

**Wolfeboro Board of Selectmen  
Public Meeting Minutes-Approved  
Budget Hearings  
October 15, 2018**

**Members present:** Chairman Linda Murray, Brad Harriman, Paul O'Brien, Dave Bowers and Dave Senecal

**Staff present:** Town Manager Becky Merrow, MED Director Barry Muccio, Fire Chief James Pineo and Recording Secretary Michele Chamberlain

Chairman Murray opened the meeting at 6:03 PM.

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

Ms. Merrow stated a non-public session is not needed.

Chairman Murray stated after last Thursday's meeting it was decided to put Public Input at the end of a Budget Meeting and limit it to 3 minutes per resident, not to exceed 15 minutes in total.

Chairman Murray stated we need to reschedule the November 21<sup>st</sup> meeting this Wednesday so everyone needs to check their calendars.

**New Business - Budget Hearings**

**A. Electric Department**

**i. Administration**

**03-43410-260 Worker's Compensation**

Chairman Murray questioned that the line went down.

Mr. Muccio stated these numbers were already calculated and given to us with our packets.

Ms. Merrow stated worker's compensation is tied to salaries so if a salary goes up then typically worker's compensation goes up.

Chairman Murray stated the line is a negative number (-308.00).

The Board agreed to put this on the Revisit List.

**03-43410-311 Consultants**

Mr. O'Brien questioned if this was the line that was going to be spent when they start thinking about a new PPA.

Mr. Muccio stated yes, but we are two years out on that. It would not be started until September 2020.

Chairman Murray stated he had only spent \$30,127.17.

Mr. Muccio stated he still had some things that would be done before the end of the year. It will be very close.

### **03-43410-320 Legal**

Mr. Muccio stated this line gets hit every 5 years.

### **03-43410-410 Electricity**

Mr. Muccio stated purchased power went down this year.

### **03-43410-411 Heat & Oil**

Chairman Murray questioned if this was the year we switched to the pellet stove.

Mr. Muccio stated yes and hopefully it will lower the line even more.

### **03-43410-435 Building Maintenance**

Mr. O'Brien questioned if \$5,000.00 was the usual amount.

Mr. Muccio stated yes.

Mr. O'Brien questioned if the line usually gets spent.

Mr. Muccio stated yes.

### **03-43410-635 Gasoline & Oil**

Chairman Murray questioned where his gasoline and oil is being purchased.

Mr. Muccio stated at the Public Works Garage.

Ms. Merrow questioned if he was comfortable at the price he buys it at.

Mr. Mucci stated the price for next year is \$2.63 and he was not aware they could buy gas elsewhere.

Ms. Merrow stated we are looking into using Wex Cards. It is a program that allows you to purchase gas pre-taxed at the pumps.

Ms. Merrow stated Parks and Recreation will be using this.

Mr. Muccio stated he was all for saving money for his department.

Chairman Murray asked Ms. Merrow to find out if when the Town purchases gas if it is pre-taxed.

Mr. O'Brien stated Mr. Chamberlin signed a contract with a company several months ago.

Mr. Muccio stated Mr. Chamberlin did that this summer. (rack plus the agreed amount)

Mr. O'Brien stated he was not sure if the gas was pre-taxed but there should be a file.

Mr. Muccio wondered if there was a quantity that is defined.

Chairman Murray stated if we are paying taxes now we should switch over to the Wex cards because they are pre-taxed.

Ms. Merrow stated when signing a contract the Town is locked into those rates so if the price goes down we are still paying the higher rate.

### **03-43410-830 Programs**

Chairman Murray questioned why this line says new rate pending.

Mr. Muccio stated we are always a year behind with this number because of when the tax rate gets set.

Mr. Muccio stated this is the 2017 tax rate. Mr. Muccio stated we could keep this line open until later in the process.

Chairman Murray questioned if they should revisit this line.

The Board decided it was okay to leave the line as it was written.

## **ii. Distribution**

### **03-43420-114 Hourly Wages**

Chairman Murray questioned the increase of line 03-43420-114 by \$11,954.00.

Mr. Muccio stated this is the raise for lineworkers.

### **03-43420-210 Group Health Insurance**

Mr. O'Brien questioned if line 03-43420-210 went down because someone did a plan change.

Mr. Muccio stated yes.

### **03-43420-380 Outside Services**

Mr. O'Brien questioned the line increase of \$35,000.00.

