

**TOWN OF WOLFEBORO  
BUDGET COMMITTEE  
APPROVED MINUTES  
November 9, 2022  
Wolfeboro Public Library**

**I. Call To Order**

*Chairman MacDonald opened the meeting at 6:01 pm at the Wolfeboro Public Library.*

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

**Members Absent:** Tom Bell, Bob Loughman, Members (both excused).

**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 Budget**

Jim Pineo noted the 2023 budget reflects an overall increase of 7.5% in the General Fund above 2022. He noted the following increases that makes up 54.8% of the General Fund increases, not including Capital Outlay; health insurance increase estimated at \$76,705, heating/fuel \$158,618, and debt service \$376,436.

John MacDonald asked if the budget reflects the reduction in retirement.

Jim Pineo replied yes.

John MacDonald asked how much from HB1221 the Town received.

Kathy Carpentier replied \$44,000 and noted the BOS will discuss such; noting she believes the funds will be used to reduce the tax rate.

John MacDonald asked if the Town has received any other State or Federal funding.

Kathy Carpentier replied yes, ARPA Funds were received last year and this year.

**PARKS AND RECREATION**

Christine Collins stated the Department still struggles with part-time seasonal employment; noting the budget reflects an emphasis on employees including a request for a new employee.

**PARKS ADMINISTRATION**

John MacDonald questioned the increase in hourly wages.

Christine Collins stated the hours were increased from 20 to 29 hours.

John MacDonald asked if the position is currently filled.

Christine Collins replied yes.

John MacDonald questioned gasoline; noting the request for 2023 is doubled.

Jim Pineo stated the Town has been unable to get into a contract for gasoline.

Kathy Carpentier stated that as of 11/1/2022 the price of gasoline was \$3.28.

John MacDonald questioned the increase in travel and meetings.

Christine Collins stated she has requested additional funding to include training for two additional employees as well as herself.

#### **PARKS MAINTENANCE**

Jim Pineo stated this budget reflects the addition of one new employee; noting the request reflects salary for half of a year.

John MacDonald questioned where the savings would be if an additional person is hired.

Christine Collins stated one of the part-time maintenance positions could be removed.

**It was moved by Bob Moholland and seconded by Matt Plache to decrease 01-45202-117 Part Time Wages from \$39,438 to \$20,000. John MacDonald, Bob Moholland, Matt Plache, Steve Johnson, John Burt, Brian Black voted in favor. Bob Tougher opposed. The motion passed (6-1-0).**

John MacDonald questioned the increase in safety equipment.

Christine Collins replied boots and uniform pants for the new employee.

#### **BEACHES**

John MacDonald questioned the increase in part time wages; noting the request has doubled.

Christine Collins stated she requested an increase in wages to attract people to work because the department has continued to be short-staffed.

The Committee reviewed the installation of the fence at Brewster Beach.

Bob Tougher noted the Town and Brewster entered into a new lease agreement this year.

#### **ABENAKI**

John MacDonald questioned the increase in part time wages.

Christine Collins stated the increase is related to the ongoing staff shortage and requesting additional funds to attract more applicants. She stated she and Beau Betz worked 6-7 days/week last year.

John MacDonald questioned the five-year average.

Bob Tougher replied \$49,620; noting such includes two COVID years.

Brian Black asked how the BOS came to their reduction.

Christine Collins stated the BOS reduced the number of weeks.

#### **HOCKEY RINK**

John MacDonald questioned the impact of Brewster's outdoor ice rink.

Christine Collins stated Brewster has booked their ice time for the season and the use of their outdoor rink was offered to the Town.

Linda Murray stated she spoke with Kristy Kerin, Head of School, who stated the addition of the rink was not to be in competition with the Town and the school still intends to utilize Pop Whalen.

#### **PROGRAMS**

No changes.

#### **COMMUNITY CENTER**

No changes.

#### **TOWN DOCKS**

Jim Pineo stated the pay is transitioning to a stipend.

Kathy Carpentier noted the number of weeks was increased and pay was increased from \$7,000 to \$14,592 (\$38/hour).

John Burt asked why the taxpayers are paying for such and not the Chamber of Commerce.

Linda Murray stated such is a service to the Town.

#### **PATRIOTIC PURPOSES**

Bob Moholland questioned the increase by the BOS. He stated the fee to enter the parade is \$25 and such is collected by the American Legion; noting such should pay for the trophies.

Kathy Carpentier stated the American Legion submitted a budget appropriation request in the amount of \$11,236 following the submittal deadline to the Town Manager.

#### **FIREWORKS**

No changes.

#### **CLARK HOUSE**

No changes.

#### **CEMETERIES**

Steve Johnson questioned the 2023 budget request; noting the year-to-date expenditure is under expended (\$25,183 was appropriated however \$5,777 has been expended year to date).

Christine Collins stated the funds appropriated for wages are used only for wages.

#### **POP WHALEN**

##### **PERSONNEL ADMINISTRATION**

No changes.

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

No changes.

#### **CAPITAL OUTLAY**

##### **Baseball Field Improvements** **\$60,000**

Christine Collins stated she is currently seeking a cost estimate for such and will forward it to the Committee once received.

Beau Betz stated the infield needs to be dug out and graded and noted additional maintenance to the dugouts is necessary.

**Brewster Beach Septic**

**\$10,000**

Beau Betz stated that currently there is a single chamber tank with a grinder pump that pumps up to the street. He noted the current pump continues to fail because it does not separate solids from liquids. He stated the proposal is to install a dual chamber tank to separate solids from liquids.

Jim Pineo stated it is unknown if the tank is located on Town property or Brewster property; noting it should be moved to Town property if in fact it is located on Brewster property.

**III. Other Business**

Bob Tougher questioned the status of the 2022 budget.

Jim Pineo stated they are holding the line with the operating budget, however, there are issues with some of the capital projects.

Bob Tougher questioned the status of the Ladder truck.

Jim Pineo stated final inspection is occurring next week in Wisconsin and a punch list will be developed from that inspection. He stated the truck will then be delivered to Massachusetts and another inspection will be done. He stated the BOS authorized additional funding and anticipates the delivery the first week of December.

Brian Deshaies stated the Town received an extra year on the warranty.

**IV. Public Comment**

None.

**REVISIT ITEM**

- Baseball Field Improvements; cost of project
- Brewster Beach Septic; cost of project

**It was moved by John Burt and seconded by Steve Johnson to adjourn the November 9, 2022 Budget Committee meeting. All members voted in favor. The motion passed.**

*There being no further business before the Committee, the meeting adjourned at 7:27 PM.*

Respectfully Submitted,

*Lee Ann Hendrickson*

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