

**TOWN OF WOLFEBORO  
BUDGET COMMITTEE  
APPROVED MINUTES  
August 16, 2021  
Wolfeboro Public Library**

*Chairman MacDonald opened the meeting at 6:03 pm.*

**Members Present:** John MacDonald, Chairman, Bob Tougher, Vice-Chairman, Steve Johnson, Bob Moholland, John Burt, Bob Loughman, Brian Black, Tom Bell, Members, Brian Deshaies, BOS Representative, Linda Murray, BOS Alternate Representative.

**Member Absent:** Matt Plache, Member (excused).

**Staff Present:** Jim Pineo, Town Manager, Kathy Carpentier, Finance Director, Lee Ann Hendrickson, Administrative Assistant.

**I. Discussion Items**

**a. Town Manager Report**

Jim Pineo stated NH Municipal Association is offering a virtual budget and finance workshop on 9/14/21. He stated the audit report is complete; noting there was a surplus beyond what had been anticipated (\$895,000). He noted that \$70,000 of such was unused budget appropriations.

John MacDonald questioned the overage in revenues.

Jim Pineo replied motor vehicle registrations.

Kathy Carpentier stated the Town also received funds from COVID grants.

Jim Pineo reviewed the status of the 2021 capital projects and the 2022 budget guidelines. He stated a 10% increase in health insurance is being used as a placeholder and there is an increase of \$140,000 in the NH retirement system. He stated based on bidding results there will be an increase in property liability insurance and fuel. He stated there has been a lot of interest from private citizens and associations requesting the Town take over private roads; noting the issue needs to be addressed and noted the only way to take on additional roads is to increase the number of routes for snowplowing (noting a current route takes 3 hours to complete). He stated there will be a request for a new employee and vehicle (truck).

John Burt questioned the number of roads and mileage of such that is being requested to become a public road.

Jim Pineo stated such has not been calculated.

John Burt asked if all the roads meet Town standards.

Jim Pineo stated such is currently being reviewed and determined whether the roads meet Town standards. He stated that if a Betterment Assessment is instituted that the road has to meet today's standards.

Bob Tougher asked if the BOS has the discretion to accept a private road.

Jim Pineo stated he will be working closely with Town Counsel regarding such.

John MacDonald questioned the cost for the new employee.

Jim Pineo replied \$80-100,000.

John MacDonald asked if consideration has been given to contracting out the snowplowing for smaller roads/routes; noting the State does such.

Jim Pineo stated he hasn't researched such.

Steve Johnson asked if a 3-hour route/coverage is necessary and asked if such could be explored.

Brian Black questioned the percentage of private roads v. public roads; noting he was previously told that 40% of the roads are private.

John MacDonald reviewed the following statistics: total Class V roads - 52, total miles of roads in Wolfboro – 120.8, total gravel roads – 14.3 miles, 59.7% are public roads, 46% are private roads.

Tom Bell asked what happens to the unassigned fund balance.

Jim Pineo stated last year the funds went toward road reconstruction, ladder truck and dispatch console.

John MacDonald questioned the balance of such.

Kathy Carpentier replied \$4.7 million as of 12/31/2020 and noted the BOS used \$1.13 million on the ladder truck, road reconstruction and dispatch console. She reviewed revenues.

Bob Tougher reviewed population increases reported in the Census.

John MacDonald noted Wolfboro's population has increased to 6,416.

**b. 2021 Budget & Expenditure Report**

Kathy Carpentier stated the General Fund is 52% expended, the Water Enterprise Fund is 47% expended, the Electric Enterprise Fund is 57% expended, the Sewer Enterprise Fund is 81% expended and the Pop Whalen Enterprise Fund is 66% expended.

John Burt questioned cell phone stipends.

Kathy Carpentier stated cell phone stipends were previously included in the telephone line, however, have been moved to payroll account line.

John Burt requested that the health and retirement figures be included in the appropriate department budgets.

Kathy Carpentier stated all benefits will be in a line titled "Personnel Administration."

**c. Public Safety Building Committee Update**

Bob Tougher stated he is assigned to the Fire Department and Bob Loughman is assigned to the Police Department.

Bob Loughman stated the project was previously estimated at \$12 million and now it is estimated at \$16.2 million; noting the economics do not make sense. He stated a new alternative needs to be looked at start at ground zero.

Jim Pineo stated he will be recommending to the BOS that the matter be re-evaluated, and the project pushed out to 2024. He stated he cannot bring a \$16.2 million project in good faith; noting he has spoken to both Dean Rondeau and Tom Zotti.

Bob Tougher agreed with Bob Loughman and discussed the Farmington and Bow Public Safety Buildings.

Jim Pineo stated the problem is the square footage; noting that when the project was broken out into two projects/buildings, the square footage increased. He discussed quality of construction, construction pricing and review of the plans by a different estimator.

The Committee further discussed the Farmington, Tilton and Bow facilities.

**d. CIP Committee Update**

Bob Loughman reviewed the CIP projects that have been presented to the CIP Committee to date (Electric Department, Police Department, Water and Sewer Department).

Jim Pineo stated there is federal stimulus money anticipated for projects.

**II. Other Business**

**Police Department Information Request**

Bob Tougher requested the following information/data from the Police Department; crime statistics for the past ten years to include felony and misdemeanor offenses.

**It was moved by Bob Tougher and seconded by John Burt to request the Police Department submit crime data for the Town of Wolfeboro from 2010-2020 for misdemeanor cases and all felony cases including murder, rape and shootings. All members voted in favor. The motion passed.**

**Police Department Dispatch**

Brian Deshaies stated he spoke with Domenic Richardi and asked him if there is any difference between the county dispatch system and the dispatch system the Town of Wolfeboro uses; noting Mr. Richardi responded no. He also asked if the county dispatch is Wolfeboro's backup if our Town's system fails; noting Mr. Richardi replied yes. He stated the county dispatches for Moultonborough at night which saves the Town \$90,000; noting he asked Mr. Richardi if there is a difference in the response time; noting Mr. Richardi replied no. He stated the county system is free.

John MacDonald stated a 911 call goes to Concord and then is redirected. He stated he would like Department Head input on the matter; noting the issue has been raised many times over the years.

Linda Murray stated the Town previously met with the county regarding the matter and the county refused Wolfeboro's request to dispatch for the Town.

**III. Approval of Minutes**

**June 21, 2021**

Steve Johnson requested an update regarding the crosswalk at Seabird Restaurant.

Jim Pineo stated he had a conversation with the State regarding such; noting the Town does not have any input in the matter.

Steve Johnson asked if the Chamber of Commerce is a nonprofit organization or not for profit organization.

Linda Murray replied nonprofit organization.

**It was moved by Steve Johnson and seconded by Tom Bell to approve the June 21, 2021 Budget Committee minutes as submitted. John MacDonald, Bob Tougher, Bob Loughman, Bob Moholland, Tom Bell, Steve Johnson, John Burt voted in favor. Brian Black abstained. The motion passed.**

**IV. Public Comment**

Referencing discretionary funds the Town raises, Suzanne Ryan questioned the percentage of that discretionary amount.

Kathy Carpentier stated each department's budget will reflect such however, it is not known at this time.

Suzanne Ryan stated zero based budgeting is not discussed and noted that each year the budget is being added on incrementally.

**It was moved by John Burt and seconded by Bob Moholland to adjourn the June 21, 2021 Budget Committee meeting. All members voted in favor. The motion passed.**

*There being no further business before the Committee, the meeting adjourned at 7:34 PM.*

Respectfully Submitted,

*Lee Ann Hendrickson*

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