Mr. Muccio stated we used to have \$115,000.00 for tree trimming and now it is at \$150,000.00. This is where we pay for storm damage and last year 66 % of our problems were related to trees and wildlife. He felt if he spent the money here that he would make up for it in overtime and outage costs.

### **03-43420-636 Diesel**

Mr. O'Brien questioned why diesel is up.

Mr. Muccio stated the cost of diesel went up this year.

Mr. O'Brien stated the mileage did not change just the price.

Mr. Muccio stated the price per gallon went up.

### **03-43420-810 Travel & Meetings**

Chairman Murray stated she was happy to see they were doing more training.

Mr. Muccio stated we have 3 apprentices right now and he is very happy with them. In January two of them will be starting their fourth year. We also have a second year apprentice.

### **iii. Generation**

#### **03-43430-117 Part Time Wages**

Chairman Murray questioned if this line went down because of decreasing a part time person.

Mr. Muccio stated we eliminated one part time person and got rid of a truck as well.

#### **03-43430-260 Workers Compensation**

Mr. Muccio stated this line is down by \$228.00.

#### **03-43430-311 Consultants**

Mr. O'Brien questioned why nothing has been spent so far.

Mr. Muccio stated he has always carried \$3,000.00 in this line for well monitoring. Mr. Muccio stated he talked to Ms. Merrow about using the money for a phase one assessment because we will not be completely covered under Brownfield. He suggested using this line item in 2019 to fund the phase one assessment of the site.

Chairman Murray questioned the electric building or the whole area.

Mr. Muccio stated he would consider the 95 Glendon Street and 22 Lehner Street as two sites.

Mr. O'Brien stated in 2018 these funds will lapse if they are not encumbered. He questioned if the electric building was on his balance sheet.

Mr. Muccio stated yes.

Mr. O'Brien questioned the proper way to move his balance sheet to the Town's balance sheet.

### **03-43430-380 Outside Services**

Chairman Murray questioned why this line was increased by \$3,000.00 because he has only spent \$2,958.38 so far.

Mr. Muccio stated this money will be spent.

### **03-43430-410 Electricity**

Mr. Muccio stated electricity is down by \$92,894.00. The reason it is down is because of the tax breaks and forward capacity has been relieved. We were required to carry more money with forward capacity.

## **iv. Capital Outlay**

### **Meter Reading Pick-Up**

Mr. Muccio stated this vehicle will be 13 years old in 2019 and will be approaching the 110,000 mile mark upon taking delivery of the new pick-up. A combination of age, condition and mileage has ultimately affected reliability. Extensive body repair due to rust was required in 2018 in order for the vehicle to pass inspection.

Chairman Murray questioned if it could go another year. Your paperwork shows it is listed as necessary not urgent.

Mr. Muccio stated he could not go another year.

The Board discussed that the paperwork shows in one place it was necessary and another is was urgent.

Mr. Muccio stated the Meter Reading Pick-Up should be urgent and the Generator should be listed as necessary.

Mr. Muccio stated he listed his capital outlay projects in order of priority. They are as follows:

- 1) Cowper Road Underground (Urgent/Urgent)
- 2) Meter Reading Pick-Up
- 3) Generator

#### 4) Air-conditioning

Mr. Muccio suggested eliminating the line urgent under the rationale section.

Mr. Muccio stated he would make the changes.

#### **Cowper Road Underground**

Mr. Muccio stated pole testing that was completed in 2017 identified numerous “non-restorable reject” poles within this off-road right-of-way. An agreement has been reached with abutting land owners of Cowper Road to allow a linking of the existing roadside pole line with primary underground which will allow this off-road section to be removed and abandoned. The cost of this project will be less than the alternative reconstruction of the old overhead line and Consolidated Communications has agreed to reimburse the MED 50% for the cost of the shared ditch and conduit system. Eliminating the non-accessible poles within the woods will ultimately improve outage restoration efforts.

Mr. Muccio stated he thought this project could be done for \$35,000.00.

#### **Generator**

Mr. Muccio stated the existing Generac generator was installed in 2005 and has required numerous repair visits from service repair companies throughout the last five years. Reliability continues to be an issue and this unit will no longer auto start in cold weather conditions. The past years we have been required to manually start this unit upon arrival after multiple attempts and repairs regardless of temperature and conditions. This facility is utilized as the operations center for power restoration efforts which include: outage reporting, emergency dispatching, emergency stock warehousing and mutual aid assistance. We cannot afford to be without reliable back-up generation.

Mr. O’Brien suggested getting a battery.

Mr. Muccio stated the unit was too old and it was too early for a battery. He stated he might be able to trade the unit or auction it off.

