

**MINUTES**  
**Wolfeboro Board of Selectmen Meeting**  
**October 4, 2023**

In-Person Session at the Great Hall 2nd Floor, 9 Union St. Wolfeboro

**6:30 PM-Regular Session**

**BoS members Present:** Mr. Harriman, David Senecal, Linda Murray, Luke Freudenberg, Brian Deshaies

**Staff:** James Pineo, Tom Zotti, Wolfeboro Fire Chief, Nate Nichols, WFD

**Chairman Brad Harriman calls meeting** to order 6:42 p.m. following 6 p.m. BoS welfare agencies budget review.

**Mr. Harriman:** Need for non-public tonight? [Non-Public Session RSA 91-A: 3]

**Mr. Pineo:** Yes; two items – reputation and legal.

1. Consideration of Minutes
  - i. September 20, 2023 Regular Meeting

**Mrs. Murray:** One item –second motion, page 8 is missing who made the motion. **MOTION was made by Mrs. Murray, page 8.** Second is indicated in the minutes.

**Mr. Harriman:** Entertain a **motion to approve as amended?**

**Mrs. Murray:** **So moved; SECOND, Mr. Freudenberg. APPROVED 4-0. Mr. Senecal abstains [absent Sept. 20].**

- ii. September 6, 2023 Regular meeting

**Mr. Harriman:** These minutes were tabled at the last meeting; we received them and I forgot to put them in my packet.

**Mrs. Murray:** So did I.

**Mr. Harriman:** **Table the Sept. 6 minutes one more time. [no formal motion was entertained on the issue]**

**2. Public Hearing(s)**

***Unanticipated Funds/Donation***

- i. The Wolfeboro Board of Selectmen will hold a Public Hearing on Wednesday, October 4, 2023 at approximately 6:30 PM at the Great Hall Town Hall, 84 South Main Street, Wolfeboro, New Hampshire for the acceptance of unanticipated donation valued at an amount that is under \$10,000 in accordance with RSA 31:95-b III (a), relative to donation of **1929 Allgau Skis from Steven Reinfurt** to the Town of Wolfeboro for the Abenaki Ski Lodge.

**Chuck Smith,** Operations Director Abenaki Ski Area and Pop Whalen: Steve Reinfurt received the skies from a family when he visited in Germany. Will have a ceremony to accept the skies in December.

**Mr. Harriman** opens the public hearing. No public comments; closes public hearing. Board member questions?

**Mr. Deshaies:** Found 2019 minutes when this donation was made and accepted; but there was apparently no public hearing. It's a great story.

**Dr. Steven Reinfurt:** Explains history and significance of the skies which will be hung over the mantel at Abenaki Ski Lodge. Former international first responder; 2 years in Asia; 28-years in Europe. Ten year journey to bring the skies to the last remaining family member, their father's skies. 1929 Allgau

Skis in great condition; stored 80+ years; impeccable condition. States that Abenaki deserves the skis being the oldest community-operated ski area in the U.S.

Nov. 11 event – Veteran's Day. Abenaki race team, coaches and people who make Abenaki a wonderful team. Children will carry the story forward. Skies will be unveiled.

Dec. 9 formal event from international to national takes place; invited Gov. Sununu; Boston consulate of Germany invited. 10<sup>th</sup> Mountain Division of Germany invited to honor the man. Newspaper reporters aware. Abenaki will be seen as remarkable. Rest of the story will come forward.

**MOTION Mr. Freudenberg to accept unanticipated donation valued at an amount that is under \$10,000 in accordance with RSA 31:95-b III (a), relative to donation of 1929 Allgau Skis from Steven Reinfurt to the Town of Wolfeboro for the Abenaki Ski Lodge. SECOND Mr. Deshaies. APPROVED 5-0**

ii. The Wolfeboro Board of Selectmen will hold a Public Hearing on Wednesday, October 4, 2023 at approximately 6:30 PM at the Great Hall Town Hall, 84 South Main Street, Wolfeboro, New Hampshire for the acceptance of unanticipated funds for an amount donated that is over than \$10,000 in accordance with RSA 31:95-b III (a), relative to donation of funds up to \$500,000 from the Wolfeboro Cross Country Ski Association for the purpose of installing snow making along the Abenaki Cross Country ski trails.

**Mr. Pineo:** funds have been raised for snowmaking expansion so they can get this installed and operational for the 2023-24 ski season.

**Mr. Harriman:** Opens public hearing; no comments from public; Closes public hearing. Board members? We have heard about this several times from the Wolfeboro Cross Country Ski Association.

**Mrs. Murray:** Exciting it will happen this year.

**Mr. Harriman:** Entertain a motion?

**MOTION Mr. Freudenberg to accept unanticipated donation over than \$10,000 in accordance with RSA 31:95-b III (a), relative to donation of funds up to \$500,000 from the Wolfeboro Cross Country Ski Association for the purpose of installing snow making along the Abenaki Cross Country ski trails. SECOND, Mr. Deshaies. APPROVED 5-0.**

**Mr. Harriman** thanks the Wolfeboro Cross Country Ski Association.

iii. The Wolfeboro Board of Selectmen will hold a Public Hearing on Wednesday, October 4, 2023 at approximately 6:30 PM at the Great Hall Town Hall, 84 South Main Street, Wolfeboro, New Hampshire for the acceptance of unanticipated donation in an amount that is under \$10,000 in accordance with RSA 31:95-b III (a), relative to donation of \$500 for the Pop Whalen Scholarship Fund.

**Mr. Pineo:** Creation of an account to help families that may not be able to afford ice time and equipment at Pop Whalen. Scholarship would help offset those costs. Chuck Smith could answer any other questions.

