

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

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

**Member Absent:** Brian Black, Member (excused).

**Staff Present:** Dave Owen, Town Manager, Pete Chamberlain, Finance Director, Barry Muccio, Director of Operations, Municipal Electric Department, Dave Ford, Director of Public Works and Water & Sewer Utilities, Christine Collins, Director of Parks and Recreation, Lee Ann Keathley, Administrative Secretary.

*Chairman MacDonald called the meeting to order at 6:30 PM at the Great Hall.*

**AGENCIES**

**Carroll County Transit; \$4,000**

Rita Primo reviewed the transportation program and fee schedule.

**Starting Point; \$1,884**

Joanne Abbott reviewed services offered by the agency; noting 20 individuals and 153 services were provided to Wolfeboro residents.

Bob Tougher noted a discrepancy in the budget sheet; noting the request reflects an amount of \$1,891.

**CASA; \$1,000**

A representative from CASA stated there is no pay or stipend for CASA volunteers and noted the agency has requested an increase from each town. She stated CASA serves 1300 children and consists of 512 volunteers.

**Children Unlimited; \$2,730**

JoAnn Kelly, Executive Director, stated the agency works with families in need in an attempt to keep the families out of the DCYF system. She stated grants and fundraising no longer supports the number of families therefore, the agency is requesting funding from Ossipee, Tuftonboro, Wakefield, Wolfeboro, Jackson, Conway, Bartlett, Eaton, Freedom and Chatham. She stated the organization served 10 Wolfeboro families; noting two families received therapeutic services.

John MacDonald asked if the agency charges for services provided and questioned the formula used to determine the funding request.

JoAnn Kelly replied no. She stated the agency is requesting each town who received services pay for one visit per family served; noting a visit costs \$273 therefore, 10 Wolfeboro families served would equal \$2,730.

John MacDonald asked if the agency receives funding from the Carroll County delegation/commissioners.

JoAnn Kelly replied no.

Bob Tougher stated the documentation for the agency shows a \$20,000 loss.

JoAnn Kelly stated such is the reason the agency is requesting Town funding.

Bob Tougher questioned how the loss is addressed.

JoAnn Kelly replied through fundraisers, appeal letters and raffles.

#### **Other Business**

##### **Warrant Article Expenditures**

Steve Johnson requested the BOS notify the Budget Committee when warrant article funds are expended.

##### **Parks and Recreation**

John MacDonald noted the part time wages was reduced to an insufficient amount therefore, part time wages for January through March need to be reinstated. He asked Ms. Collins if she foresees the need for additional full time employees in the next five years.

Christine Collins replied no.

**It was moved by Bob Tougher and seconded by John Burt to increase Part Time Wages 01-45201-117 from \$100 to \$8,351 and adjust the 200 series accordingly. Steve Johnson, John MacDonald, Robert Loughman, Bob Moholland, Bob O'Brien, Bob Tougher, John Burt voted in favor. Harold Parker opposed. The motion passed.**

#### **WARRANT ARTICLES**

##### **Abenaki Ski Area Capital Reserve Fund; \$16,750**

John MacDonald questioned the balance of such.

Pete Chamberlain replied \$55,678.16 (August 2017).

Bob Tougher confirmed a scheduled replacement of the groomer in 2018.

Christine Collins stated the rope was replaced this past year and she hopes to trade in the existing groomer and purchased a used groomer.

John Burt asked what Ms. Collins is targeting for as a balance in the account.

Christine Collins stated there is no target rather, incur funds to replace assets as they go out of commission and are not covered in the operating budget.

##### **Libby Museum Feasibility Study; \$75,000**

Alana Albee, Director, Libby Museum, stated the purpose of the study is for the restoration and expansion of the Museum. She stated the Museum is 185 years old with no heat or insulation; noting the current exhibit items are suffering from the light, moisture and temperature. She stated the Museum has been offered a 200 North American collection which would require a 1,000 SF addition; noting the donor offered the collection contingent upon a temperature controlled setting. She stated 2/3 of the funding request is coming from a charitable donation.

John Burt questioned whether electric costs have been considered as a result of humidity control improvements.

Alana Albee stated such would be included in the feasibility study.

John Burt asked if there would be an increase to the operating costs.

Alana Albee replied yes however, if the renovations are not done the current collection will not last another 50 years.

