operational	\$ 532,018	\$ 888,682	\$ 913,943	\$ 814,968	\$ 814,968
Capital	\$ -	\$ 280,000	\$ -	\$ 81,075	\$ 81,075
Contract	\$ 275,953	\$ 750,000	\$ -	\$ -	\$ -
Total	\$ 2,618,522	\$ 4,153,172	\$ 3,577,324	\$ 3,653,712	\$ 3,751,608
Estimated Tax					
Rate Impact	\$ 1.05	\$ 1.66	\$ 1.43	\$ 1.46	\$ 1.50

Projects baseline budget with the following assumptions
 Fire-Based Ambulance Services effective January 1, 2024 – Hiring date 12/2024
 3 – Supervisors
 16 – Hourly Sworn Personnel
 Contracted Ambulance Service based on "low bid" for two ambulances through 2024.
 3.5% wage adjustments & 5.0% Health Care adjustments

Mr. Pineo: Option II *[slide/details below]*

Same – but staff hired in July 2024; significantly more expensive. Five months of FT staff + health care costs and change from 48 hour work week to 42 hour work week; and negotiations impacted then and for 2025 contract. Essentially same as option 1 except for hiring dates.

OPTION II

- WOLFEBORO TAKES ON FIRE-BASED AMBULANCE SERVICES 1/2025
- NO CONTRACTED AMBULANCE SERVICES (1/2025)
- STAFFING CONFIGURATION
 - 3 - ADMINISTRATION
 - HIRE 1 FULL-TIME DEPUTY EMS (4/2024)
 - 16 – FIREFIGHTER/EMT'S (7/2024)
 - 4 – LIEUTENANTS (ONE PROMOTION)
 - HIRE 4 FIREFIGHTER/EMT'S (7/2024)
 - 12 – FIREFIGHTER/EMT'S

STAFF WOULD TRANSITION FROM 48 – 42-HOUR WORK WEEK JULY 2024

OPTION II

Option II - Total Budget - Staffing of 16 - Hiring 7/1/2024*

	2023	2024	2025	2026	2027
Supervisory	\$ 326,768	\$ 453,042	\$ 532,881	\$ 551,767	\$ 571,373
Hourly*	\$ 1,483,783	\$ 1,968,303	\$ 2,130,500	\$ 2,205,902	\$ 2,284,192
Operational	\$ 532,018	\$ 888,682	\$ 913,943	\$ 814,968	\$ 814,968
Capital	\$ -	\$ 280,000		\$ 81,075	\$ 81,075
Contract	\$ 275,953	\$ 750,000			
Total	\$ 2,618,522	\$ 4,340,027	\$ 3,577,324	\$ 3,653,712	\$ 3,751,608
Estimate Tax					
Rate Impact	\$ 1.05	\$ 1.74	\$ 1.43	\$ 1.46	\$ 1.50

Projects baseline budget with the following assumptions
 Fire-Based Ambulance Services effective January 1, 2024 – Hiring date of 7/2024
 3 – Supervisors
 16 – Hourly Sworn Personnel
 Contracted Ambulance Service based on "low bid" for two ambulances through 2024.
 3.5% wage adjustments & 5.0% Health Care adjustments

DISCUSSION

Mr. Deshaies: Option II almost at a break even by 2027.

Mr. Pineo: 2025, 2026, 2027 same numbers as option 1.

Option III - Preferred option – but most expensive. *[slide/details below-presentation continues]*

OPTION III

- WOLFEBORO TAKES ON FIRE-BASED AMBULANCE SERVICES 1/2025
- NO CONTRACTED AMBULANCE SERVICES (1/2025)
- STAFFING CONFIGURATION
 - 3 - ADMINISTRATION
 - HIRE 1 FULL-TIME DEPUTY EMS (4/2024)
 - 16 – FIREFIGHTER/EMT'S (7/2024)
 - 4 – LEUTENANTS (ONE PROMOTION)
 - HIRE 4 FIREFIGHTER/EMT'S (7/2024)
 - 12 – FIREFIGHTER/EMT'S
- 20 – FIREFIGHTER/EMT'S (7/2025)
 - HIRE 4 FIREFIGHTER/EMT'S

