

**TOWN OF WOLFEBORO
BUDGET COMMITTEE
December 12, 2019
Minutes**

Members Present: John MacDonald, Chairman, Bob Tougher, Vice-Chairman, Paul O'Brien, Selectmen's Representative, Linda Murray, Selectman's Alternate Representative, Matt Plache, Steve Johnson, John Burt, Robert Loughman, Bob Moholland, Brian Black, Members.

Member Absent: Tom Bell, Member.

Staff Present: Jim Pineo, Town Manager, Troy Neff, Finance Director, Matt Sullivan, Director of Planning and Development, Lee Ann Hendrickson, Administrative Secretary.

Others Present: Lenore Clark, Conservation Commission, Mary DeVries, Wolfeboro Area Chamber of Commerce.

Chairman MacDonald called the meeting to order at 6:40 PM at the Great Hall.

The Committee participated in the Pledge of Allegiance.

ECONOMIC DEVELOPMENT

Matt Sullivan noted an increase in consultants for a survey to measure the number of visitors in the Town

Matt Plache asked if the advertising is geared toward tourism.

Matt Sullivan replied yes. He noted the advertising is not business attraction advertising however, the Chamber of Commerce is doing such.

CONSERVATION COMMISSION

Referencing clerical salaries, Matt Plache questioned whether such includes the 2% wage increase.

Jim Pineo replied no.

It was moved by John Burt to decrease Clerical Salaries 01-46110-112 from \$6,000 to \$5,000. There being no second, the motion failed.

Jim Pineo noted the year to date expenditure of such (as of 12/6/19) is \$4,120.

Brian Black questioned the five year average.

John Burt replied \$4,587. He noted the following expenditures per year; 2014 - \$6,000, 2015 - \$5,000, 2017 - \$6,400 and 2018 - \$4,862.

It was moved by Robert Loughman and seconded by Steve Johnson to decrease Clerical Salaries 01-46110-112 from \$6,000 to \$5,500 and add the 2% wage increase.

Brian Black stated he supports the decrease to \$5,500 however, doesn't believe the funding request should include the wage increase.

Robert Loughman withdrew his motion.

It was moved by Brian Black and seconded by Robert Loughman to decrease Clerical Salaries 01-46110-112 from \$6,000 to \$5,500 and adjust the 200 series accordingly. All members voted in favor. The motion passed.

Troy Neff noted the new total of the Conservation Commission budget is \$11,141.75. He noted Social Security decreased from \$459 to \$420.74.

HEALTH OFFICER

Jim Pineo noted an error in the calculation for telephone; noting the funding request can be reduced to \$340. He stated such relates to a cell phone stipend for the Health Officer.

It was moved by Robert Loughman and seconded by John Burt to decrease Telephone 01-44110-341 from \$540 to \$360. All members voted in favor. The motion passed.

Troy Neff noted the new total for the Health Officer budget is \$6,309.

ENTERPRISE FUNDS – TECHNOLOGY

Troy Neff stated the expenditures relate to the replacement of computers and/or printers and for a new firewall for the Electric and Water software. He stated the new firewall costs \$1,700 for each.

REVENUES

Bob Tougher questioned the yield tax; noting last year was \$24,250 and this year is \$15,000. He noted a decrease in the Rooms and Meals tax. He questioned the revenue from the Libby Museum project and questioned other warrant articles that include the transfer of money to the Town.

Troy Neff stated the revenue from the Libby Museum has not yet been determined and is not included. He stated the revenue provided to the Committee is only the General Fund.

The Committee reviewed the Administrative Cost Allocation and asked what is included in “miscellaneous”.

Troy Neff replied rent received from Town facilities, water tower lease, health insurance, disability and welfare reimbursements and donations to the Town (ie: Library). He stated this year’s estimated revenue for the Great Hall was \$2,500; noting the Town has received year to date \$2,450.

DEFAULT BUDGET

Jim Pineo reviewed the guidelines for establishing the Default Budget.

Troy Neff reviewed the specific items that are included in the Default Budget.

Paul O’Brien asked if encumbered funds are included in the Default Budget.

Troy Neff replied no.

Bob Tougher confirmed the nonunion employees would lose their pay increase if the budget does not pass.

It was moved by John MacDonald and seconded by John Burt to adjourn the December 12, 2019 Budget Committee meeting. All members voted in favor.

Next meeting scheduled for December 16, 2019; agenda to include final budget review and review of the following agencies; Meals on Wheels, Senior Meals, Carroll County Transit, Northern Human Services and CASA.

There being no further business before the Committee, the meeting adjourned at 7:49 PM.

Respectfully Submitted,

Lee Ann Hendrickson

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