Bob Tougher asked whether the 2/3 donation is cash on hand.

Alana Albee replied yes. She stated the donation is from a long-time supporter of the Museum.

Bob Tougher stated the Museum is one of the most historic Town buildings and feels the feasibility study is important to preserve the building and its contents.

**Fire Trucks and Apparatus Replacement Capital Reserve Fund; \$186,000**

Jim Pineo noted such is an annual funding request; noting the pumper tanker is due for replacement in 2018. He reviewed future scheduled purchases.

**Reconstruction of 390 Line; \$1,210,000**

Barry Muccio stated the surveying and engineering for such has been completed and noted the increase in the cost for such is attributed to the excessive amount of wetland delineation required in the right-of-way. He noted the 390 line is the sole incoming line into Wolfeboro. He noted there is no effect on the tax rate or electric rate.

John MacDonald questioned the timetable for the project.

Barry Muccio stated such is a 6-8 month project.

Bob Tougher questioned the current condition of the line in Tuftonboro.

Barry Muccio stated the line is the same vintage as the line in Wolfeboro.

**Pine Street Water Line Replacement; \$260,000**

Dave Ford noted the Pine Street water line is a 4" 125 year old cast iron pipe. He stated the funds would come from the unrestricted fund balance.

John Burt asked the location of where the water line hooks into the main line.

Dave Ford replied at the intersection of Center Street and Pine Street.

**Bay Street Sidewalk; \$45,000**

Dave Ford stated such is a two-phase project; design and construction.

John MacDonald questioned the timetable for the project.

Dave Ford replied 2019.

Dave Owen stated the NH Boat Museum is building a new facility on Bay Street and has stressed to the Town that they would like a walkable facility. He stated the Town has received complaints from residents of the Taylor Community that there is no sidewalk.

John MacDonald questioned the length of the sidewalk.

Dave Ford replied the entire right-of-way to Elm Street.

Bob Tougher stated he is not in favor of the project. He noted a discrepancy on the project form (department priority and rational).

Steve Johnson stated he is not in favor of the project.

**Establish Dockside Docks Capital Reserve Fund; \$100,000**

Dave Ford stated the intent of such is to fund the repair and upgrade of the Town docks and the expansion of the Town docks.

John Burt questioned the impact to the Capital Reserve Fund if NHDES doesn't approve the expansion project.

Dave Ford stated the Town is looking at significant costs to repair the Town docks.

John Burt asked if the intent is to continue funding the account at \$100,000 following the repairs and expansion.

Dave Ford replied no.

John MacDonald stated the requests for the repairs and expansion should be two separate warrant articles.

The Committee requested the BOS to consider two separate warrant articles for the repair project and the expansion project.

**Dockside Parking Lot Capital Reserve Fund; \$50,000**

Steve Johnson requested the balance of such.

Pete Chamberlain replied \$102,000.

Dave Ford stated the intent of the warrant article was to request \$50,000 for three years.

**Public Works Vehicle and Equipment Capital Reserve Fund; \$186,000**

Dave Ford stated the Department intends to replace HD-7 (2004 International 6-wheel dump/plow truck) with a 4-wheel 1.5 ton dump/plow truck and replace HD-27 (roadside leaf vacuum equipment).

Steve Johnson requested the balance of the account.

Dave Ford replied \$60,000 following the 2018 purchases.

**Wastewater Treatment Plant Capital Reserve Fund; \$125,000**

Dave Ford stated the Fund addresses ongoing repairs and upgrades to the Wastewater Treatment Plant.

**Building Maintenance Capital Reserve Fund; \$75,000**

Dave Ford stated the Fund addresses deficiencies and continued maintenance of Town buildings.

**DEFAULT BUDGET**

Pete Chamberlain stated the default budget is \$26,814,660; noting that by law the default budget is put in place if the warrant article for the operating budget fails.

**ESTIMATED REVENUES**

Pete Chamberlain reviewed such based on a collected balance of 11/30/17.

**It was moved by Bob O'Brien and seconded by Bob Tougher to adjourn the December 14, 2017 Budget Committee meeting. All members voted in favor.**

*There being no further business before the Committee, the meeting adjourned at 8:15 PM.*

Respectfully Submitted,

*Lee Ann Hendrickson*

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