STAFF WOULD TRANSITION FROM 48 – 42-HOUR WORK WEEK JULY 2024

OPTION III

Option III - Total Budget - Staffing of 20 - Hiring 7/1/2024*

	2023	2024	2025	2026	2027
Supervisory	\$ 326,768	\$ 453,042	\$ 532,881	\$ 551,767	\$ 571,373
Hourly*	\$ 1,483,783	\$ 1,968,303	\$ 2,435,349	\$ 2,657,284	\$ 2,753,647
Operational	\$ 532,018	\$ 888,682	\$ 913,943	\$ 814,968	\$ 814,968
Capital	\$ -	\$ 280,000		\$ 81,075	\$ 81,075
Contract	\$ 275,953	\$ 750,000			
Total	\$ 2,618,522	\$ 4,340,027	\$ 3,882,173	\$ 4,105,094	\$ 4,221,063
Estimate Tax Rate Impact	\$ 1.05	\$ 1.74	\$ 1.55	\$ 1.64	\$ 1.69

Projects baseline budget with the following assumptions
 Fire-Based Ambulance Services effective January 1, 2024 – Hiring date of 7/2024 & 7/2025
 3 – Supervisors
 16 – Hourly Sworn Personnel/20 – Hourly Sworn Personnel
 Contracted Ambulance Service based on "low bid" for two ambulances through 2024.
 3.5% wage adjustments & 5.0% Health Care adjustments

Mr. Pineo: Status quo = few capital costs. *[slide/details below]*

If ambulance purchased in 2024 for fire-based ambulance service; lease-purchase = \$100,000/\$100,000= used ambulance. 2025 based on lease agreement, no lease payment in 2025; 2026=new ambulance delivery. Challenge in talking with peers, if we've secured a new ambulance in two years, we'd be doing well. This is a problem.

CAPITAL COSTS

AMBULANCES

	2024	2025	2026	2027	2028	2029	2030
Option I - Purchase	\$ 200,000	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
Tax Rate Impact	\$ 0.08	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
Option II - Lease	\$ -	\$ 100,000	\$ -	\$ -	\$ -	\$ -	\$ -
Tax Rate Impact	\$ -	\$ 0.04	\$ -	\$ -	\$ -	\$ -	\$ -
Option III - Lease	\$ -	\$ -	\$ 100,000	\$ -	\$ -	\$ -	\$ -
Tax Rate Impact	\$ -	\$ -	\$ 0.04	\$ -	\$ -	\$ -	\$ -
Option IV - Purchase	\$ -	\$ -	\$ -	\$ 100,000	\$ -	\$ -	\$ -
Tax Rate Impact	\$ -	\$ -	\$ -	\$ 0.04	\$ -	\$ -	\$ -
Option V - Lease	\$ -	\$ -	\$ -	\$ -	\$ 100,000	\$ -	\$ -
Tax Rate Impact	\$ -	\$ -	\$ -	\$ -	\$ 0.04	\$ -	\$ -
Option VI - Purchase	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 100,000	\$ -
Tax Rate Impact	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 0.04	\$ -
Option VII - Lease	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 100,000
Tax Rate Impact	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 0.04

Estimated Tax Rate Impact based on 2023 Tax Rate + \$0.04 Per \$1,000 Assessed Valuation

AMBULANCES – Not required under Status Quo
 Command Vehicle – Existing vehicle is approaching 8 years of service
 Vehicle should be kept in service and additional command vehicle secured regardless of options.

COMMAND VEHICLE

	2024	2025	2026	2027
Option I - Purchase	\$ 75,000	\$ -	\$ -	\$ -
Tax Rate Impact	\$ 0.03	\$ -	\$ -	\$ -
Option II - Lease	\$ -	\$ 75,000	\$ -	\$ -
Tax Rate Impact	\$ -	\$ 0.03	\$ -	\$ -
Option III - Purchase	\$ -	\$ -	\$ 75,000	\$ -
Tax Rate Impact	\$ -	\$ -	\$ 0.03	\$ -
Option IV - Lease	\$ -	\$ -	\$ -	\$ 75,000
Tax Rate Impact	\$ -	\$ -	\$ -	\$ 0.03

Estimated Tax Rate Impact based on 2023 Tax Rate + \$0.04 Per \$1,000 Assessed Valuation

Mr. Pineo: *[slide/details below]* Status quo vs. Option I or option II. Concurrent calls is a problem if there's only one ambulance. Contract needed with ambulance billing service. First year Tax revenues would not be established for 18 months.



