

**TOWN OF WOLFEBORO  
BUDGET COMMITTEE  
APPROVED MINUTES  
November 9, 2021  
Wolfeboro Public Library**

**I. Call To Order**

*Chairman MacDonald opened the meeting at 6:41 pm at the Wolfeboro Public Library.*

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

**Staff Present:** Jim Pineo, Town Manager, Kathy Carpentier, Finance Director, Christine Collins, Director of Parks and Recreation, Beau Betz, Assistant Director of Parks and Recreation, Lee Ann Hendrickson, Administrative Assistant.

The Committee participated in the Pledge of Allegiance.

**II. 2022-2031 CIP Presentation**

Kathy Barnard stated the Planning Board approved the 2022-2031 CIP on October 5, 2021 and reviewed the CIP process.

Tavis Austin reviewed the CIP narrative and spreadsheets.

John MacDonald questioned the South Main Street/Route 28 upgrade project for \$1.5 million.

Jim Pineo reviewed the project and funding associated with such.

Tavis Austin noted the total budget for the project is \$3 million; \$1.5 million for 2022 and \$1.5 million for 2023.

Steve Johnson asked if the projects will be put out to bid or done in-house. He stated if it is the latter, he requested the breakdown of materials and labor at the time the Committee reviews the projects.

**III. 2022 Budget**

Jim Pineo noted changes in this year's budget books and noted the books are complete and available on the Town's website. He stated there is a new Munismart report, labor worksheet and better accounting for cell phone stipends and legal expenses. He reviewed the format of the budget. He noted an increase of 8.3% in labor/benefits and increase of 4.6% in the General Fund (operating expenses) and stated the 2021 tax rate increased \$0.02.

**PARKS AND RECREATION**

**PARKS ADMINISTRATION**

No changes.

**PARKS MAINTENANCE**

John MacDonald questioned part time wages.

Christine Collins stated the Department's current wages are low and appropriated an increase in wages similar to the Solid Waste part time positions.

John Burt questioned the cost of gasoline.

Jim Pineo replied \$3.22.

#### **BEACHES**

John MacDonald questioned the increase in the budget.

Christine Collins stated the increase reflects the cost for lifeguards for Brewster Beach and coverage at beaches from Memorial Day through Labor Day.

Kathy Carpentier stated the offsetting revenue is depicted in the budget.

#### **ABENAKI**

John Burt questioned professional development.

Christine Collins stated the cost is associated with CPR and First Aid training, background checks and the National Ski Area conference.

Jim Pineo stated work/upgrades on the rope tow have been done and the future replacement of such is being reviewed.

Bob Loughman confirmed the construction of a motor house has been postponed.

#### **HOCKEY RINK**

No changes.

#### **PROGRAMS**

No changes.

#### **COMMUNITY CENTER**

No changes.

#### **PATRIOTIC PURPOSES**

No changes.

#### **FIREWORKS**

No changes.

#### **CLARK HOUSE**

Jim Pineo stated there will be significant repairs scheduled for 2023.

#### **CEMETERIES**

No changes.

#### **POP WHALEN**

##### **PERSONNEL ADMINISTRATION**

Kathy Chamberlain stated the budget includes benefits including life and disability insurance, health insurance, workers compensation, and dental insurance.

##### **POP WHALEN ICE ARENA**

Bob Loughman questioned the Administrative Cost Allocation.

Jim Pineo stated the breakdown of such is located on page 6 of the summaries.

Bob Loughman questioned the increase in propane.

Jim Pineo stated the heating system for the Zamboni was converted to a propane system; noting previously the water for the Zamboni was heated from a failing boiler.

#### **CAPITAL OUTLAY**

##### **4WD Regular Cab Work Truck; \$35,530**

Christine Collins stated the Department has a total of three vehicles; noting it makes it difficult to do jobs without a vehicle to drive. She stated often times employees are using their own personal vehicles.

Tom Bell asked why the Public Works Department is not snowplowing and maintaining the properties.

Christine Collins stated Parks and Recreation maintains the Town's properties and only the parking lots that the Parks and Recreation Department maintains are plowed by the Department.

Tom Bell questioned the effectiveness of such.

John MacDonald questioned a lease option for the vehicle.

Bob Tougher and Bob Loughman agreed that a lease option should be reviewed.

The Committee agreed to revisit such.

#### **IV. Other Business**

N/A

#### **V. Public Comment**

None.

#### **REVISIT ITEM**

- Parks and Recreation Capital Outlay, 4WD Regular Cab Work Truck; research lease option

**It was moved by Steve Johnson and seconded by John Burt to adjourn the November 9, 2021 Budget Committee meeting. All members voted in favor. The motion passed.**

*There being no further business before the Committee, the meeting adjourned at 7:54 PM.*

Respectfully Submitted,

*Lee Ann Hendrickson*

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