**Mr. Harriman:** Opens the public hearing; no comments/questions. Board members?

**Mrs. Murray:** Great that there's a set fund that people know they can get a scholarship.

**Mr. Harriman:** Do we know who will administer the scholarship fund?

**Mr. Pineo:** Not sure who the agent will be to expend funds. I believe that has to be worked out.

**Mr. Harriman:** This gets the fund started. Motion?

**MOTION Mr. Freudenberg to accept unanticipated donation in an amount that is under \$10,000 in accordance with RSA 31:95-b III (a), relative to donation of \$500 for the Pop Whalen Scholarship Fund. SECOND Mr. Senecal. APPROVED 4-0. Mrs. Murray abstains.**

### 3. Bulk Vote

- A. Weekly Manifests
  - i. September 22, 2023 \$ 1,496,278.23
  - ii. September 29, 2023 no accounts payable run
- B. NH Department of Revenue annual filings
  - i. MS-1
  - ii. MS-1V
- C. Intent to Cut Wood/Timber
  - i. Cowper Rd Tax Map 59 Lot 2
- D. Property Tax Credit/Exemptions
  - i. 65 Milwood Road Tax Map 218 Lot 44
  - ii. 65 Milwood Road Tax Map 218 Lot 44
  - iii. 137 Cotton Valley Rd Tax Map 137 Lot 7

**MOTION Mr. Freudenberg to accept the BULK VOTE ITEMS A-D. SECOND Mrs. Murray. APPROVED 5-0.**

### 4. Board/Committee Appointments:

#### ***Sidewalk Committee***

- |                       |                         |
|-----------------------|-------------------------|
| i. Brenda Jorett      | Term expires March 2025 |
| ii. Mary Devries      | Term expires March 2025 |
| iii. Michael Bilodeau | Term expires March 2025 |
| iv. Bobbi Boudman     | Term expires March 2025 |
| v. Shirley Felong     | Term expires March 2025 |

**Mr. Harriman:** reads list of five people who have volunteered to be on the BoS Sidewalk Committee for about an 18-month term.

**MOTION Mrs. Murray to appoint the five people named to the Sidewalk Committee. SECOND Mr. Deshaies. APPROVED 5-0.**

### 5. New Business

- B. **Approval: Request for parking spaces in front of Front Four Cellars Oct. 8<sup>th</sup>**  
**Michael Bilodeau:** co-owner Front Four Cellars, 13 Railroad Ave.: Oyster Fest at the shop Oct. 8, 2-6 p.m. Asks permission to occupy two Central Ave. parking spots to have oysters, etc. outside the shop/venue because of space constraints.  
**Mr. Harriman:** Clarifies Mr. Bilodeau will serve alcohol inside the building; not outside.  
**Mr. Bilodeau:** Correct.  
**Mr. Harriman:** Board questions?  
**Mrs. Murray:** This is OK for October; don't want to get in the habit of doing this in summer.  
months because of parking needs.  
**Mr. Deshaies:** Issue could end up being considered by the sidewalk committee. If this happens piecemeal again, if we issue an allowance for one; other businesses come forward with similar requests at different times – including peak periods.  
**Mrs. Murray:** We've allowed some use of parking spaces after hours – starting at around 5:30 p.m. [Such as Bailey's Bubble]  
**Mr. Deshaies:** And there was an allowance in a parking area for a chamber event. We are going to have to have a policy for this.

**Mrs. Murray:** I think we do have a policy. No problem with this request because it's coming up. Then work it out for the future.

**Mr. Harriman:** Agree. Though it's October; it's a holiday weekend, That section of the street on a Sunday afternoon is not that busy. OK with this – this time around.

**Mr. Deshaies:** Columbus/Indigenous Peoples Day is busy; tour busses; people walking around. OK this time. Will need to address this as a policy going forward.

**Mrs. Murray:** Agree we need a policy; Agree with Brad, Sunday less busy/slower with fewer parking issues.

**MOTION Mrs. Murray granting the request for parking spaces in front of Front Four Cellars Oct. 8, 2p.m.-6p.m. SECOND Mr. Senecal. APPROVED 5-0.**

*[off microphone]* Josephine Amatucci asking about her request to be on the BoS agenda.

Mr. Harriman/Mr. Senecal: You were on the was the last meeting's agenda. You did not attend. You may speak during public input.

Mr. Harriman: moves ahead with agenda.

## **B. Discussion: Emergency Shelter Pop Whalen Ice Arena and Arts Center**

**Tom Zotti, Wolfeboro Fire Chief/Emergency Management Director:** Chuck Smith, Abenaki/Pop Whalen Operations Director asked about grant opportunities for Pop Whalen generators. Similar to library, NH Homeland Security/Emergency Management looks favorably on these things when part of emergency operations plan and designated as shelters for the town during emergencies. Asks BoS to approve adding Pop Whalen Ice and Arts Center to list of emergency shelters and operations plan. A motion and approval and attaching minutes to the plan will help as the grant application is made. Chuck Smith is here to answer questions.

**Mrs. Murray:** Has the library been granted funds for the generator? We could have two competitive grant applications.

**Chief Zotti:** Not sure they're competing grant applications. Still awaiting paperwork to file with the state. State wants ever vendor quote from the generator supplier, electrician, fuel, other construction/digging. Still compiling that. Started an initial application [for Pop Whalen].

**Mrs. Murray:** Wants to be sure grants are not competing.

**Chief Zotti:** Can pursue that tomorrow and get a better answer. Typically, it's a 50-50 grant.

**Mr. Deshaies:** Is there a limit to number of shelter areas? Based on population, square feet, beds?

**Chief Zotti:** Believe that's a local decision based on emergency operations plan. Under current 2018 plan. Public Safety Building is still the emergency shelter. We should agree that now, that's not the best choice.

As facilities have been upgraded and expanded, we've looked at adding those facilities.

**Mr. Deshaies:** Is Great Hall an emergency shelter?

**Chief Zotti:** Not technically designated. We've offered it as a cooling shelter. We could pursue that and add it to our emergency operations plan.

**Mr. Deshaies:** We have a generator here outside Town Hall. Would be good to have Great Hall, library, new public safety building.

**Chief Zotti:** Having those options is good considering the nature of whatever emergency might be; location; access.

**Mr. Deshaies:** If something happens in a section of town; they'd be moved to a closer shelter.

**Mr. Senecal:** Will generator be used for Pop Whalen or for Abenaki Lodge and maintenance building?

**Chuck Smith, Abenaki/Pop Whalen Operations Director:** Generator would power the ski area and ice arena; not the maintenance building.

**Mrs. Murray:** If we have to come up with the 50% do we budget for that at all? As I recall for the library, we had to come up with installation costs – which were not small. We should know what the full package cost will be.

