

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

I. Call To Order

Chairman MacDonald opened the meeting at 6:05 pm.

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

Members Absent: Matt Plache, Brian Black, Members (both excused).

Staff Present: Jim Pineo, Town Manager, Kathy Carpentier, Finance Director, Dean Rondeau, Mark Livie, Police Department, Lee Ann Hendrickson, Administrative Assistant.

II. 2022 Budget

Jim Pineo distributed the draft warrant articles and noted the cash warrant articles is \$2,069,000. He stated the articles are pending legal review and noted that if all articles pass the impact to the tax rate is \$.086 (last year's impact was an increase of \$.096).

John MacDonald asked if the Solid Waste Facility project is included.

Jim Pineo replied yes.

ANIMAL CONTROL

John MacDonald questioned the year to date for outside services.

Sherri Moore replied \$204.

Bob Loughman questioned the services provided by outside services.

Mark Livie stated such includes coverage for the Animal Control Officer's vacation; noting the Town of Ossipee covers for the officer.

Sherri Moore stated the line is associated with the Lakes Region Humane Society and fees associated with taking in animals.

Dean Rondeau stated the Town has a contract with Lakes Region Humane Society; noting they are a holding facility when an animal is found.

Bob Loughman questioned the five-year average; noting the line has never been fully spent.

Mark Livie stated it is hard to predict what will be spent.

Bob Tougher replied \$1,551.

It was moved by Bob Loughman and seconded by Tom Bell to decrease 01-44140-380 Outside Services from \$3,000 to \$1,500.

Discussion of the motion:

John MacDonald questioned the individual costs associated with the contract.

Sherri Moore noted the following fees; intake fee of \$45, daily fee of \$17 for dogs for a maximum of six days, \$10/day for cats, \$100 euthanasia fee for dogs and \$50 euthanasia fee for cats, \$250 for a ten-day rabies hold on a dog and \$200 for a ten-day rabies hold on a cat for a maximum of ten days.

Dean Rondeau requested the line be decreased to \$2,000.; noting \$1100 is associated with the Lakes Region Humane Society contract.

Bob Tougher stated he feels that \$2,000 is more reasonable.

John MacDonald asked there was interest in amending the motion.

Bob Loughman replied no.

Steve Johnson, John MacDonald, Bob Loughman voted in favor. Bob Tougher, John Burt, Bob Moholland, Tom Bell opposed. The motion failed (3-4).

It was moved by Tom Bell and seconded by Bob Moholland to decrease 01-44140-380 Outside Services from \$3,000 to \$2,000. Steve Johnson, John MacDonald, Bob Tougher, John Burt, Bob Moholland, Tom Bell voted in favor. Bob Loughman opposed. The motion passed (6-1).

COMMUNICATIONS

John MacDonald questioned the year-to-date expenditure of overtime wages.

Sherri Moore replied \$22,393.46.

Bob Tougher stated the five-year average is \$28,241.

It was moved by John MacDonald and seconded by Bob Loughman to decrease 01-42990-140 Overtime Wages from \$29,009 to \$27,000. John MacDonald, Bob Loughman, John Burt, Steve Johnson voted in favor. Bob Tougher, Bob Moholland, Tom Bell opposed. The motion passed (4-3).

John Burt asked why Wolfeboro has its own communication system when the Town is able to use the County's services.

John MacDonald stated such is a matter for the Town Manager and BOS. He questioned the year-to-date expenditure on safety equipment.

Sherri Moore replied \$1,370.73 and noted several invoices are being processed that were received today (approximately \$800).

John MacDonald questioned whether \$2,000 would be sufficient.

Mark Livie stated the line is associated with Union negotiations for uniform allowance.

Bob Tougher questioned machinery and equipment.

Mark Livie stated a recorder system was purchased; noting there was extra money in the budget so the decision was made to purchase the item.

Sherri Moore stated the purchase saved \$30,000 from a future CIP item.

John MacDonald asked where the extra \$20,000 came from.

Dean Rondeau replied the bottom line and stated it was an aggregate of all unexpended appropriations.

John MacDonald asked which specific lines were under spent; noting those lines could be decreased in 2022.

Mark Livie replied the 100 and 200 series.

Dean Rondeau stated noting the change was in wages from permanent part time to part time and a lower pay rate for a new dispatcher.

Kathy Carpentier stated the Other Purchased Services line was decreased by \$1,675 because the recorder was purchased.

Mark Livie stated it also benefits the Fire Department; noting they will not have to update their system.

POLICE DEPARTMENT

Bob Loughman questioned the increase part-times wages.

