

**CITY COUNCIL BUDGET WORKSHOP MEETING
MAY 21, 2013**

Call to Order

Mayor Merrifield called the meeting to order at 6:00 p.m. in the Council Chambers, Franklin City Hall.

In Attendance

Councilor Dzujna, Councilor Sharon, Councilor Cournoyer, Councilor Desrochers, Councilor Trudel, Councilor Clarenbach, Mayor Merrifield and City Manager Dragon.

Absent

Councilor Boyd and Councilor Starkweather.

Councilor Desrochers was recognized by Mayor Merrifield and he stated this has nothing to do with the budget but is something he learned about last evening and if the School Department isn't going to deal with it, then the City side needs to find a way rapidly. There are three girls at Franklin High School who have been threatened to be raped, and murdered by a student at Franklin High School. This has been going on since last January with the parents fighting with the School Board about this issue. According to parents of one of these girls, this young man is going to march in at graduation with the rest of the class. He stated as a City representative, he does not feel this should be tolerated. This young man has a restraining order against him to stay away 300 feet, why is he even allowed on school property at any time. Something needs to be done, the School Board seems to ignore it and the Superintendent seems to ignore it. He stated he does not know what the Council can do but this young man should not be permitted to be on the school grounds at all. Councilor Cournoyer commented the young man should be terminated and not allowed to attend school. Mayor Merrifield commented that the Council has no premise to decide who goes to school and who does not. Chief Goldstein commented he is familiar with the situation and it was ruled by the Court system that he can attend school but must adhere to the

300 feet restraining order. Councilor Dzujna advised that the family attended the school board meeting and waited for 4 hours and still were not heard.

Manager Dragon advised the first thing on the agenda for tonight was to be the school's request to form a scholarship but she received a message from the Superintendent that the School Board talked about the scholarship and that they decided not to involve the Council and Manager Dragon stated she is not sure what that means as they do not have the legal authority to create a scholarship.

Planning and Zoning Department Section 5

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Planning & Zoning Director stated once again this budget is about as straight forward as it can be. He stated the other Cont. Services which relates to the tax map update project and we are working in cooperation with MSD on that project and the mapping work that Cartographic Associates out of Littleton will update the Assessing Maps but at the same time they are doing work that will coordinate with Water, Sewer, storm drainage work, utilities that MSD is concerned with for both their internal operational needs and State permitting for water/sewer improvements, etc. There is an increase in the membership dues as a result of lower membership fees for the Lakes Region Planning Commission. Postage went over the estimated budget and is always a bit of a moving target in that the vast majority of the postage that is dealt with that starts to add up is that associated with the Planning and Zoning applications and the public hearings for those application so it is never known just how many applications will be coming in. Reimbursement is received for the registered certified/return receipt mail so postage is mostly a wash.

Director Lewis stated we are involved with the Brownfield cleanup for which we received a \$200,000 grant from EPA and a summary of the project is we are a little bit behind schedule because of some of the hazardous waste components on the site. EPA required that some additional testing be done and material

characterization; the testing has been completed and a report has been generated and submitted to EPA and they have accepted the report. The consulting firm is moving ahead with the next important phase which is the development of the alternative Brownfield cleanup analysis. They will look at what is out there; prepare a document that outlines the different types of cleanup work or activities that could be taken place to solve the problems that are on the property. That report then goes to DES and to EPA for internal review and come to Planning & Zoning and once there is a final signoff a public hearing is scheduled, there is a 30-day public comment period and once the public hearing process is completed the final cleanup can be established and we should be on track for late summer or fall cleanup/site preparation.

Director Lewis stated he has talked to the City Manager about is the City of Franklin for better or worse owns a lot of property that we don't need to own, small properties, individual houses that have been taken over the years for back taxes and one of the project he stated he would like to start working on over the next year is to do an analysis of those properties, determine what properties would be good to sell, are their specific conditions that could be applied to individual properties that would make it so it protects the integrity of the neighborhood and the abutters and start marketing these and getting them back on the tax rolls. He stated the most recent property the City dealt with is the Elkins Street property on the corner of Elkins and Winnepesaukee. He stated it is an odd piece of property that it is on a corner but there is only one abutter who is located down the hill on Winnepesaukee and his property loops all around this City owned piece. The abutter seems to be interested in the city owned piece and hopefully the City will receive an offer from that abutter. Councilor Desrochers inquired if these properties the City owned single family or multi-family. Director Lewis responded it is a range, a couple pieces he recently looked at on Colby Avenue, one is a very small old camp and probably doesn't even have water, and across the street there is another piece that has a well on it, house with a garage on it and one other small out building and all in rough shape. There are other scattered parcels. There may be a couple of multi-family parcels but more a range of single family and some vacant property. Councilor Desrochers