**Mr. Smith:** Getting a price from [an electrician firm -could not understand name] including setting the generator on top of a vault.

**Mrs. Murray:** Chief Zotti- how long has the library been going? Are we looking at another budget cycle before we have to pay the other half?

**Chief Zotti:** Not sure we've gotten that far yet. Waiting for vendor quotes to get the state involved to see how it will look.

**Mrs. Murray:** So we may not have to address this in the 2024 budget.

**Mr. Smith:** If we make it by 2025, it'd be great.

**Mr. Harriman:** They're about a year out.

**Chief Zotti:** Grants typically come with a performance period; complete the project in 12 months – something like that.

**Mrs. Murray:** Just wanted to be sure we didn't have to add this to the 2024 budget. I'm fine.

**Mr. Harriman:** Just being asked here to add the Pop Whalen Ice and Arts Center to list of emergency shelters and operations plan. Pending applications, if the =generator does not happen, we'd take it off the list. Calls for motion on this- this is just a discussion. So we'll proceed forward with more information to come. .

**C. Discussion: Preliminary Ambulance Plan** [below + **attached PDF** with slide/details showing staffing, costs, etc. from Mr. Pineo]

AMBULANCE SERVICES – ONLY SLIDE					
This document will go into detail regarding staffing options and the expenses for each option. The options are summarized below.					
Summary of Budget Projections Based on Options					
	2023	2024	2025	2026	2027
Status Quo Total	\$ 2,618,522	\$ 3,520,911	\$ 3,832,426	\$ 3,935,033	\$ 4,041,158
Option II Total	\$ 2,618,522	\$ 4,153,172	\$ 3,577,324	\$ 3,653,712	\$ 3,751,608
Option III Total	\$ 2,618,522	\$ 4,340,027	\$ 3,577,324	\$ 3,653,712	\$ 3,751,608
Option IV Total	\$ 2,618,522	\$ 4,340,027	\$ 3,882,173	\$ 4,105,094	\$ 4,221,063
Status Quo –	Contracted Ambulance Services no additional staffing				
Option II -	Hire five (5) Full-time employees December 4, 2024. Fire-Based Ambulance 1/1/2025				
Option III -	Hire five (5) Full-time employees July 1, 2024. Fire-Based Ambulance 1/1/2025				
Option IV-	Hire five (5) Full-time employees July 1, 2024. Fire Based Ambulance 1/1/2025 Hire four (4) Full-time employees July 1, 2024.				

**Mr. Pineo:** In your budget book – 30-page document that is preliminary ambulance options. Currently out for peer review. Want to at Oct. 12 budget review/ for fire department and ambulance, the plan goes through a background of how we got to this point in taking over ambulance services inhouse; various startup issues; annual operating costs; misc. costs through 2027 at various staffing levels. Staffing levels range from status quo maintaining contracted service to total staffing level of up to potentially 20; in between staffing of 16.

In 2024 budget, department will be at level of 12. Provides operational costs to outfit staff and capital expenses with it. It is expensive and hard decisions made as we move through this. Anticipate for Oct. 12 meeting a full PPT presentation this helps you with best options we have been able to put together for the Oct. 12<sup>th</sup> meeting.

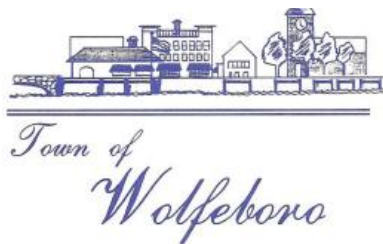
**Mr. Harriman:** Any questions from the board?

**Mrs. Murray:** Hard to comment when we haven't seen anything. We'll have a lot of reading to do.

**Mr. Freudenberg:** A lot of numbers to go through.

**Mrs. Murray:** We have the ambulance and budget; we have a lot on our plate in next couple of weeks.

**D. Approval: 2024 Budget Schedule and Budget Books** [see below + attached PDF of Mr. Pineo's slides/budget details]



**BOARD OF SELECTMEN**

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

James S. Pineo, Town Manager

**TO:** Wolfeboro Board of Selectmen  
**FROM:** James S. Pineo - Town Manager  
**CC:**  
**DATE:** October 4, 2023  
**RE:** 2024 Proposed Budget

The 2024 Budget Guidelines contained a budgetary goal to not increase the 2024 Proposed General Fund Operating Budget by \$1,663,546 or 9.75% over 2023. I have not achieved this goal. The Proposed 2024 General Fund Operating Budget is currently \$3,029,330 or 17.9% over 2023. The chart below outlines where \$2,546,805 or 15.04% of the increases and the budget account number where the increases are documented.