Kathy Carpentier replied a full year of wages for the juvenile officer is included in the budget. She stated the line also includes pay increases.

John MacDonald asked why the Juvenile Service Officer is paid more than the officer assigned to the school.

Mark Livie stated the individual retired as a Corporal with the Department and returned to the Department as the Juvenile Service Officer.

John MacDonald asked if it is now the policy that an individual will get paid the rate of pay that they previously receiving if they return as a part time officer.

Mark Livie stated such is the decision of the Police Commission.

Jim Pineo stated such is the language of the collective bargaining agreement.

John MacDonald asked if there is an intent to add an additional part time position this year.

Dean Rondeau replied no.

Bob Loughman questioned the increase in overtime wages.

Mark Livie stated the line has never been funded properly; noting the line is over expended by \$20,000. He stated most of the expenses are a result of holiday shift coverage.

Steve Johnson questioned overtime wages associated with training.

Mark Livie stated the overtime includes 8 hours of training and travel time and noted that training may occur on the officer's day off.

Steve Johnson asked why the training would be on a day off.

Dean Rondeau stated if an officer attends training during a shift they are scheduled for then the Department is down an officer.

Bob Loughman stated that overtime wages directly related to training should be included in the training line.

Kathy Carpentier stated the overtime wages are considered salary therefore need to be included in the 100 line.

John MacDonald asked how the compensatory cash buyout is figured.

Mark Livie stated such is part of the Union contract and based on an average.

John MacDonald asked if such is carried over.

Dean Rondeau replied no.

Bob Tougher noted the retirement contribution has doubled since 2014.

Bob Loughman questioned vehicle maintenance; noting it has been over expended for the past two years (\$14,000 in 2020 and \$11,000 year to date) yet the funding request is \$6,000.

Dean Rondeau stated he anticipates an over expenditure in the line but, does not know by how much.

Bob Tougher stated the five-year average is \$8,361.

It was moved by Bob Loughman and seconded by Bob Tougher to increase 01-42100-430 Vehicle Maintenance from \$6,000 to \$8,000.

Discussion of the motion:

John MacDonald asked the Chief if he could manage at \$6,000.

Dean Rondeau replied yes.

Bob Loughman, Bob Tougher, John Burt, Bob Moholland, Steve Johnson voted in favor. John MacDonald, Tom Bell opposed. The motion passed (5-2).

Bob Loughman questioned the unit price for gasoline and oil.

Jim Pineo stated the lines for such in all budgets will be updated for the Committee's December 10th meeting.

John MacDonald asked when savings would be seen from purchasing hybrid vehicles.

Dean Rondeau stated the budget reflects a reduction of gasoline usage by 200 gallons however, the price of gasoline has increased. He stated the Department has two hybrid vehicles and one Tesla.

John Burt questioned the number and type of vehicles.

Dean Rondeau stated said information was provided to the Committee.

Mark Livie replied 11 vehicles; 7 AWD Expedition vehicles, 3 AWD Taurus vehicles and 1 AWD Tesla.

John Burt asked if the officers use Wolfeboro's vehicles when they do details in other towns.

Dean Rondeau replied yes and noted the use of the cruisers are billed in the detail rate.

Mark Livie stated it is not common that details are done in other towns.

Bob Tougher asked if the charger for the Tesla is installed at the Public Safety Building.

Mark Livie replied yes.

Steve Wood stated the charger is a 50 AMP Tesla charger.

Bob Tougher and Mark Livie discussed electric usage associated with such.

John MacDonald questioned professional development; noting such is over expended.

Mark Livie stated the officers have participated in a lot of training this year; noting that last year the budget was cut because the training was virtual due to COVID.

HEALTH

No changes.

ASSESSING

Jim Pineo stated a request for services was distributed to every assessor in the State; noting only one company responded (current assessor). He reviewed the revaluation process; noting the recyclical may have to be done in another year or two.

Bob Tougher reviewed the history of assessed values for the Town and house sales over assessed value. He stated the revaluation cost \$200,000 and it is already out of date.

III. Other Business

John MacDonald asked that previously requested data and statistics be provided to the Committee by December 20th.

Tom Bell stated the offense statistics have been completed; noting 2019-2020 reflects a decrease and 2021 reflects an increase. He stated through the course of ten years the statistics reflect an overall reduction.

IV. Public Comment

None.

It was moved by John Burt and seconded by Bob Tougher to adjourn the December 16, 2021 Budget Committee meeting. All members voted in favor. The motion passed.

There being no further business before the Committee, the meeting adjourned at 7:32 PM.

Respectfully Submitted,

Lee Ann Hendrickson

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