Mr. Pineo: [slide/details below] Taxpayer costs shown

LEVEL OF STAFFING

	2023	2024	2025	2026	2027
Status Quo Total	\$ 2,618,522	\$ 3,520,911	\$ 3,832,426	\$ 3,935,033	\$ 4,041,158
Option I Total	\$ 2,618,522	\$ 4,153,172	\$ 3,577,324	\$ 3,653,712	\$ 3,751,608
Option II Total	\$ 2,618,522	\$ 4,340,027	\$ 2,355,324	\$ 3,653,712	\$ 3,751,608
Option III Total	\$ 2,618,522	\$ 4,340,027	\$ 3,882,183	\$ 4,105,094	\$ 4,221,063

	2023	2024	2025	2026	2027
Status Quo Total	\$ 2,618,522	\$ 3,520,911	\$ 3,832,426	\$ 3,935,033	\$ 4,041,158
Option I Total	\$ 2,618,522	\$ 4,153,172	\$ 3,577,324	\$ 3,653,712	\$ 3,751,608
Status Quo Minus Option I	\$ -	\$ (632,261)	\$ 255,102	\$ 281,321	\$ 289,550

2024 Increases of \$632,261 as compared to Status Quo

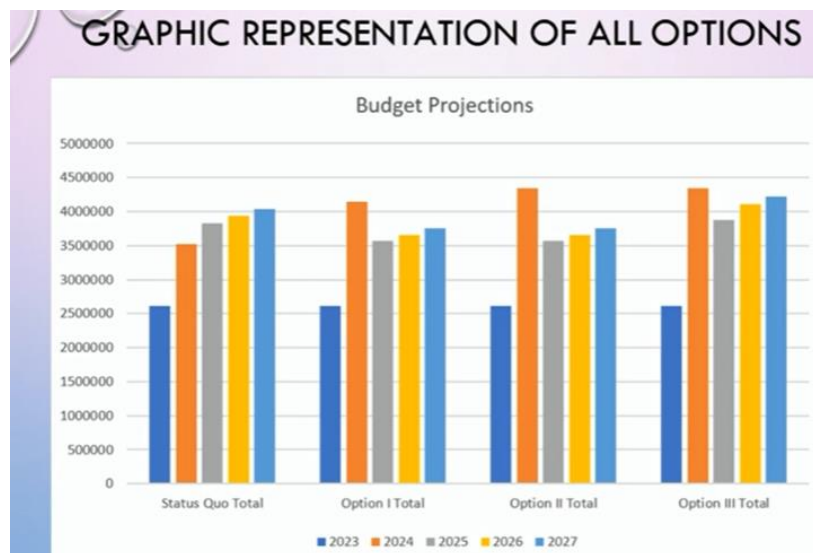
Wages/Benefits.
Operational On-Boarding New Staff.
Capital Expense.
\$632,261 = \$0.25 per \$1,000 Assessed Valuation.

Mr. Pineo: Status quo through 2027; Option II slightly more than option I.

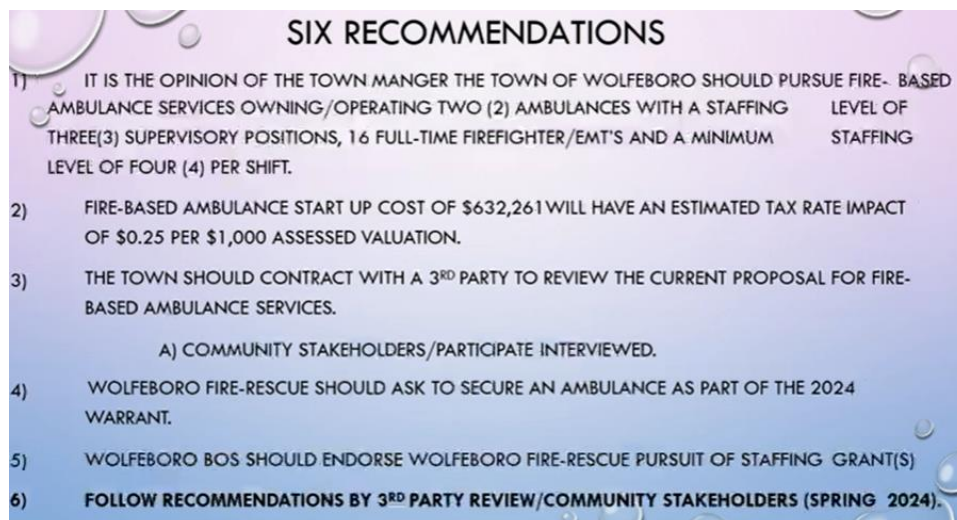
DISCUSSION

Mr. Deshaies: Could start with option I or II and work our way to option III more slowly.

Mr. Pineo: Correct. I'm here with my recommendations with options to grow. May be unpopular. I think this can be done.



Mr. Pineo: I have six recommendations. [slide/details below]



Discussion

Mr. Pineo: (recommendation 3) Hire a third party consultant to examine recommendations, lead stakeholder/union/public forum/input/etc.

Mrs. Murray: How much would that cost?