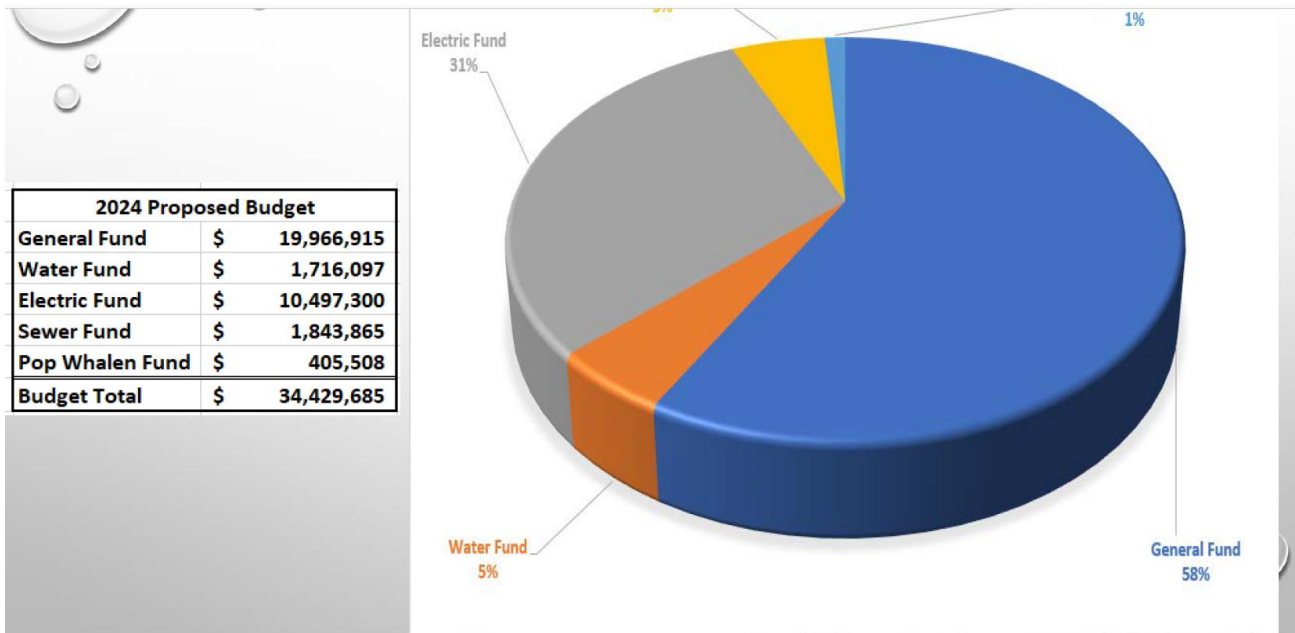
Acct.	General Fund Budget	Increases	
41301	Executive Budget	\$ 70,295	0.42%
41302	TM Wage & Benefit Study	\$ 25,000	0.15%
41504	Property Revaluation	\$ 200,000	1.18%
	Personnel Administration		
41550	Health Insurances	\$ 359,438	2.12%
41906	Property & Liability Insurance	\$ 16,539	0.10%
42150	Ambulance Services	\$ 474,047	2.80%
42200	Fire Truck Lease - In Budget	\$ 182,500	1.08%
	Street & Highway - Maint. Supplies		
43120	Road Treatment	\$ 111,342	0.66%
43240	Solid Waste	\$ 184,261	1.09%
47110	Debt Service	\$ 565,269	3.34%
49131	Sewer Transfer	\$ 71,137	0.42%
Misc.	Non-Union Wage Adjustment 3.5%	\$ 80,065	0.47%
Misc.	AFSME Wages 3.5%	\$ 75,392	0.45%
Misc.	NEPBA Wages 3.0%	\$ 28,720	0.17%
42200	Hiring 3rd Firefighter	\$ 102,865	0.61%
Total of Items Identified		\$ 2,546,870	15.04%

There is much work to be done to bring this budget to my original goal of 9.75%, which I am not sure if such a benchmark is even achievable. However, I, along with Department Heads, stand prepared to work through this process and make the necessary adjustments while striving to maintain the current level of service.

*End of Document*

**Mr. Pineo:** Budget books in front of you are complete. Inside front; a letter from me. Outlines current operating budget. Goal WAS a 9.75% increase; actual increase turned out to not be close – 17.9% increase in the general fund operating budget. Letter includes a summary:

- \$2.5 million of increases- include:
  - Executive budget: +\$70,000
  - Town Manager requesting a wage and benefit study estimated at \$25,000
  - Property re-evaluation: +\$200,000
  - Personnel administration for health and medical insurance: +\$359,000
  - Property and liability insurance increases: +\$16,000
  - Ambulance contracted service: +\$474,000
  - Fire truck lease: +\$182,000
  - Highway department maintenance supplies/gravel and road treatment: +\$111,000
  - Solid waste tipping fees: +\$184,000
  - Deby service: +\$565,000
  - Sewer transfer increase: +\$71,000
  - Two union contracts ratified last year:
    - AFSCME contract 3.5% = +\$75,000
    - Police contract 3% = +\$28,000
- 2024 budget total = \$34,429,685
- Behind the letter from me, current estimate for warrant articles for 2024 based on what we went through for CIP process. That spread sheet contains operating budget; bottom right is all-in number for operating budget.
- I wish I had better news.





The 2024 Town Manager Budget contains a 13.5% or \$28,545 increase over 2023.

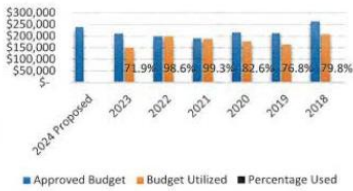
Budget Increases:

Wages	\$6,630
Benefits	\$974
Consultants	\$25,000
Total	\$32,602

The consultant line is to perform a wage & benefit study in 2024.

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

#### Budget Utilization



Approved Dated: 09/30/2023  
Revision Date:

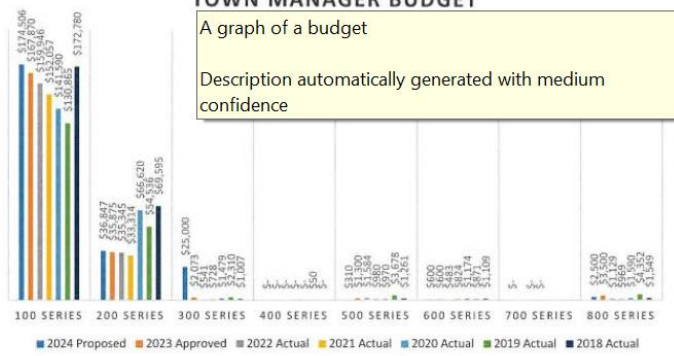
#### TOWN MANAGER WAGES



#### TOWN MANAGER BUDGET

A graph of a budget

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#### 2024 TOWN MANAGER PROPOSED BUDGET



