

**Wolfeboro Board of Selectmen  
Meeting Minutes  
November 16, 2022**

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

**Staff present:** Kathryn Carpentier, Finance Director

Chairman Senecal opened the meeting at 6:30 PM.

**Non-Public Session RSA 91 A: 3 e**

Ms. Carpentier stated a non-public session is needed to discuss minutes.

**1. Consideration of Minutes**

➤ ***October 17, 2022***

***It was moved by Linda Murray and seconded by Brad Harriman to approve the Board of Selectmen's meeting minutes of October 17, 2022, as submitted. Members voted, being all in favor, the motion passed.***

➤ ***October 24, 2022***

***It was moved by Brad Harriman and seconded by Linda Murray to approve the Board of Selectmen's meeting minutes of October 24, 2022, as submitted. Members voted, being all in favor, the motion passed.***

➤ ***October 27, 2022***

***It was moved by Linda Murray and seconded by Brian Deshaies to approve the Board of Selectmen's meeting minutes of October 27, 2022, as submitted. Members voted, being all in favor, the motion passed.***

**2. Public Hearings**

*Temporary Event Permit*

- i. The Wolfeboro Board of Selectmen will hold a Public Hearing on Wednesday, November 16, 2022, at approximately 6:30 PM in the Great Hall of the Wolfeboro Town Hall for or consideration of a Temporary Event Permit for the Wolfeboro Parks and Recreation and Cate Park Band to host annual summer concert series June 28, July 4, 5, 12,19, 26 and August 2,9,16,23, 30 at the Community Bandstand from 6 PM to 9:30 PM. Permit #2023-4.

Chairman Senecal opened the Public Hearing.

Richard Neal addressed the Board on behalf of the Cate Park Band to state they wish to have the annual event. He stated this group is a volunteer band.

Being no others to speak for or against the permit, Chairman Senecal closed the Public Hearing.

Mrs. Murray noted an insurance certificate will be needed prior to the event.

**It was moved by Linda Murray and seconded by Brad Harriman to issue a Temporary Event Permit for the Wolfeboro Parks and Recreation and Cate Park Band to host annual summer concert series June 28, July 4, 5, 12,19, 26 and August 2,9,16,23, 30 at the Community Bandstand from 6 PM to 9:30 PM contingent upon insurance certificate. Permit #2023-4. Members voted, being none opposed, the motion passed.**

### **3. Bulk Vote**

- A. Weekly Manifests
  - i. November 4, 2022, \$ 978,956.87
  - ii. November 10, 2022, \$ 428,739.37
- B. Intent to Cut Wood or Timber Warrant
  - i. 35 Center Street Tax Map 67 Lot 18-10, 11, 12 & 13 \$2,594.28
- C. Property Tax Exemptions and Credits
  - i. 4 Berrywood Dr. Tax Map 202 Lot 90
  - ii. 30 Friar Tuck Way Tax Map 278 Lot 28
  - iii. 139 North Wolfeboro Rd Tax Map 34 Lot 10

**It was moved by Brian Deshaies moved Luke Freudenberg seconded approving Bulk Vote Items A - C above. Members voted, being all in favor, the motion passed.**

**4. Board/Committee Appointments: N/A**

### **5. New Business**

#### **A. Approval: Approval of Tax Rate and signing of Warrant**

Kathryn Carpentier stated that the Board has been provided with the new Tax Rate information from the Tax Collector noting the tax rate decreased by forty-five cents at 3.3 decrease. She stated Board of Selectmen held a special meeting on the 10<sup>th</sup> to approve moving forward with the preliminary tax and tonight they Board of Selectmen will formally sign the Warrant of the new rate to allow the Tax Collector to bill with tax bills due December 28, 2022.