commented there may be some advantage to knocking the multi-family parcels down. Director Lewis commented that is something that the Council should look at. Manager Dragon stated there are people that would buy a couple of the City owned properties but we have not done so because they want to create sub-standard housing for which the City would have to deal with through Code Enforcement. She stated sometimes it is best to just clean it up and sell it for a vacant piece of property because it will save the City from dealing with potential code enforcement issues in the future. She stated again this year she has a line in the budget for demolition. Manager Dragon thanked Director Lewis for taking on this project. Director Lewis stated one thing the Council might want to consider is if we are able to identify a few parcels that would be marketable and if we are successful in selling those parcels to an abutter or an interested party, perhaps 25% or 50% of that went into the abatement fund; then parcels the City does not want to sell could be dealt with using those funds. Mayor Merrifield commented it would be a revolving fund and Director Lewis agreed.

Police Department Section 5

Chief Goldstein stated he wants to take a few minutes to make some introductory comments concerning the Franklin Police Department. He made note that the department continues to be extremely busy and involved in the law enforcement needs of the City. The relationship between any Police Department and the community it serves grows more and more complex. Laws undergo change, assisting agencies come and go due to budgetary issues and Police Officers like the rest of the City work force are often times asked to do more with less. It is recognized military axiom that no battle plan survives the first contact with the enemy and in our case the enemy is the criminal. Your Police Officers confront situations that few members of the public must face and this is accomplished with professionalism and flexibility. As Chief of the Franklin Police Department he stated he is proud to state publicly that our offices are some of the best in the State. A day does not pass in which we are not challenged, pushed, pulled and confronted. In turn, our offices exhibit restraint, maturity and understanding. Nationwide it is open season on police, a police officer in the United States is

killed in the line of duty every two days, one in 50,000 officers are assaulted each year and of these more than 10% have to leave police work due to injuries sustained. He stated the Franklin Police Department has experienced some of this as well. Sadly our society has reached a point when even members of other emergency services are threatened as evidence by the killing and wounding of firefighters in New York last December.

Chief Goldstein stated in 2011-2012 calls, walk-in, etc. were down in number slightly but still over 4,000. Arrests have increased, offences have increased and car accidents have decreased.

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Administration – Many items have been level funded. Staff Development has increased because ammunition costs have increased and the availability of ammunition has decreased to the point they are now looking at a drop ship date of any ammunition of 6 to 8 months. Equipment maintenance has increased. Advertising has increased and Chief Goldstein stated they are in the position of filling open positions and the problem they run into is many are called but very few are chosen and then we must go back and advertise again. Office supplies is typically overspent by the Police Department due to increased costs and the use of a lot of toner. Uniform costs have increased, today a basic uniform of just a shirt and a pair of trousers is a minimum of \$175.00 and that is work clothes so they don't last all that long. Cleaning of uniforms has increased in the cost for the cleaning.

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Police Building – Chief Goldstein commented they have been discussing for the last couple of years the flooring in the Police Department is as old as the building which is about 15 years and the carpets are wearing away and so they are hoping to replace the flooring. He stated maintenance for the building is up and Chief Goldstein commented they are a 24 hour, 7 days a week.

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Police Investigation/Prosecution – Chief Goldstein advised they have let the UNH School of Law Work Study interns go in the hopes of savings funds. A very large decrease in Professional Services as there is no much request for film anymore. Operating supplies has increased due to an increase in supplies, books and subscriptions.

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Patrol - Chief Goldstein stated they are leasing two vehicles with a 4-year lease. Equipment Maintenance is up 50% and Chief Goldstein stated while they get equipment as part of grants or whatever type of operations we might be involved in, it is the sustainability that gets in the way. He stated a lot of their equipment has reached its end of life status and repairs are more costly than buying new items. Under machines and equipment the tasers have reached their end of life and the company is moving on with technology and they will no longer support what the department currently has. Tasers are currently going for about \$1,300/each. That is the base price, and you have to buy related equipment. Currently the department is down from 11 tasers to 6 operating tasers. Councilor Trudel asked if they have enough tasers for the officers and Chief Goldstein stated they do but as they go down they will have to be replaced. Chief Goldstein commented that tasers are very good not only for the safety of the officers but the safety of the public as well.

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Dispatch – Chief Goldstein stated he is very concerned about the equipment in Dispatch. The radio systems are well beyond their end of life. Technology is probably the most fast-paced issue in police work today. The dispatch consoles are as old as the building which is 15 years and for radio speech that is ancient. The radio service used by the Police Department has advised them that they soon will be unable to service the consoles as they are running out of ways to get parts.

