

**TOWN OF WOLFEBORO  
BUDGET COMMITTEE  
November 14, 2017  
Minutes**

**Members Present:** John MacDonald, Chairman, Bob Tougher, Vice-Chairman, Luke Freudenberg, Selectmen's Representative, Steve Johnson, Bob O'Brien, Brian Black, Robert Moholland, John Burt, Robert Loughman, Members.

**Member Absent:** Harold Parker, Member (excused).

**Staff Present:** Dave Owen, Town Manager, Pete Chamberlain, Finance Director, Lee Ann Keathley, Secretary.

**Others Present:** Dan Coons, Chairman, Conservation Commission, Cindy Scott, Director, Wolfeboro Public Library, Barry Muccio, Director of Operations, Municipal Electric Department.

*Chairman MacDonald called the meeting to order at 6:32 PM at the Great Hall.*

**CONSERVATION COMMISSION**

No changes.

**LIBRARY**

Cindy Scott stated there has been an increase in story time, children's nonfiction and programs; noting there is a shift in the way the library is being used. Referencing salaries and wages, she stated such is calculated by the day and noted an increase in such because there is an extra day in 2018.

John MacDonald questioned the increase in part time wages.

Cindy Scott stated a part time position was approved last year and the figure represents a full year of pay for that employee.

Robert Loughman questioned the under expenditure of computer maintenance.

Cindy Scott stated the Friends of Library have been providing quite a bit of financial support relative to technology however, additional funding is needed. She stated the server is failing and she is currently looking into replacing the server and using a cloud. She noted building maintenance is over expended due to ongoing issues relative to lighting fixtures (materials are melting and breaking).

Bob Tougher asked when the renovations would be completed if the warrant article passes.

Cindy Scott replied 2020.

John Burt verified the warrant article includes renovations to the existing building.

Cindy Scott replied renovations to include a pitched roof, electric, heating) and an addition.

**ELECTRIC DISTRIBUTION & GENERATION**

**ADMINISTRATION**

Barry Muccio stated the AMR project will be completed by year end.

Robert Loughman questioned the under expenditure of telephone.

Barry Muccio stated one employee was not receiving cell phone reimbursement.

Steve Johnson questioned the under expenditure of legal.

Barry Muccio stated the expenditure of such cannot be predicted.

John Burt stated the five year average is \$11,000.

Bob Tougher questioned whether the wood pellet stove is efficient.

Barry Muccio replied yes, however noted that such is labor intensive with regard to maintenance. He stated there has been a lot of issues with the stoves breaking down.

#### **DISTRIBUTION**

Steve Johnson questioned outside services.

Barry Muccio stated the expense is related to tree trimming and contract services for linemen.

Bob Tougher stated vehicle maintenance has been over expended the last two years and questioned whether the 2018 appropriation request is sufficient.

Barry Muccio stated such is a result of one truck that has been troublesome.

John MacDonald questioned safety equipment.

Barry Muccio stated the expense has historically been as a capital outlay request however, is now included in the operating budget. He noted an increase in machinery and equipment as a result of a purchase for an underground locator; noting such was purchased in 1999 and needs to be replaced (one time purchase, \$5,000).

#### **GENERATION**

Barry Muccio noted an increase in purchase power. He stated there would not be a rate increase because the rate was adjusted last year to include the increase. He stated general operating supplies is under expended because the AMR project has been subsidizing such however, following the completion of the project in December 2017, funds will be needed in 2018.

#### **ELECTRIC FUND**

##### **03-49618-100     ARC Flash Assessment; \$12,000**

Barry Muccio stated the Electric Department is mandated to perform an ARC Flash Assessment.

##### **03-49618-150     Meter Reading Pick-up Truck; \$35,000**

Barry Muccio stated he proposes to trade in two vehicles and purchase one vehicle (Chevy Colorado) since 3 vehicles are no longer needed.

##### **03-49618-200     SCADA Upgrade; \$13,500**

Barry Muccio stated the current system is 12 years old and the workers often lose communication; noting a software upgrade, PC and laptop replacement is proposed.

#### **Other Business**

John Burt noted the following increases in the budget; 100 series (overall) \$175,818 (12.1% increase), wages & salaries \$60,835 (1.8% increase) and overtime wages \$29,038 (3.6% increase). He noted a decrease in part time wages of \$714,902 (3.6% decrease).

**Revisit Items**

- **Parks and Recreation, Part Time Wages;** recalculate 200 series

**It was moved by Robert Loughman and seconded by Bob Moholland to adjourn the November 14, 2017 Budget Committee meeting. All members voted in favor.**

Budget Committee meeting scheduled for November 27, 6:30PM at the Great Hall.

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

Respectfully Submitted,

*Lee Ann Hendrickson*

Lee Ann Hendrickson

***\*\*Please note these minutes are subject to approval and amendments at a later date.***