Mr. Pineo: Can dive into that tomrrow; don't think it's a terrible lift. Example: Water/sewer rate analysis and presentation is \$9000. This is different; we should be able to get this quickly.

Mr. Pineo: BoS should authorize fire chief to pursue staffing grants called Safer grants – hire people 3-4 people.

Mrs. Murray: Elephant in the room is moving the staff from 48-42 hours – six fewer hours. Concern about staff scheduling. It's not calculated out.

Mr. Pineo: Projections transition from 48 hours to 42 hours.

Mrs. Murray: Concerned about the cost. Staff loses 6-hours pay. I need those figures.

Mr. Freudenberg: Do not understand 42 + 48 hours.

Chief Zotti: Paid 48 hours straight time; Over that is OT/time-and-a-half. Kelly day concept disappears if we go to 42 hours/week.

Losing 6-hours pay is definitely an issue.

Mr. Deshaies: Bringing in a new firefighter will be at a lower rate. We won;t be as competitive.

Mr. Pineo: Critical we do the wage study in 2024 to look at transition to 42-hours/week – and negotiate the items. We can look at hourly rates for 42.

Mr. Freudenberg: Explain schedule

Chief Zotti: Rotating schedule would change. For 42-hours: common is 24 hours on/24 off; 5 days off.

Dep. Chief Nichols: Explains the 42 hour work week; 24 hour shift over the three week cycle.

Chief Zotti: 24-hour shift is industry standard; advantageous to Town and department; 12-hour shifts can lead to more overtime.

Mr. Pineo: 42-hour shift; three shifts prevents scheduling nightmare and more overtime.

Mrs. Murray: Salary bothering me. 42-hour work week could be dealt with by a stipend or increase the hourly rate. When new people hired, it's at higher rate.

Mr. Pineo: That's a strong possibility.

Mrs. Murray: Concerned about what we're projecting for salary.

Mr. Deshaies: Gross pay would be the same.

Dep. Chief Nichols: Hiring pool for firefighters has been shrinking last 10 years. Interviewed just three people last year for opening. To remain competitive, need the wage adjustment.

Mrs. Murray: Figure for new hires may be too low. Want to be able to have a good idea we're accurate. Do not want to take pay away from firefighters.

Mr. Pineo: Intangible is these are entry-level wages proposed. If Wolfeboro takes on fire-based EMS, I believe there will be seasoned paramedic firefighters who operate in other communities; but we will not be able to attract them with that rate.

Mrs. Murray: We should make adjustments now to make it reasonable.

Chief Zotti: Stipend idea was something I was thinking about, too.

Mr. Deshaies: Could be a good bridge/option.

Chief Zotti: We'd have to dig deeply; Fair Labor Standards also addresses regular rate of pay – defined legally; and there's the hourly rate; with the stipend, it gets divided up and configured for overtime.

Mrs. Murray: I want to know all that. Do we want to get new hires, new to firefighting, or do we want to get more seasoned people?

Mr. Deshaies: I'd say a mix; young people needed to be here 30-years.

Mr. Freudenberg: What is pay for non-fire-based paramedic?

Mr. Pineo: Fully loaded paramedic is \$44/hour. You calculate that out for a private ambulance service; 4 fulltime people 24/7/365 is \$1.5 million in labor costs.

Mr. Freudenberg: That's why they're running one paramedic level ambulance and rest are basics being paid \$18 an hour or so.

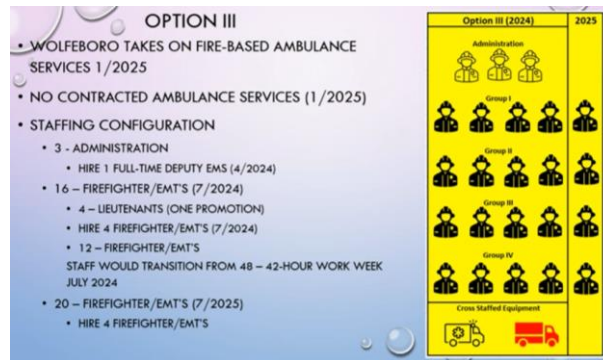
Mrs. Murray: I think we should look at four at different skill levels.

Mr. Pineo: This is a good baseline. I think it's time to have a third party take this baseline data assembled and analyze it. I've got more pressing items I have to deal with in my position.

Mrs. Murray: Yes; we still need to define what we wanted in those four new employees before we give it to anybody looking at it.