Run: 9/27/23  
8:48AM

## 2024 TOWN MANAGER BUDGET

Town of Wolfeboro

Page: 3  
Carpentier  
ReportBudgetMF

		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	
<b>Town Manager</b>								
01-41302-112	CLERICAL SALARIES	40,621.43	44,041.40	45,869.00	33,801.26	46,654.00	47,839.00	4.29%
01-41302-113	SUPERVISORY SALARIES	110,265.79	115,064.60	121,161.00	88,711.80	122,613.00	125,827.00	3.85%
01-41302-133	PHONE STIPEND	1,170.00	840.00	840.00	630.00	840.00	840.00	0.00%
100 Series Total		152,057.22	159,946.00	167,870.00	123,143.06	170,107.00	174,506.00	3.95%
01-41302-210	HEALTH INSURANCE	0.00	0.00	0.00	0.00		0.00	0.00%
01-41302-215	LIFE INSURANCE	432.00	0.00	0.00	0.00		0.00	0.00%
01-41302-218	DISABILITY	902.64	0.00	0.00	0.00		0.00	0.00%
01-41302-219	DENTAL INSURANCE	0.00	0.00	0.00	0.00		0.00	0.00%
01-41302-220	SOCIAL SECURITY	12,221.03	12,974.04	12,842.00	9,982.97	13,013.00	13,350.00	3.96%
01-41302-230	RETIREMENT	5,506.93	6,192.53	6,323.00	4,692.74	6,312.00	6,473.00	2.37%
01-41302-231	ICMA RETIREMENT	13,947.26	16,178.16	16,710.00	12,307.56	16,590.00	17,024.00	1.88%
01-41302-250	UNEMPLOYMENT COMP.	34.33	0.00	0.00	0.00		0.00	0.00%
01-41302-260	WORKERS COMPENSATION	269.88	0.00	0.00	0.00		0.00	0.00%
200 Series Total		33,314.07	35,344.73	35,875.00	26,983.27	35,915.00	36,847.00	2.71%
01-41302-311	CONSULTANTS	0.00	0.00	1,000.00	375.00	25,000.00	25,000.00	2,400.00%
01-41302-341	TELEPHONE	727.82	541.43	1,073.00	0.00		0.00	-100.00%
300 Series Total		727.82	541.43	2,073.00	375.00	25,000.00	25,000.00	1,105.98%
01-41302-431	EQUIPMENT MAINTENANCE	0.00	0.00	0.00	0.00		0.00	0.00%
400 Series Total		0.00	0.00	0.00	0.00	0.00	0.00	0.00%
01-41302-550	PRINTING	0.00	43.65	200.00	0.00	200.00	200.00	0.00%
01-41302-560	DUES AND SUBSCRIPTIONS	110.00	110.00	1,100.00	11.75	110.00	110.00	-90.00%
01-41302-562	ADVERTISING	870.00	1,430.00	0.00	200.00		0.00	0.00%
500 Series Total		980.00	1,583.65	1,300.00	211.75	310.00	310.00	-76.15%
01-41302-620	OFFICE SUPPLIES	772.58	461.01	500.00	0.00	500.00	500.00	0.00%

10

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## 2024 TOWN MANAGER BUDGET

Town of Wolfeboro

Page: 4  
Carpentier  
ReportBudgetMF

		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	
01-41302-625	POSTAGE	51.32	21.72	100.00	12.12	100.00	100.00	0.00%
600 Series Total		823.90	482.73	600.00	12.12	600.00	600.00	0.00%
01-41302-810	TRAVEL AND MEETINGS	859.00	846.15	2,500.00	185.93	1,500.00	1,500.00	-40.00%
01-41302-820	PROFESSIONAL DEVELOPMENT	110.00	283.16	1,000.00	885.98	1,000.00	1,000.00	0.00%
01-41302-880	COVID-19 RELATED EXPENSES	0.00	0.00	0.00	0.00		0.00	0.00%
800 Series Total		969.00	1,129.31	3,500.00	1,071.91	2,500.00	2,500.00	-28.57%
Town Manager Total		188,872.01	199,027.85	211,218.00	151,797.11	234,432.00	239,763.00	13.51%

	41302 Town Manager	Cost	Qty	Subtotal	2023	2024	\$ Change	% Change
	Salary and Benefits less Insurance				203,745	211,353		
311	Consultants Townwide Wage and Benefit study			25,000	1,000	25,000	24,000	2400.0%
341	Telephone (moved to IT)				1,073	0	(1,073)	-100.0%
550	Printing				200	200	-	0.0%
560	Dues and Subscriptions				1,100	110	(990)	-90.0%
620	Office Supplies				500	500	-	0.0%
625	Postage				100	100	-	0.0%
810	Travel and Meetings				2,500	1,500	(1,000)	-40.0%
820	Professional Development				1,000	1,000	-	0.0%
	Summary							
	Salary and Benefits less Insurance				203,745	211,353	7,607	3.7%
	Operating Budget				7,473	28,410	20,937	280.2%
	Total				211,218	239,763	28,544	13.5%

Town of Wolfeboro, NH  
Employee Wage & Benefit Detail  
2024 Budget  
Department 41302 Town Manager

Employee Name/ Employee Title	Rate	Hours	Weeks	Annual Wages	Phone Stipend		FICA/ Medicare	Retirement	Health Insurance	Dental Insurance	Life & Disability Insurance	Unemp & WC Insurance	Total Wage & Benefits
					133		220	230	210	219	215	260	
<b>Clerical Salaries</b>													
Capone-Muccio, Amelia	\$ 24.81	35	13	\$ 11,289				\$ 1,527					
Town Manager Executive Assistant	\$ 25.68	35	13	\$ 11,684				\$ 1,581					
	\$ 25.68	35	26	\$ 23,367				\$ 3,162					
Length of Service Stipend	\$			\$ 1,500				\$ 203					
				\$ 47,839	\$ 180	\$ -	\$3,673	\$6,473			\$646	\$1,000	\$59,812
<b>Total Clerical Salaries</b>				<b>\$47,839</b>	<b>\$180</b>	<b>\$0</b>	<b>\$3,673</b>	<b>\$6,473</b>	<b>\$0</b>	<b>\$0</b>	<b>\$646</b>	<b>\$1,000</b>	<b>\$59,812</b>
<b>Supervisory Salaries</b>													
Pineo, James	\$ 67.26	35	13	\$ 30,603				\$ 4,141					
Town Manager	\$ 69.61	35	13	\$ 31,674				\$ 4,286					
	\$ 69.61	35	26	\$ 63,349				\$ 8,571					
Length of Service Stipend	\$			\$ 200				\$ 27					
				\$ 125,827	\$ 660	\$ -	\$9,676	\$17,024	\$28,962	\$852	\$1,128	\$1,500	\$185,629
<b>Total Supervisory Salaries</b>				<b>\$125,827</b>	<b>\$660</b>	<b>\$0</b>	<b>\$9,676</b>	<b>\$17,024</b>	<b>\$28,962</b>	<b>\$852</b>	<b>\$1,128</b>	<b>\$1,500</b>	<b>\$185,629</b>
<b>Part-time Wages</b>													
	\$ -	0.0	52	\$ -									
				\$ -	\$ -	\$ -	\$0	\$0	\$0	\$0	\$0	\$500	\$500
<b>Total Part-time Wages</b>				<b>\$0</b>	<b>\$0</b>	<b>\$0</b>	<b>\$0</b>	<b>\$0</b>	<b>\$0</b>	<b>\$0</b>	<b>\$0</b>	<b>\$500</b>	<b>\$500</b>
<b>TOTAL</b>				<b>\$173,666</b>	<b>\$840</b>	<b>\$0</b>	<b>\$13,350</b>	<b>\$23,497</b>	<b>\$28,962</b>	<b>\$852</b>	<b>\$1,774</b>	<b>\$3,000</b>	<b>\$245,941</b>
<b>Salary and Benefits less Insurance</b>													<b>\$ 211,353</b>

