

Wolfeboro Board of Selectmen
Public Meeting Minutes-Unapproved
October 22, 2020

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

Staff present: Town Manager James S. Pineo, Parks and Recreation Director Christine Collins, Assistant Parks and Recreation Director Justin Chaffee, Barry Muccio, Director of the Wolfeboro Municipal Electric Department, Police Chief Dean Rondeau, Captain Mark Livie, Police Department Executive Assistant Sherri Moore, Police Commissioner Steve Wood, Police Commissioner Bob O'Brien and Recording Secretary Amy Capone Muccio.

Chairman Harriman opened the meeting at 6:00 PM. He read the following pre-amble since the meeting this evening is both a combination of in person at the Great Hall and GotoMeeting:

Good Evening, as Chairman of the Wolfeboro Board of Selectmen, I am declaring that an emergency exists and I am invoking the provisions of RSA 91-A:2, III (b). Federal, state, and local officials have determined that gatherings of 10 or more people pose a substantial risk to our community in its continuing efforts to combat the spread of COVID- 19. In concurring with their determination, I also find that this meeting is imperative to the continued operation of town government and services, which are vital to public safety and confidence during this emergency. As such, this meeting will be conducted without a quorum of this body physically present in the same location.

At this time, I also welcome members of the public accessing this meeting remotely. Even though this meeting is being conducted in a unique manner under unusual circumstances, the usual rules of conduct and decorum apply. Any person found to be disrupting this meeting will be asked to cease the disruption. Should the disruptive behavior continue thereafter, that person will be removed from this meeting.

Please note that all votes that are taken during this meeting shall be done by Roll Call vote.

Let 's start the meeting by taking a Roll Call attendance. When each member states their name please state whether there is anyone in the room with you during this meeting, which is required under the Right-to-Know law.

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

Mr. Pineo stated a non-public session is not needed.

Budget Hearings

A. General Government

i. Town Clerk

Chairman Harriman noted unfortunately Ms. Waterman could not join us this evening.

Mrs. Murray noted the line for part time wages, 117 hasn't been spent, this is usually the line used for vacation coverage. She also questioned line 380 and what that line is used for, she thought she recalled this was the line used for the code updates.

Mr. O'Brien questioned line 620, noting it currently has low usage and same with postage, 625.

Mrs. Murray questioned line 740's usage.

Mr. O'Brien noted that Ms. Waterman advised them last year at this time the revenue was \$1.34 mil and this year it is at \$1.412 million.

The Board will revisit the above questions at the next meeting.

ii. Tax Collector

Brenda LaPointe, Tax Collector, addressed the Board and stated her Deputy Tax Collector, Kathy Ferland, is also present with her. She noted there is some extra funds included in her wages budget to plan for her retirement and allow for some training of the staff.

Mrs. Murray noted that some lines noted see back up information but the backup is not included in their book.

Ms. LaPointe summarized her back up information sheets.

Mr. Pineo stated he will forward the backup sheets to the Board.

iii. Town Manager

Ms. Murray noted the supervisory salary needs updating.

Mr. Harriman questioned if there is enough in office supplies.

Mr. Pineo replied yes, they purchased a remote phone for COVID 19.

iv. Health Officer

Mrs. Murray stated it appears this budget has a calculation error.

Mr. Pineo noted the Town Manager line is not rolled over, he will update such.

Schelley Rondeau, Health Officer, stated the Board was provided with a proposal for a increase in her stipend over the next three years.

Mr. Senecal believes there is an error in his stipend and it should be \$90 per week not \$80.

The Board will revisit the Health Budget next week.

v. Welfare

No comments

vi. Planning

Mr. Pineo will summarize the Planning budget. He noted the increase in line 113 and that the salary has increased to \$80,000 and will be at 40 hours per week since this position requires numerous night meetings and his staff also works a 40 hour week.

Mrs. Murray questioned the change in line 112.

Mr. Pineo replied that since the budget was printed, there was a Union increase for October that was not rolled over.

Mr. O'Brien noted some spelling errors in the back up.

Mrs. Murray questioned if the charrette funds have been encumbered.

Mr. Pineo replied he would confirm that tomorrow.

Mrs. Murray questioned the increase in line 560?

Mr. Pineo replied that one of the subscriptions increased, he believes it was LRPC but would verify that. He noted that line 810 programs is listed in the wrong spot and he would correct that as well.

vii. Planning Board

Kathy Barnard addressed the Board for the budget review and noted the Planning Board has put out a memo to delay the charrette due to COVID 19 and will encumber the funds to do it.

Mr. O'Brien questioned the increase in 562 and such should be explained.

Chairman Harriman replied those fees are a wash, they charge the customer the fee.

Ms. Barnard questioned if the postage line was added to the budget.

Mr. Pineo replied he did not see it and would look into it.

viii. Zoning

Mrs. Murray questioned the expenditure to date.

Mr. Senecal replied they have met all but two months.

Mr. Harriman suggested they revisit it.

Mrs. Murray noted that legal has not been spent much to date.

Mr. Pineo replied he would reach out to Mr. Sullivan and discuss those items and follow up at the next meeting.

ix. Code Officer

Mr. Pineo noted that they will also see a change in line 112 due to the collective bargaining agreement.

x. Brewster Building

Mrs. Murray noted the electricity is low.

Mr. Pineo replied they great hall rental is down. He also noted there is a new rate sheet from Primex and we are up \$1,358 over last year.

xi. Misc. Expense

Mrs. Murray questioned the expenditures to date.

Mr. Pineo stated there are some items to be posted to this line.

Other Business

None.

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

It was moved by Dave Senecal and seconded by Linda Murray to adjourn at 7:03 PM. Roll call vote; Linda Murray-yes, Paul O'Brien-yes, Brad Harriman-yes, Dave Senecal-yes, and Dave Bowers-yes. Being none opposed, the motion passed.

Respectfully Submitted,

Amy Capone Muccio