**It was moved by Linda Murray and seconded by Luke Freudenberg for the Board of Selectmen to sign the tax warrant in the amount of \$15,369,112.00. Members voted, being none opposed, the motion passed.**

#### **B. Discussion: Actual vs. Budget October 2022**

Kathryn Carpentier addressed the report and provided the following summary:

### **General Fund Appropriations**

The attached document is a summary of Appropriations and Revenues for the month ended **October 31, 2022**, for the 2022 approved budget. The General Fund operating budget is currently at **84.5%**, which is 1.5% above the 10-month average of 83%. We continue to keep a close eye on the fuel line items and we have developed a contingency plan for the escalating costs while Department Heads continue to monitor and manage the usage (see attached document).

### **General Fund Revenues**

The General Fund Revenue is currently at **62%**, which is right on track. After the first tax bill Property Tax is 48% collected. Motor vehicle revenue is trending slightly high at 93% collected.

#### **Appropriations for Other Funds**

#### **% Expended**

Water Fund	56.5%
Municipal Electric Fund	88.2%
Sewer Fund	43.9%
Pop Whalen Fund	90.7%

#### **Estimated Revenues for Other Funds**

#### **% Collected**

Water Fund	98% (Water Charges are at 100%)
Municipal Electric Fund	86%
Sewer Fund	62% (Res Sales are at 78%)
Pop Whalen Fund	84%

I have also included the Donation report and the MS-9 CRF report for your records. Please let me know if you have any questions on the attached documents.

### **C. Discussion:      2023 proposed Warrant Articles**

Kathryn Carpentier stated the Board has been provided with draft Warrant Articles financial in nature dated October 24<sup>th</sup> and that it also includes a summary sheet. She noted this does not include the Police articles for an additional SRO and Police Cruiser.

Chairman Senecal questioned if they want to review these individually.

Mrs. Murray stated that relative to the Center Street project she has no interest in paying for the state portion of the road, she feels that the state should be covering that portion.

Mr. Harriman agreed, he recalled discussing phasing this project for that reason.

Chairman Senecal stated with regards to the Libby Museum they do not have a number to discuss at this point.

Mrs. Murray stated the last email from the Town Manager had a figure of \$6 million so they do need to discuss this project.

Mr. Harriman replied that he would like to discuss setting up a meeting between the Friends of the Libby and the Trustees of Museum to discuss all this on a separate evening.

Mr. Freudenberg stated he believes they need more information on the MED replacement boat.

Ms. Carpentier replied that was a CIP project and Mr. Muccio will provide the details, they are replacing the boat but with a larger boat that accommodates carrying poles and transformers.

Mrs. Murray stated that the Board really needs the CIP information the reports and sheets and all the backup that provides them with this information. She noted that with regards to the Sewer pump stations, Lehner Street is cash and Mill Street is bonded and she does not believe that you can mix the two.

Mr. Harriman replied he believes the numbers for those were still pending.

Mrs. Murray stated that on November 11<sup>th</sup> the Town Manager sent an email that said that but at this point they do need a more accurate number.

Chairman Senecal stated that both union contracts are finishing up negotiations so that information will be forth coming.

Mrs. Murray stated Engine #4 replacement needs discussion since there are two options, capital reserve funds or a lease with an escape clause.

Mr. Deshaies stated at the Budget Committee meeting it was discussed that the Fire Department needs two new employees a year, which is a large financial ask. The calculation provided would decrease the shift hours and, in the end, hiring three more employees only adds 66 more-man hours, that doesn't make financial sense.

Mrs. Murray agreed, and that discussion came out of no where that is not what was discussed at the Board of Selectmen's budget review of the Fire Department.

Mr. Freudenberg asked how many firefighters are there now.

Mr. Deshaies replied 10.

Mrs. Murray stated the issue is this was not brought up by the department it was brought up by a Budget Committee member, this caught everyone off guard. She stated that when the Board met with Fire, they reported that the new truck was almost done, and they wouldn't need another truck. She at this point would prefer to do the Capital Reserve Fund.

Ms. Carpentier stated the Department plan last year was to add one fire fighter per year for three years, now it seems the request is to add two per year.

Mr. Deshaies stated that during the CIP process they learned that the Public Works department has a lot of aging equipment.