**Mr. Harriman:** We all expected a tough budget year with tough choices.

**Mr. Pineo:** Did not expect these increases. I am dumbfounded.

**Mrs. Murray:** What concerns me; we've got two budget reviews next week; plus this. Can we really as a board have enough time to digest this all here. It's a lot of reading and thinking. I cannot see this increase happening. It'll be dead on arrival.

**Mr. Harriman:** There might be a lot of revisits as we go through these to see where we have to keep or cut.

**Mrs. Murray:** We may have to have a bigger revisit list if we're questionable; that may be the way to go about it.

**Mr. Pineo:** It's going to be a difficult year.

**Mrs. Murray:** Some will be easy; some hard.

**Mr. Harriman:** Discuss budget schedule. Approval needed?

**Mr. Pineo:** Some dates I'm not available; don't necessarily need an approval on dates.

**Mrs. Murray:** suggests board meet Nov. 9. Since Mr. Pineo away on vacation for both board meetings. Would like one Nov. meeting with Mr. Pineo present. Thurs., Nov. 9; no budget meeting. Makes sense to have a meeting.

**Mr. Harriman/Pineo:** Good with that.

**Mr. Harriman:** Rest of board? Yes- Thurs., Nov. 9.

**Mr. Freudenberg:** 6 p.m. or 6:30 p.m.?

**Mrs. Murray:** Would like to focus on at that meeting; fire department will have taken the ambulance contract the night before (Nov. 8) There may be some things we need to talk about with input from them.

**Mr. Harriman:** Then 6:30 p.m., Nov. 9?

**Mrs. Murray:** I think so.

**Mr. Pineo:** That will give us ability to make decisions about warrant articles, too.

#### **E. Discussion: AM LLC/Hub 66 (internet provider for islands)**

**Mr. Freudenberg:** Approached by AM LLC/Hub 66 – a friend of mine growing up. Hub 66 internet provider for islands; impressive service. Dan is on and Michael from Hub 66 – I will step down from this issue discussion.

**[Online] Michael from Hub 66** *[no last name provided- Dan not online/video]* Providing internet services to islands; especially since COVID; do fiberoptic throughout NH. State allocating money to people that don't have access to high speed internet access. State money provides 75% cost with towns that partner with an internet company – providing internet services to rural places. State ID'd nearly 200 homes in Wolfeboro that are unserved or underserved. Until Oct. 20 applications can be submitted. Interested in getting an application with Wolfeboro to provide/build internet to unserved places.

Hub 66 would fill out application; ID addresses as best we can according to homes state has ID'd. Need Wolfeboro town signature; would not cost Wolfeboro money. Hub 66 would contribute the other 25% that state does not provide. Questions?

**Mr. Deshaies:** Talked with you re: WASR radio/.Whittier Mountain. Friends on Cow Island have good service. Where is proposed location? Rattlesnake Island?

**Michael:** Not proposing wireless services; this is all fiber optic lines on utility poles, directly to people's homes that state is identifying are not served. This is not about the islands; about north/NE Wolfeboro where the state has identified they are not getting fast internet service.

**Mrs. Murray:** We don't have anything here from you showing where the underserved are located and where you're proposing to put them. Correct?

**Michael:** Correct- NHBEA [NH Dept. of Business and Economic Affairs] has map of state; ID'd streets in towns showing what's served and unserved/underserved. You can go to the BEA site and see Wolfeboro on the map. Does not show clear addresses – just streets. If Wolfeboro is interested in

moving forward over next few days, we'd drill down to find addresses and provide you an address list of people we believe the state has ID'd as unserved and we'd be trying to reach under this program.

**Mr. Harriman:** How does this work with current supplier/internet cable.

**Michael:** There's no state franchise agreement. This is different – fiber optic internet not covered by those agreements. Got involved with high speed internet in Bristol which had franchise agreement with local cable company. Town attorneys found cable agreement does not conflict with providing internet service in town. Same as Consolidated which is providing DSL internet in Wolfeboro.

**Mr. Deshaies:** Approximate number of people you'd provide service to?

**Michael:** State numbers may not be 100% accurate; ID'd 58 addresses they consider unserved with slow internet speed – under 25 Mbps – similar to DSL and no access to cable. State ID'd 139 homes in Wolfeboro with internet speed of 25-139 Mbps not considered high speed.

**Mr. Deshaies:** Would there be connection costs for the people?

**Michael:** No – Hubb 66 installs customers at no cost. Then we charge monthly just as other internet providers. These people would have the option to take service from us. We'd install on poles; they could sign up with us or stick with their provider. Top tier with us is 1000 Mbps is \$89/month; lower cost at \$59 per month.

**Mr. Deshaies:** What is percentage of connection you end up providing?

**Michael:** Talking with Alton and Gilford about applying for the same grant. Not sure in your market. For DSL customers, we typically get 80% signups because they are desperate for high speed internet. In a cable market, it's typically half staying with the cable company; 50% will choose fiber optic connection.

**Mrs. Murray:** Is decision needed by Oct. 20<sup>th</sup>?

**Michael:** Oct. 20<sup>th</sup>. If you were interested in basically moving forward; we would put together address list and present to you. We'd need a Wolfeboro official signature on the application. State wants town signature to clarify a town and internet company is on the application avoiding overlap in applications. If you have been contacted by another company – can't imagine you would be contacted now with little time left. If you want to explore other ISPs and ability to do the same thing, there's a two-week window where this could happen.