Franklin also serves five other Police Departments. Councilor Clarenbach inquired what is the cost of replacing one bay station and Chief Goldstein advised \$32,000 for everything. Lt. Clough advised there are actually 3 stations, the supervisor and two consoles.

Manager Dragon advised the last Cops Grant has expired so the City is now paying the full cost. She stated there is an opportunity to apply again but there is a match that the City would have to come up with if the City were successful in getting the grant and then you have that officer after the grant is over. The City has not applied for another grant and there is not money in the budget right now for a 25% match for another Cops Grant. She stated she has been thinking that the department has a part SOR Officer at the school and as we know school safety has been a bid topic of discussion and if the City were to apply for a Cops Grant that could be allocated to have an officer at the school on a full time basis. She stated many times we apply for a grant and then come to the Council, however, she stated she did not want the department to spend a lot of time applying for the grant if the Council were not in favor of doing so. Mayor Merrifield inquired as to what would be the time frame. Chief Goldstein commented it is a three-year grant and the department is required to guarantee one year beyond that. Councilor Cournoyer asked why the school could not pay for half for the SOR and Manager Dragon commented it use to be that way but then there was a question as to who the officer worked for. Councilor Desrochers stated he feels if the school were to get a full-time SOR out of the grant, then they should be the \$15,000 and there is no question who a police officer works whether he is in the school or down the street in a patrol car. Councilor Feener suggested that another COPS Grant could be looked into, get some numbers and then see if it is feasible.

Fire Department Section 5

Fire Chief LaChapelle stated when the Fire Committee met and there was a slide presentation and the Chief stated he wants to share some of that with everyone tonight. The mission of the Fire Department is preserve life and property while

insuring our members safety and providing the highest level of service to their customers. Chief LaChapelle stated Chief Smith wrote the mission and he stated he truly believes that is a strong mission statement for the Franklin Fire Department. He advised they changed things up a little bit this year in the budget and gave out a few more responsibilities to the members. The equipment that is used and the training that is done in the Fire Department, the end user of that is the folks that do the work on the street. With calibration of all members the budget was pulled together as a team and it was found that not a whole lot of things changed other than a couple of lines came down and some of equipment was prioritized. He advised morale is running very high at the Fire Department and they are at full staff. There are 41 members total of which 17 are full time employees and 24 on-call firefighters. The attendance at drills and incidents proves the morale is very high. Chief LaChapelle stated a test that was given to him a couple weeks ago by the Fire Chief in Laconia and were talking about the grant that was received by all the fire departments in the State and Chief LaChapelle asked him how many hours they had for training this year and the Chief in Laconia stated they had \$34,000 that was spent with all their members and they have 32 full-time members. Chief LaChapelle responded that Franklin spent \$65,000 in grant funds for training and it was known across the State that the Franklin Fire Department showed their presence in all the training and Chief LaChapelle stated that grant has made a lot of things possible.

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Public Safety – Chief LaChapelle called attention to the large decrease in staff development at the Administration level. Office supplies are down as well as uniforms.

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Fire Station – Building Maintenance has increased 100%. An evaluation was done on the sprinkler system and it was learned that the system needs a 30% disassembly test. They will disassemble the sprinkler system and do an inspection which is required every 10 years and that has not been done in the history of the building. It is expected there will be some issues with the system. Other Contracted Services is up and Chief stated he shared last year that one of his main concerns is fire station safety and the front entry way needs to be addressed. To

provide good customer service during the daytime the door is left unlocked, it does have a buzzer but anyone can freely walk in and out of the building. Some people it would be better if they were escorted into the building. Chief stated he would like to address this as soon as possible and that is why that line has increased 109%. Councilor Clarenbach commented the water/sewer is up \$1,000 and he asked if the water has been separated it onto a separate meter. Chief LaChapelle said they have not but it is true the water needs to be separated because the trucks are filled up in the station and it comes off the same meter. Cleaning supplies has decreased as the new station house supply guy has done a great job on pinching pennies.

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Fire Suppression – Staff Development is down 38% and grants have been plentiful and many are able to take advantage of.

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Fire Suppression continued – No significant changes.

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Code Enforcement/Health/Fire Prevention – Chief LaChapelle commented this is the most humbling problem that he has had in the last year. The overtime wages for the inspector have doubled. His participation has doubled. Through some different leadership trainings with Captain Bodien he is looking at things a little bit differently but his participation after hours has been extremely helpful with all the fires the department has experienced this year. He stepped up to the plate with fire investigations and his code enforcement duties enough so the guys recognize the fact that he is at almost all the trainings required.