Mrs. Murray stated this is why the Board needs the CIP information so they can review the documents, they also need the fleet spreadsheet of the department's vehicles.

Mr. Senecal stated that with regards to Abenaki they have four new guns coming and the new lighting is going up this week. He stated they also planned to replace the motor at the top of the mountain.

Mrs. Murray stated she asked the Town Manager about that, and he said they were not doing that because it was too expensive. She stated if the Friends want to raise the funds for it she is okay with that.

Chairman Senecal stated they will also have the article for tree replacement.

Mrs. Murray stated they do need more back up on that article as well she stated they are going to have to see what the real cost of the replacement is for a goal.

Mr. Freudenberg agreed, they are going to have to replace a lot of trees due to disease.

Ms. Carpentier replied the town will have an expendable trust for the tree replacement which does include the adopt a tree program.

Mr. Deshaies noted that Brodie Deshaies will be putting forth an additional to the Warmth and More Fund for wood donations to help those in need offset the purchase of wood for burning.

Mrs. Murray agreed that Wood Bank idea is great and Brodie has agreed to help put that article together and set the program up.

Mr. Deshaies has a concern about the decreased funding on town roads.

Mrs. Murray agreed, and they really need to take a look at the asset management plan, she doesn't want to lose ground on these projects.

Mr. Harriman stated that he understands the concern is they haven't been finishing the roads due to cost and having to add to the funds the following year. He understands the Public Works Director would like to finish what has been started and start fresh the following year.

Ms. Carpentier stated that the department heads will be coming before the board to discuss the articles and can answer a lot of these questions.

Mrs. Murray agreed, roads are important to the taxpayer, and they saw a lot of problems with Pleasant Valley Road and then they couldn't finish Maplewood Road because they didn't have enough funds and all this affects the public and she feels this is an important article to fund.

Mr. Harriman questioned the date they need to have the articles done.

Ms. Carpentier replied she would get them the timeline.

## **6. Other Business**

Mr. Harriman stated he would like to propose the Board meet as Libby Trustees with Friends of the Libby Museum on November 29<sup>th</sup> at 6:30 PM to discuss the Libby Museum project.

The Board agreed.

## **7. Committee Reports**

Mr. Deshaies attended an EDC meeting, budget meetings and NHMA conference as a presenter on the EV chargers.

Mr. Freudenberg attended the ZBA meeting.

Mrs. Murray attended an EDC meeting, Last Night Wolfeboro meeting, Wolfeboro Waters Meeting, Charette Committee meeting, Library Trustees and the Friends of Pop Whalen meeting.

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Mr. Harriman attended a Planning Board meeting, WCTV meeting and Budget Committee meetings.

Mr. Senecal stated he attended a Friends of Abenaki meeting and both Police and AFSCME negotiation meetings.

#### **8. Town Manager's Report**

Ms. Carpentier reported the Town has received the annual Health Insurance rate, an increase of 6%. For budget purposes it was an estimate of 10% increase which means they will propose a \$20,000 decrease in this line to the Budget Committee.

#### **9. Questions from the Press**

None.

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

None.

#### **11. Non-Public Session RSA 91-A**

**It was moved by Brad Harriman and seconded by Luke Freudenberg for the Wolfeboro Board of Selectmen to enter nonpublic session to discuss personnel, reputation at 7:38 PM. Roll call vote; Linda Murray-yes, Brad Harriman-yes, Dave Senecal-yes, Luke Freudenberg-yes and Brian Deshaies-yes. The motion passed.**

The Board re-entered public session at 7:43 PM.

**It was moved by Dave Senecal and seconded by Luke Freudenberg to seal the minutes of November 16, 2022. Roll call vote: Linda Murray-yes, Brad Harriman-yes, Dave Senecal-yes, Luke Freudenberg-yes and Brian Deshaies-yes. The motion passed.**

Being not further business before the Board, Chairman Senecal entertained a motion to adjourn.

**It was moved by Brad Harriman and seconded by Dave Senecal to adjourn at 7:44 PM. Members voted, being all in favor, the motion passed.**