Mr. Pineo: That summarizes it

Dep. Chief Nichols: Option III my preference [*slide with details below*]; We talked about 42-hours vs. 48; the other issue is level of service expected by citizens and visitors: Two ambulances and staff fire engine. With this level/model (Option III), me and EMS deputy contrasting shifts – such as four on, four off; we'd have six people in the station during day when chief is there, (7 staff) Monday-Friday; we could cross staff two ambulances and a fire engine with that level of staffing. Pretty close to what we have now. With 70-bed memory care unit going in at Taylor and phase 3 at Harriman Hill; aging population and increase in calls, EMS costs are not going away.



Mr. Deshaies: Have we looked at a hybrid operation? Get an ambulance company to supply with one fulltime ambulance to offset us starting with one fulltime ambulance and transition? I'd like to get to option III, too. If they're going to charge us \$983,000 for two ambulances for 24/7/365; would there be an ambulance service to consider doing one ambulance service and we start with one ambulance.

Chief Zotti: If you look at the RFPs and options detailed here, we asked for essentially a status quo which is similar to what you're suggesting. My reaction is it's a possibility. We still have to address staffing, capital costs, etc.

Mr. Deshaies: Could we extend the transition? I want option III; but with public safety building, the rink; still paying on the library, it might be possible to take it slow.

Mr. Pineo: I think it's a doable option.

Chief Zotti: Option III came to be in part from BoS input; concern about moving forward with two staffed ambulances. We developed option III as a way to not go backwards. Minimum of two firefighters and four on two ambulances – this is five (option III); benefits – all could treat patients, fight fires, etc. The current setup two can fight fires and other things; four can strictly do patient care which has value. With five, it's functionally equivalent – we have other members respond when they're off duty and call members; the idea of having six respond is not a stretch. It's a big lift – in a tough year. phasing in ambulance services; What would you look at to phase in?

Mrs. Murray: I think Brian's "option 4" – a combination – to see if we can slow it down any of the costs down the line.

Chief Zotti: One caveat – nothing gets cheaper over time.

Mrs. Murray: So will contract costs – go up. Can say for sure tonight, I can endorse you looking for staffing grants. Go right ahead.

Chief Zotti: Once we get past the busiest part of the budget cycle, that's the next project – Safer Grants. It's a few months to fill out the forms; we'll need a BoS letter of support.

Mr. Deshaies: Willing to work with fire department to see if we can develop a Friends of the Wolfboro Ambulance Service. Perhaps someone from community could start this.

Mr. Freudenberg: Would have to be a private organization – not through the fire department.

Mr. Pineo: Back to the phased approach to fire-based ambulance, what are you looking at 3-4 years?

Mr. Deshaies: Our debt drops off big in 2029; wouldn't hurt as much; If we start in 2024/25; 2029 would be the second ambulance.

Mrs. Murray: I'd still like to put money in capital reserve and have the money when it's due and not get into borrowing.

Mr. Freudenberg: What does Tuftonboro do?

Chief Zotti: Stewarts is primary; fire truck backup. Center Ossipee has a similar model.

Mr. Pineo: Recently sent the BoS a letter about meeting with the regional boards; this is a god agenda item. Send me a note [Mr. Freudenberg] to ask that that be put on the agenda. Meeting date not set yet.

Dep. Chief Nichols: Mr. Deshaies on your proposal would that mean 2025, we'd run the backup or second ambulance with the one?

Mr. Deshaies: Probably, yes.

Mr. Pineo: OK to reach out for a cost estimate for a third party review of the ambulance service?

Mrs. Murray: Yes; have to do that.

Mrs. Carpentier: Does the wage study come before that independent study to justify ambulance service?

Mrs. Murray: We need ambulance service study in 2023 to justify this before we go to the voters – that is in 2023; wage study scheduled for 2024.

Mr. Pineo: Would like to see what ballpark for wage study; and ballpark for third party review and facilitator. Look at them from a cost-benefit standpoint and make an informed decision.

Mrs. Murray: Both studies in 2023?

Mr. Pineo: If we had to do both in 2024, sure. I would love to launch it sooner rather than later.

Mrs. Carpentier: Without the wage study it'll be hard to sell this because it didn't factor in all wage adjustments.

Mrs. Murray: They can estimate if we add a stipend or something.

Mr. Pineo: It's about an 8.75% difference; it's not a big deal.

Mrs. Murray: Whatever we have to do to calculate it so someone in the public audience doesn't ask "what's it going to cost you to go from there?" We'd better have that figure. Needs to be in the calculation here.

Mr. Freudenberg: Anyone else have anything? Asks for public input? None in person or online.

With no others to speak for or against the requests, vice chairman Freudenberg entertained a motion to adjourn.

It was moved by Mr. Senecal and seconded by Mrs. Murray to adjourn at 7:52 PM.

Respectfully submitted,



Brenda Jorett