Ms. Merrow stated it will be valuable to someone.

Mr. Bowers questioned if there was any Federal Aid available.

Ms. Merrow stated maybe through FEMA.

Mr. Muccio stated we are meeting with FEMA tomorrow to wrap up last year’s problem in late October. We should be getting a check for \$75,000.00.

Ms. Merrow stated there is a lot of paperwork.

Mr. Muccio agreed.

Mr. O'Brien and Chairman Murray complemented Mr. Muccio on his paperwork being in order and very detailed.

Mr. Muccio thanked the Board and stated Judy McCormick, his Administrative Assistant does a great job of getting all his backup material. She spends a lot of time doing this.

### **Air Conditioning Upgrade**

Mr. Muccio stated the R22 Refrigerant air conditioning system at the Electric Department (Armory) building was installed in 2004. Expenditures for repairs over the last 5 years have equated to more than \$4,000.00. The Government has placed restrictions on the R22 as a refrigerant and it's no longer manufactured due to its environmental impacts on the ozone layer. As R22 is being phased out, replacement parts and Freon is becoming obsolete and expensive. The current system has had seasonal leaks which have been temporarily repaired with "stop leak" substance to enable usage this past summer. Ultimately, it is not a wise decision to expend additional money on repairs to maintain an obsolete system.

## **B. Fire/Rescue Department**

### **i. Emergency Management**

Chairman Murray questioned if there was anything in the budget for the Emergency Operations Plan.

Chief Pineo stated no. He stated they have talked about using code "red" but everyone is using that so when a true emergency happens people might ignore those types of messages. He is looking into different types.

Mr. O'Brien suggested looking at the system Plymouth State University uses.

Mr. Senecal questioned if the final Emergency Management Plan was completed.

Chief Pineo stated yes.

Mr. Senecal questioned where it was.

Chief Pineo stated at the Public Safety Building in the Emergency Management file cabinet. This will be discussed at the next Board of Selectmen's Meeting on Wednesday.

### **ii. Fire/Rescue**

#### **01-4220-113 Supervisory Salaries**

Chief Pineo stated we have worked really hard over the last two years on the wage study and implementing it. It has worked well since we have not had a rollover of employees but he felt there were still some adjustments that needed to be done. He felt Deputy Zotti's wages needed to be looked at. Deputy Zotti has been in his role for 14 years and he is on the lower part of the wage

scale. The firefighters are all making the same rate of pay so we are trying to make some adjustments.

Chairman Murray stated this was done with the lieutenants.

Chief Pineo agreed but they all got the same rate increase but they maintained separation for their length of service.

The Board agreed to put line 01-42200-114 Hourly Wages on the Revisit List.

**It was moved by Chairman Murray and seconded by Dave Bowers to put line item 01-42200-114 Hourly Wages on the Revisit List. Members voted and being none opposed, the motion passed.**

Chief Pineo stated Deputy Zotti is listed under line 01-42200-113 Supervisory Salaries.

**It was moved by Chairman Murray and seconded by Paul O'Brien to put line item 01-42200-113 Supervisory Salaries on the Revisit List. Members voted and being none opposed, the motion passed.**

#### **01-42200-140 Overtime**

Chief Pineo asked for the Board to look at the leave time replacement shifts. The \$570.00 per shift has not been adjusted. For a 24 hour shift the average it about \$700.00. This is putting us behind in the overtime line. We have already spent \$63,894.00 and we still have 6 Holidays left.

Chairman Murray asked Chief Pineo which item would be his first choice.

Chief Pineo stated his first choice is the wages and then overtime.

- 1) Firefighters
- 2) Deputy Zotti
- 3) Overtime

#### **01-42200-260 Workers Compensation**

Ms. Merrow stated this line is down. This might not have been calculated correctly.

The Board agreed to Revisit all lines 260 Workers Compensation in all budgets.

#### **01-42200-350 Medical Services**

Chairman Murray stated there is a note saying pending negotiation under this line as well as a note from the Town Manager for an additional 3%.

Chief Pineo stated we are looking at trying to get some language clarification from the contract for Stewart's Ambulance.



Ms. Merrow stated it is not the contract that we are in disagreement about with Stewart's Ambulance. It is about the staging of the second ambulance.

The Board agreed there were questions about the second ambulance that needed to be addressed.

Chairman Murray stated this needs to go on the Revisit List.

#### **01-42200-380 Outside Services-Hyd**

Chairman Murray questioned this line.