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Fire Alarms Dispatch – Chief LaChapelle stated dispatch is up 4% with Lakes Region Mutual aid. One community did drop out of the mutual aid system so it has gone from 36 communities down to 35 and that cost had to be absorbed.

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Public Safety/Ambulance/EMS Rescue (Ambulance expenditures offset by Revenue) – Staff development is down due to the new relationship the Fire Department has with LRG Healthcare and is a really good thing for the City and the Fire Department. Medical Supplies has gone up 31% and the Chief commented that every year continues to increase even though they have tried to streamline the supplies they are using and buy cheaper equipment on some of the things and the guys have worked it out themselves that the cheaper equipment is not good (patient supplies, IV lines). Machines and Equipment is up 190%. Chief LaChapelle stated they have two defibrillators, one on each ambulance. The difference between the defibrillators and the AEDs, the two defibrillators have all the bells and whistles in laymen terms. One of the defibrillators is 10 years old and they are reaching the point this year where the support for that particular unit is becoming more difficult. They have learned that after 2015 there will be no support for that unit. Both of the units come off the ambulance for every single call. After discussions with the Manager, Finance Director and Fire Committee it was agreed the best way to do this because of pricing was to go for two units. If one unit is purchased the cost is \$32,000. Chief LaChapelle talked with the salesman and learned if you do a lease and you spend more than \$60,000 they would give the City 0% financing so if both units are replaced (the other being 5 years old also will have no support after 2015) so the decision was made to enter into a lease/purchase for around \$18,000 total for two units for three years with 0% financing. They will also do a private sale of the old units.

Councilor Dzujna commented that going back to the overtime the Code Enforcement Officer puts in and the goal to enforce the codes; it would seem that

the Fire Department may need another part-time for possible full-time Code Enforcement Officer at some point.

Councilor Desrochers asked profit wise on the ambulances, how much money is the City making after expenses? Chief LaChapelle stated he can tell you what the ambulances brought in as far as revenue and Manager Dragon commented we don't make money off the ambulances. The revenue number for both ambulances is \$242,225 and the City collects at 72%. Councilor Desrochers suggested maybe some of that money could be put into a fund for the Fire Department so the budget is not so tight.

Manager Dragon advised Code Enforcement overtime increased by \$500. Some of the code enforcement that we want to phase in, it is felt that that can be done with the current staff.

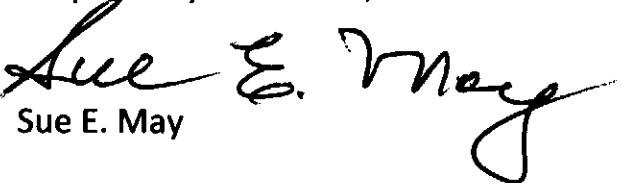
Section 11 Fuel Depot

Chief LaChapelle stated the maintenance on our vehicles has proven to be an issue based on some of the fuels being used. A company came in and has offered and we have purchased a fuel supplement. The quality of the fuel was not very good. One of the things that was recommended is there be a single source supplier. Fuel had been purchased from different suppliers. Chief LaChapelle stated he checked with the Winnisquam School District and their Co-Operative and they have a collaborative group with the Fire Department, Police Department, Highway Departments in the district and send out an RFP every year and they buy from a single source. In the RFP they awarded to the same company that was awarded to the State. Chief stated in working with the Manager and Finance Director we entered onto the same RFP with the Winnisquam School District and it was awarded last week and because Franklin and the 86,000 gallons needed by Franklin was part of the RFP and doubled the RFP, fuel will be .11 cents cheaper per gallon and have a single source. He advised that after 2015 the fuel island is going to need some serious work. Originally it was thought it would have to be completely replaced, however after extensive research it appears that

some of the piping, the dispensers, the canopy and the concrete will need work. The estimate for this work is between \$150,00 - \$250,000. He stated some of his contacts with the other items he talked to the State of New Hampshire Director of Fuel Management and it just so happens that in 2015 they have to replace their fuel island located on Route 127 at the State Garage. Chief asked them if they would be interested in entertaining Franklin buying fuel from them providing a computer was installed so we could talk to that computer to the equipment maintenance. Chief stated he should have an answer soon as it appears they are very interested in Franklin buying fuel from them. It will be cheaper than what the City has been buying fuel in the past. Currently there is \$43,000 in the Internal Services Fund for the fuel island. Councilor Desrochers asked if it is known how long the tanks in the ground will last. Chief LaChapelle stated that is unknown, they are doubled-walled tanks and they have been in the ground for just over 20 years.

Motion to adjourn made by Councilor Clarenbach and seconded by Councilor Trudel. All in favor, meeting adjourned at 7:45 p.m.

Respectfully submitted,


Sue E. May