**Mrs. Murray:** If we want to explore this with you and then we discover it does not do what we want, can we back out?

**Michael:** Sure. No financial obligation for the town. No downside though. Hoping we can come to a consensus before the state application is due. The state has \$25 million for this round; Another \$44-million could be made available. Applications are submitted from towns; even if we don't get funded on this round, we'd have our application in for the next round. Win-win for towns to get more services.

**Mr. Deshaies:** Are you working with Carroll County Broadband Committee?

**Michael:** No; Working with Grafton County group; Sullivan County- Cornish, Grantham, Plainfield- a few towns there. In your area, working with Gilford and Alton. Carroll County is complicated because a lot of the county is covered by NH Electric Coop which got a broadband grant for most of the county. Have not heard from them

**Mr. Deshaies:** They're kind of stuck in the mud. I see no problem going forward with this. Will only serve 100-150 of our citizens by the time they decide to change from DSL or cable, If there's no additional costs; he could come to us with a proposal; we could decide to back out – an 'out' clause.

**Mrs. Murray:** I don't have enough data; can go forward, get that more data to better understand. If we go forward, we could back out. Oct. 20<sup>th</sup> is the problem – tight timeline. If they are not served or not served well, it's an important service today. We should look into it; get information; and decide on going forward or not.

**Mr. Deshaies:** If they go to HUB 66 from DSL or cable, what is contract? Penalties, Fees?

**Michael:** No contracts with HUB 66 – month-to-month. They could change the next month; no hidden taxes or fees.

Can also give you references – Moultonborough; town of Bristol to get feedback.

**Mr. Deshaies:** Would like to give him OK to go forward because we're short on time. We will have three weeks to look at it.

**Mr. Harriman:** Agree. Get more information and have him go forward and make decision by Oct. 20.

**Mr. Pineo:** [to Michael] Have you spoken with Bary Muccio, Wolfeboro Municipal Electric Department about connection agreements to Wolfeboro poles?

**Michael:** Yes; waiting for attachment agreements from Barry. Slow process. Typically with Eversource and NH Electric Coop, we have attachment agreements with those providers. Waiting on attachment agreement with Barry.

**Mr. Pineo:** Are you anticipating running any additional fiber optic cable through downtown Wolfeboro or is it strictly end users you're connecting? Downtown poles quite full with fiber and other infrastructure. Not sure we have the capacity.

**Michael:** We'd have to run fiber lines to these unserved areas. We may pass by areas that are currently served. After we get construction done and meet state project requirements we can start delivering services to people who are already served giving them options. No plans to run through downtown at the moment – and it's expensive to run lines on that street unless there's big demand.

**MOTION Mrs. Murray to investigate HUB 66 and provide BoS with materials/data so board may decide whether to move forward or not. SECOND Mr. Harriman. More discussion?**

**Mr. Deshaies:** If we agree to have you give us more information does that tie your hands?

**Michael:** No. It's a commitment from us to spend some time putting together the scope, map and local addresses and cost structures for state application. Would need a decision-maker in Wolfeboro to sign the application. Within a week, I'll provide all that information; then I'd need a commitment from the board that someone will review this and get back to us whether we can move forward.

**Mr. Deshaies:** The drop-dead date is Oct. 19?

**Michael:** Correct.

**Mr. Harriman: Motion by Mrs. Murray; Second by Mr. Harriman. APPROVED 4-0 [Mr. Freudenberg stepped down]**

**F. Discussion: Town Building rental policy**

**Mr. Deshaies:** Looked at rental policy municipal buildings – open for rental by general public, non-profits – but not allowed to be rented for any religious events. Wording is open-ended. If a church did not have a hall and wanted to have a dance here– it's a NO. As a board we could overrule the policy; but why have a policy if you're going to overrule the policy?

There's nothing in the policy that says we would have ability to stop rental to say, homeland security, FBI or another group had a list with domestic terrorists on it – we have no way of stopping them unless we say we're not going to allow a rental; could open a lawsuit against us. Understand definitions:

Public forum: states is a public roadway, sidewalk or public area. Areas protected by 1<sup>st</sup> and 14<sup>th</sup> amendments; anyone allowed to speak at those areas. However, talking to two constitutional law attorneys and NH Municipal Association, found that municipal buildings are not a public forum. Municipal buildings – we have purview to establish any regulation we want and how we want to rent it. I think we should look at the policy and adjust it. It's different now than 20 years ago. More unusual things happening in towns large and small. Perhaps look at the policy and make it a little bit cleaner. I don't want to stop anybody's free speech rights or invade 1<sup>st</sup> and

14<sup>th</sup> rights. As we're having a sidewalk policy and we'll have to add a parking space policy, we should have a policy that's current that works for our municipal buildings.

**Mrs. Murray:** We have multiple policies for buildings; use policy for this facility; something different for Abenaki. I'm not quite sure why we're trying to change these policies now – why now? What we have for Town Hall has worked; there's no incident that's happened. I don't see why we have to go through all our [municipal building rental] policies and change them.

**Mr. Deshaies:** I think we should have a universal policy. Something that would work for all venues and works and keeps citizens in town safe; keeps our buildings safe and allows any group to have a peaceful, productive event in our municipal buildings. Our current policy – if you read it for our municipal buildings and Abenaki – they're not all there together as they should be. My opinion.

**Mr. Harriman:** I agree a little with Linda. Each building offers different features that tailor what type of event you could have at the building. They would need to be looked at individually as applications come in. Feel comfortable we have the option to say no to a group if we feel a building was not a right fit for the group. I don't think there's a law that says we have to rent to everybody – if they're a non-profit – for whatever they want to do in the building. WE have the option to say yes or no to use of our facilities.

**Mr. Deshaies:** Unfortunately, that's not correct. If you talk to the attorneys, if you don't have a policy in place that does not stipulate who you will not rent to, you do not have the right to say no. They have constitutional rights under 1<sup>st</sup> and 14<sup>th</sup> amendment. If you do, you've opened yourself up to a freedom of speech lawsuit.