Chief Pineo stated the Budget Committee voted to set the yearly increase to 17.5% per year.

Mr. Senecal stated it has been a recommendation for years for it to be at 20%.

Chairman Murray suggested putting the line with the 20% increase.

**It was moved by Dave Senecal and seconded by Paul O'Brien to set line 01-42200-380 at the 20% rate per year. Members voted and being none opposed, the motion passed.**

Chairman Murray stated this needs to go on the Revisit List because we need the correct figure.

Mr. O'Brien stated it will be approximately \$363,000.00.

The American Water Association recommends a 20% rate.

Chairman Murray stated we have presented this to the Budget Committee many times.

#### **01-42200-430 Vehicle Maintenance**

Mr. O'Brien questioned if this line would be spent.

Chief Pineo stated yes.

#### **01-4220-610 Gen Operating Supplies**

Chief Pineo stated he made a mistake when he put in the department request for \$6,000.00. It was supposed to be at \$8,250.00 so that is reflected in the Town Manager's line. He will not be asking for a Capital Outlay but he will need \$2,250.00 for maintenance for his hose this year. This year's hose test we only failed 3 lengths so that is all that is needed.

The Board agreed to keep the line at \$8,250.00.

#### **01-42200-635 Gasoline & Oil**

Chairman Murray questioned where his gas is purchased.

Chief Pineo stated they purchase gas and diesel from the Highway Department.

Chief Pineo stated he will be looking at the Wex Cards.

#### **01-42200-740 Machinery & Equipment**

Chief Pineo explained why he needed stabilization equipment for \$8,000.00.

The line increased by \$1,700.00 from last year making the total line amount \$9,200.00.

Chairman Murray thanked Chief Pineo for all the detail in his reports.

### **iii. Public Safety Building**

#### **01-42901-410 Electricity**

Chief Pineo stated this line has an increase due to vandalism. He had to install 3 new lights.

Chairman Murray questioned if they had a camera.

Chief Pineo stated there are cameras at the Public Safety Building but the lighting was not good. This should help the cameras be more effective.

#### **01-42901-433 Machinery Maintenance**

Chief Pineo stated line 01-42901-433 has an increase of \$1,000.00 because the generator needs to be load tested. It is recommended that it be done annually and the last time our records indicate this was done was in 2003.

### **iv. Capital Outlay**

#### **Thermal Imaging Boat 1**

Chief Pineo stated there has been an increase in Dive Barges on the lake which is very concerning to him. He would like to acquire thermal imaging technology to be permanently mounted on Boat 1. Thermal Imaging technology is a tool which provides responders with an easily interpreted view which could prove to be critical when conducting shoreline searches, searches for victims in the water, boat/boaters in distress, and identifying where an object may have gone under the surface. This system will work in unison with the radar unit replaced in 2017, and provides supplemental technology for responders which are easily used. The system has no annual maintenance costs. It has a DVR included with it. The cost is \$17,000.00. FLIR is a company located in Nashua.

Mr. O'Brien questioned how many times the boat was dispatched a week.

Chief Pineo stated at least twice a week.

#### **Public Safety Building Study Phase 2**

Ms. Merrow stated we meet with Lavalley and they would like to do a contract by the hour but it would not exceed \$40,000.00. They would review all existing currently owned municipal properties and any properties that are on the market as well.

Mr. Senecal stated they can get the list from the Planning Board of all the properties that the Town owns.

### **C. Agencies**

#### **68 Hours of Hunger**

**It was moved by Dave Senecal and seconded by Paul O'Brien to put 68 Hours of Hunger back in the budget for \$3,000.00. Members voted and being none opposed, the motion passed.**

**It was moved by Dave Senecal and seconded by Paul O'Brien to approve all the agency requests. Members voted and being none opposed, the motion passed.**

Mr. O'Brien suggested encouraging all these groups to get together if they have not already done so.

Chairman Murray stated most of them are already collaborating with each other. This is not a government's job to do this.

### **Other Business**

Chairman Murray stated we are going to wait until October 22 to get the final on the union contracts.

Chairman Murray questioned if non-union raises should be discussed.

Mr. O'Brien stated he would like to do it later rather than sooner.

Chairman Murray questioned if we should wait for the unions to agree on their contracts.

Mr. Senecal stated he would rather wait. We need to wait for both unions to ratify the contracts.

The Board agreed.

**It was moved by Brad Harriman and seconded by Dave Senecal to adjourn at 7:38 PM. Members voted and being none opposed, the motion passed.**

Respectfully Submitted,  
Michele Chamberlain