

Wolfeboro Board of Selectmen  
Public Meeting Minutes-Approved  
October 25, 2016

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

**Staff present:** Town Manager David W. Owen, Finance Director Pete Chamberlin, Parks and Recreation Director Christine Collins, American Legion Director Jim Collins and Recording Secretary Michele Chamberlain

Chairman Harriman opened the meeting at 6:00 PM.

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

Mr. Owen stated a non-public session is needed to discuss real estate.

**BUDGET HEARING MEETING**

**New Business**

**A. Parks & Recreation Department**

**i. Patriotic Purposes**

Jim Collins addressed the Board.

**It was moved by Linda Murray and seconded by Dave Senecal to adjust line 01-45831-830 American Legion from \$7,435.00 to \$6,650.00. Members voted and being none opposed, the motion passed.**

Mr. Owen stated the Cate Memorial Events Committee will be sending a letter to the American Legion approving funds that they will be receiving.

Mr. Collins stated they have seen an increase in the number of flags in the cemeteries needed for Veterans. Mr. Collins stated there have been some issues with grave markers disappearing for one reason or another and quite a few had to be replaced last year. He stated the members of the American Legion are getting older in age and hopes to present to the Town two flag poles, with one for Pine Hill Cemetery and one for the new Middleton Road Cemetery. Mr. Collins would like to use one flag pole representing Veterans. The flag poles will be supplied through donations.

Mr. Collins stated the Kingswood Knights are having a game Friday night, October 28<sup>th</sup> at 7:00 PM and they will be having a dedication at half-time to servicemen.

Chairman Harriman questioned if there was level funding for Fireworks.

**ii. Administration**

Christine Collins addressed the Board.

Chairman Harriman questioned line 01-45201-440 Rentals & Leases. He asked if the department had bought a new copier.

Mr. Chamberlin explained there was a mistake in 2016 and they were correcting it.

Linda Murray questioned line 01-45201-550 Printing.

Ms. Collins explained that she has completed a lot of the graphic designs saving the department money and they got a good deal on the brochures.

Chairman Harriman questioned line 01-45201-562 Advertising.

Ms. Collins explained she had a hard time finding workers this year so she had to advertise more.

Linda Murray questioned line 01-45201-620 Supplies.

Ms. Collins stated she would be buying more supplies.

Linda Murray questioned line 01-45201-635 Gasoline. Ms. Murray asked if there was an amount missing or a mistake in the figure.

Ms. Collins stated the department uses the Town van but there isn't much driving so they don't use it that much.

The Board discussed that the figure of \$981.00 was high since only \$395.13 have been used so far. The Board agreed to let the Budget Committee discuss with Ms. Collins.

**iii. Maintenance**

Linda Murray questioned line 01-45202-117 Part Time Wages. She asked if the hourly wage was going up by 25 cents.

Ms. Collins stated she had an addition to the line.

Ms. Murray questioned if the amount of \$12.75 was an increase of 25 cents.

Ms. Collins stated yes.

Linda Murray questioned line 01-45202-341 Telephone. She asked if something wasn't posted.

Ms. Collins stated there was a mistake saying 35 cents when it should have been \$35.00 for telephone line 569-2513. Ms. Collins explained the cellphone stipends have not been completed but they had paid out for them.

Ms. Murray questioned if this was done monthly.

Ms. Collins stated it was not but it has been corrected so it will be done quarterly.

Pete Chamberlin stated line 01-45202-410 Electricity would be adjusted.

Chairman Harriman questioned line 01-45202-430 Vehicle Maintenance.

The Town Manager reduced the line. Ms. Collins stated reducing the line from \$3,000.00 to \$2,250.00 should be fine.

Chairman Harriman questioned line 01-45202-638 Propane. He asked why there was an increase of \$428.

The Board decided that last winter was mild so they kept the increase.

Chairman Harriman questioned lines 01-45202-650 Grounds Keeping Supplies and 01-45202-680 Safety Equipment.

Linda Murray questioned line 01-45202-710 Land/Land Improvements.

Ms. Collins stated they were still investigating because the Selectmen had put \$2,500 in last year.

Dave Senecal stated it was for trail maintenance.

Linda Murray asked if trail maintenance was done this year.

Ms. Collins stated they did some but not as much as they could have if they had the staff then more would have been done.

Ms. Collins asked for a budget reinstatement/ addition list. She requested an addition to Park Administration line 01-45202-114 Part Time Wages of adding a Crew Leader and an addition to Parks Abenaki line 01-45204-117 Abenaki Part Time Wages. Ms. Collins stated they are struggling hiring help with the wages they are offering. She stated most landscaping companies are paying \$16.00 per hour and we are only paying \$12.00 to \$12.75 per hour.

Mr. Owen stated he supports offering higher wages for the part-time seasonal employees.

Linda Murray stated it makes sense to hire a full time person and split their wages between Pop Whalen and the Operating Budget.