**Mrs. Murray:** Not worried about people wanting to rent these facilities who are such that we wouldn't want them to rent. This is a community space – public space. We have not had any incident that indicates we'd better go back and look at these policies. If we were having issues; destruction, fights, unacceptable behavior, I'd be with you, Brian. Use of these facilities – we haven't had any; I'm not there yet. In six months, if we are experiencing..then we can come through and change them. I'm looking at the use policy for this facility: It's to be used by the town and nonprofit groups and not to be used for religious or commercial use. If we have religious groups that want to rent, we can take a look at that. We said no commercial use because we did not put in a commercial kitchen; food would have to be brought in to support the downtown. There was some real thought at putting this use policy together.

**Mr. Deshaies:** I just look at we had no policy for trails at the spray fields; for sidewalks and we ran into trouble with those things. We waited until the snowball was rolling. When I see there's a chance to be proactive, I want to be proactive.

**Mrs. Murray:** We didn't have an issue with the sidewalks before COVID. Times have changed; we're reacting to it.

What happened in the spray fields – the board did not know about those trails; permission was not granted for those trails; shame on us – we did not walk all our property and know what's happening. If you change with the times when it's obvious – if in six months from now we see it, I'm more than willing. I'm not seeing it – at least in this Great Hall that would make me change what we have.

**Mr. Harriman:** Other comments? None; moving on.

## 6. Other Business – None

## 7. Committee Reports

**Mr. Deshaies:** Watched some Planning Board and ZBA meetings; had no other meetings.

**Mr. Freudenberg:** Had ZBA meeting; pretty quiet. And looking at the schedule it'll get busy quickly now.

**Mrs. Murray:** Friends of Pop Whalen meeting; Last Night Wolfeboro committee me – we're going to have Wildlife Encounters; Looking at having ice skating at Brewster; Bingo at [Estabrook Hall]; Games-crafts Great Hall. Fireworks Dec. 31<sup>st</sup>; weather postponement Dec. 30 – because the 31<sup>st</sup> is a Sunday, by Jan. 1<sup>st</sup> – Monday, everyone would be gone. We hope to know enough about the weather to make the call which night will be better for fireworks. Can always use volunteers – please contact/call me.

Met with a Rust Pond group; we were supposed to meet an engineer; mix-up in time. I was surprised at the damage in front of at least one house from the beaver dams breaking; they cannot use their waterfront. Glad the town is addressing this.

Had a Library Trustees meeting; Brian, you and I went to final CIP meeting. Also went to landscaping meeting with library addressing landscaping between the building and parking lot which was supposed to be a rain garden that has not been working. They're looking at redoing that.

**Mr. Harriman:** Could not make Planning Board meeting; no other meetings.

**Mr. Senecal:** no meetings.

## 8. Town Manager's Report

### Mr. Pineo:

- Follow-up meeting with PSI regarding Northern Borders grant for their electrical infrastructure upgrade. Working on an MOU with an appendix that will be contract language that outlines that the town owns the infrastructure, PSI is responsible for all maintenance, repairs, etc.
- Brief meeting Oct. 10, 1 p.m. in this room for people connecting to the Sewall and Frost Road sewer connections. There is some dialogue and confusion about types of pumps that are needed; how the connections occur. We will have an environmental engineer; engineer who designed the system; the contractor here to talk about means and methods for the installation. They're scheduled to start on that project in that same timeframe.
- Got a copy of updated signs for the spray fields. Need board input on whether the design/wording words. If so, we will go forward with the printing – metallic and a pink.

**Mrs. Murray:** Should we wait until spring to put them up?

**Mr. Pineo:** Will probably take some time to get signs – so waiting until spring to put the signs up makes sense.

**Mrs. Murray:** We start spraying April 15<sup>th</sup> – so we would like signs installed at the spray fields April 1, 2024.

**Mr. Pineo:** I will put that in my note to Mr. Didian.

**Mr. Deshaies:** Is it possible to have a map of the area with location where they'll put the signs?

**Mr. Pineo:** Can do that.

**Mr. Deshaies:** So we have a record of where signs are and if one's missing – we'll know.

**Mr. Pineo** continues:

- Budgets – working feverishly on them; and the ambulance plan.

## 9. Questions from the Press – no questions

## 10. Public Input (Limited to 3 minutes per person and not to exceed 15 minutes in total)



**Josephine Amatucci:** Asks for clarification between being on the agenda and making public comment.

**Mr. Harriman:** Explains to be on the agenda for a specific discussion item, you make the request at Town Hall [Mr. Pineo's office/Amy Capone-Muccio] to be on the BoS agenda. Public comment is at the end of a meeting where a member of the public can comment on anything they'd like within time limits.

**Mrs. Amatucci:** asks for more detailed clarification.

**Mr. Pineo:** Explains she should go to Amy and request to be on the agenda with a discussion item; and then you review the upcoming BoS agenda the Friday before the BoS meeting to see that your discussion issue is indeed on the BoS agenda; online and posted/available at Town Hall.

**Mrs. Amatucci:** asks if there's no room on the agenda, will she be informed.

**Mr. Pineo:** Sure.

**Mrs. Amatucci:** proposes 50-50 raffle in the town library to benefit Wolfeboro poor people. Plus donation to library to have the raffle there. Remaining money every month would go to winners.

Explains raffle details under name she registered in Concord: Wolfeboro 50-50 Raffle.

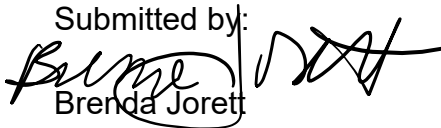
She has details how the raffle would work; people buying raffle tickets. States Wolfeboro has a duty to help the poor.

**Mr. Harriman:** Thank you. Motion to go into non-public?

**MOTION Mr. Freudenberg to adjourn into Non-Public Session RSA 91-A: 3 at 8:02 p.m. Second Mrs. Murray. Approved 5-0.**

Next Meeting dates:	October 10, 2023	Budget Meeting 6:00 PM
	October 12, 2023	Budget Meeting 6:00 PM
	October 16, 2023	Budget Meeting 6:00 PM
	October 18, 2023	Regular Meeting 6:30 PM
	October 23, 2023	Budget Meeting 6:00 PM
	October 26, 2023	Budget Meeting 6:00 PM
	October 30, 2023	Budget Meeting 6:00 PM

Submitted by:

  
Brenda Jorett