The Board and Ms. Collins discussed hiring a full time position instead of part time positions.

Mr. Owen stated part time help will still be needed.

Ms. Collins stated she is asking for 3 full time positions.

Chairman Harriman asked if a full time crew person is hired then would it eliminate any part time positions.

Ms. Collins stated it would eliminate one.

They discussed eliminating a part time worker for the cemeteries.

Chairman Harriman asked if it was easier to find summertime workers than fall/winter help.

Ms. Collins stated it wasn't because of the wages being offered.

Chairman Harriman suggested increasing the part time wages to \$14.00 per hour or \$15.00 per hour, not \$16.00.

Dave Senecal agreed to offer higher wages.

Linda Murray questioned what the market was for those jobs.

Ms. Collins stated she would like to see a chart for wages for part time workers instead of them receiving a quarter raise. The chart would show a minimum and maximum of what the Town was willing to pay for a certain position.

Linda Murray asked to put this position in the scale of the Pay & Classification Study.

Linda Murray reminded Ms. Collins that a person working for a landscaping company would not be getting benefits. Therefore, a full time position with benefits could have a lower rate of pay because of the benefits being offered.

The Board agreed to put this on the Revisit List.

#### **iv. Beaches**

Dave Senecal questioned line 01-45203-117 Part Time Wages. He asked how they were doing with hiring Lifeguards.

Ms. Collins stated they trained Lifeguards this spring and are hoping to do again this winter. She stated they had an increase in Lifeguards this year but their availability was limited.

Linda Murray questioned if the increase in wages was from \$11.25 last year to \$11.50 this year.

Ms. Collins stated yes.

Linda Murray questioned line 01-45203-412 Water. She asked why there was an increase.

Ms. Collins found that Albee Beach was not included in it. She stated they were paying it but it wasn't in there. Also, she stated they had Carrie Beach included and it was not needed.

Chariman Harriman questioned if the Town water went as far up as Albee Beach.

Luke Freudenberg stated he thought the Town water went to Birch Hill Estates.

Linda Murray asked if we had a pump or a well.

Linda Murray thought it was on Town water.

Ms. Collins increased the amount based on last year's usage.

Linda Murray questioned line 01-45203-431 Grounds Maintenance. She asked if the Town docks installation was being done by Town staff.

Ms. Collins stated it was right know. She stated she asked for a new dock in her Capital Outlay.

Linda Murray questioned when the Town docks were replaced.

Luke Freudenberg stated there all old pipe docks. He suggested getting the liability off the Town and hiring someone to do the job.

Chairman Harriman suggested a professional.

Ms. Collins stated the plan is to get one lighter dock and hire professional to install it every year.

Chairman Harriman asked if the gravel had been done this year.

Ms. Collins stated we are doing this year and next year but we were waiting for the parking lot to be clear.

Linda Murray asked if we were going from a sand parking lot to a gravel parking lot.

Ms. Collins stated yes.

Linda Murray questioned if that would improve the conditions.

Luke Freudenberg stated if you put gravel down then a base needs to be put down. He stated if you just put gravel over sand then you will have gravelly sand that becomes mud.

The Board discussed asking Dave Ford for his opinion about using gravel.

Luke Freudenberg questioned line 01-45203-680 Safety Equipment.

Ms. Collins stated they would be using more of the money.

Dave Senecal questioned line 01-45203-850 Misc Operating Expense. He thought the State did water testing.

Ms. Collins stated the State does the testing but we have to pay \$90.00 each time.

Linda Murray questioned line 01-45203-820 Professional Development. She asked if it could be lower.

Ms. Collins stated the line is for federal background checks every other year and for certification reimbursement. The money is depended on who is hired and who needs certification so it varies.

Linda Murray stated she would leave it for the Budget Committee.

**v. Abenaki**

Linda Murray questioned line 01-45204-380 Outside Services.

Ms. Collins stated Jim Bean mows the trails for \$80 per hour for twelve hours twice a year. She stated they could not do the mowing last year because they did not have money in the budget.

Linda Murray questioned line 01-45204-560 Dues & Subscriptions.

Ms. Collins stated the Tramway Registration and NH Ski Patrol will be coming now that we are closer to ski season.

**vi. Hockey Rink**

Linda Murray questioned line 01-45205-830 Programs.

Ms. Collins stated because of the hours we are renting the rink we are offering less hours.

Linda Murray questioned about an outside rink.

Ms. Collins stated an outside rink was not needed to comply with the grant that was given as long as the green space was kept. She stated an outside rink is really hard to maintain and it is weather dependent.

**vii. Programs**

Chairman Harriman questioned line 01-45206-117 Part Time Wages. He asked about the Head Tennis Instructor getting \$12.35 per hour and the Tennis Instructor getting \$14.50 per hour. He questioned whether this was correct.

Ms. Collins thought it was because the Tennis Instructor got less hours and she thought the person had returned year after year and it was her rate of pay.

Linda Murray questioned line 01-45206-400 Rentals & Leases. She questioned the number of Porta Potties needed.

Luke Freudenberg questioned whether the Porta Potty on Mill Street was in the budget for Parks and Recreation.

Ms. Collins asked if that Porta Potty was year round.

Luke Freudenberg stated no. It is only for the summer and questioned its use. He stated a lot of people have suggested to him to have a Porta Potty in Front Bay Park.

Linda Murray questioned line 01-45205-610 General Operating Supplies.

Ms. Collins stated more would be spent.

Linda Murray questioned line 01-45206-820 Professional Development. She stated professional development is consistently costing over \$3,000.00 and it went down to \$2,500.00.

Ms. Collins stated that is staff dependent.

**viii. Community Center**

Linda Murray questioned line 01-45207-435 Building Maintenance. She thought maintenance should be done and not cut.

**It was moved by Linda Murray and seconded by Dave Senecal to move line 01-45207-435 Building Maintenance back up to \$5,200.00 from \$4,420.00. Members voted and being none opposed, the motion passed.**

Linda Murray questioned line 01-45207-740 Furniture & Fixtures. She asked if a table was bought this year.

Ms. Collins stated three were bought and she would look as to why the money was not posted.

**ix. Clark House**

Linda Murray questioned line 01-45892-413 Building Maintenance.

Ms. Collins stated the Clark House is a work in progress. She stated she has Capital Outlays from last year and maybe from the year before that was not finished. The windows were projected to be completed in October but she has not heard back from the gentleman who was supposed to do the work.

Dave Bowers suggested Mark Lush and he could supply his email address.

Linda Murray stated the budget is being cut. Ms. Collins asked for \$2,517.00 and the request is for \$1,426.00.

**It was moved by Dave Senecal and seconded by Linda Murray to move line 01-45892-413 Building Maintenance up to \$2,517.00. Members voted and being none opposed, the motion passed.**

Linda Murray questioned line 01-45892-830 Programs. She asked what the programs were that the Historical Society provided.

**x. Pop Whalen**

Linda Murray questioned line 05-45890-117 Part Time Wages.

Ms. Collins stated it went up by a quarter.

Linda Murray questioned line 05-45890-433 Machinery Maintenance. She stated it was consistently down so why was she still asking for the same amount of funding.

Ms. Collins stated a lot of equipment had malfunctioned and they would be over budget by a lot this year.

Mr. Owen questioned line 05-45890-410 Electricity.

Mr. Chamberlin stated the correct amount is \$53,264.00.



Linda Murray questioned line 05-45890-630 Maintenance Supplies.

Ms. Collins stated more would be added.

Chairman Harriman questioned line 05-45890-740 Machinery & Equipment.

Ms. Collins stated more would be spent.

**xi. Cemeteries**

Chairman Harriman questioned line 01-41950-117 Part Time Wages. He asked why the amount spent was down.

Ms. Collins stated they had a hard time finding help.

Linda Murray questioned line 01-41950-650 Grounds Keeping Supplies. She stated nothing had been spent so far this year or last year.

Ms. Collins stated she would check.

**xii. Capital Outlay**

Ms. Collins asked for upgrades to Carry Beach and Brewster Beach bathrooms.

Luke Freudenberg questioned line 01-49617-740 Foss Field Complex Fencing Upgrade. He asked if all the fencing would be replaced on Foss Field.

Ms. Collins stated it was for the dugout area.

Chairman Harriman stated this will make the area visible.

Luke Freudenberg questioned line 05-49616-736 Pop Whalen Ceiling Tiles/Floor Mats.

Ms. Collins stated the tiles have been bought.

**It was moved by Linda Murray and seconded by Luke Freudenberg to change line 05-49617-732 2017 Replace Pop Whalen Boiler to \$8,750.00. Members voted and being none opposed, the motion passed.**

**Other Business**

None

**It was moved by Linda Murray and seconded by Dave Senecal to enter into non-public session under RSA 91:3 II (d) to discuss Real Estate. Roll call vote, Chairman Harriman – yes, Linda Murray – yes, Luke Freudenberg – yes, Dave Senecal – yes, and Dave Bowers – yes. Being none opposed, the motion passed.**

The Board re-entered public session at 8:25 PM.

**Dave Bowers moved the Wolfeboro Board of Selectmen to seal the minutes of the October 25, 2016 non-public meeting. Luke Freudenberg seconded. Roll call vote, Chairman Harriman – yes, Linda Murray – yes, Luke Freudenberg – yes, Dave Senecal – yes, and Dave Bowers – yes. Being none opposed, the motion passed.**

**It was moved by Dave Bowers and seconded by Luke Freudenberg to adjourn at 8:26 PM. Members voted and being none opposed, the motion passed.**

Respectfully Submitted,  
Michele Chamberlain