

**OFFICE OF SELECTMEN
6 HOLLAND STREET
PO BOX 139
MOULTONBOROUGH, NH. 03254**

Selectmen's Budget Workshop

December 4, 2009

MINUTES

Present: Selectmen: Karel A. Crawford, Joel R. Mudgett, Vice Chair, Edward J. Charest, James F. Gray; Betsey L. Patten; Carter Terenzini, Town Administrator (joined at 10:25 a.m.)

Also Present: Advisory Budget Committee: Jean Beadle, and Ed Marudzinski

The Chair called the meeting to order at 10:06 a.m.

Police Department: The Board began a general overview of the budget with the Chief. There was a lengthy discussion on the uniform line item based upon current levels of expenditure and the life span of the items (i.e. vests 5 years etc.). The Chief was asked to look at this and report back. In reviewing the capital requests the Chief reported that Irwin Motors informed him, just this a.m. that the cruiser may be \$1,800 lower. The Chief also noted that the reference on Page 84 to N. Gillis should read W. Gillis. The Town Administrator pointed out that with the approval of the CodeRed Mass Notification System last evening the amount for this contract would need to be increased from \$8,000 to \$10,500 (the added cost of the so-called "Weather Module"). This would be covered by an offset of \$8,000 in the Fire and Emergency Services budget where the system had also been carried with a final decision being it was most appropriate to be carried in the Police Dispatch Center budget.

Ms. Crawford asked if we still maintained any Town cell phones for personnel. The Chief said we had moved everyone to stipends, except to the best of his knowledge, the continued support of two Nextel phones. In discussing the court overtime, the Chief was asked to confirm that there was not some sort of court paid offset (i.e. witness fees). He was asked if the gasoline estimate at \$3.50/gallon was accurate. The Town Administrator said the current price of gasoline was low in comparison, but it was not that long ago when we had a severe spike above that which drove the year end expenditure to \$35,000. He felt the current proposal was, in total, a realistic and safe one.

The review then turned to the personnel schedule and pay rates. Ms. Patten moved, seconded by Mr. Gray, to enter Non-Public Session under RSA 91-A:3 II (a). A Roll Call was taken: Jim – Aye; Betsey – Aye; Ed – Aye; Joel – Aye; Karel – Aye; Joel – Aye. The Board entered Non-Public Session at 11:50 a.m. The Board re-entered Public Session at 12:10 p.m.

The Chair declared a recess in the work session at 12:11 p.m. The meeting reconvened at 12:40 p.m.

Fire Department: The Board began their review following up on the morning comments of the TA discussing the Mass Notification System and noting we could take out \$8,000 from Account #09050 Other Services (Page 59). This brought the discussion to the proposed Training account and what the "Table Top" would include. The Chief explained this is where a facilitator is brought in from the outside that puts the Town Staff through various scenarios of what they would do when a specific event happens. As the staff responds the facilitator escalates the various issues to see the next actions taken

by the Town. These "What If" scenarios are then eventually played out with a real time training exercise involving all the various personnel. As we found some grant funds toward the update to the Emergency Operations Plan, so too are we hopeful of finding some grant funds toward this.

Discussion turned to the compensation section and the status of Call Firefighters. The Chief explained that notwithstanding what we called them they were, for all practical purposes, employees covered by workers compensation and other statutes. This brought the discussion round to the supplemental insurance and its continuing need as well as whether or not we should formally classify the firefighters as part-time employees and conduct a formal review of their pay structure. The Chief and TA are to look at this over the next few months and report back.

Ms. Crawford asked if the funds for equipment maintenance were enough. The Chief felt they were and he was on track to close out the year on budget. This brought the discussion to the department's appropriate fleet and the appropriate replacement schedule, the possible shedding of equipment and the impact upon the maintenance budget of a continual replacement of equipment on the proper schedule. The Chief was asked to comment on the proposed Fire Boat. He said he understood if it needed to be deferred and was not strongly pushing for it but, he needed to point out the problems with the current boat. The TA said in balancing the needs of this department versus all, he thought the proper course was, given the desire to avoid debt and the vagaries of large amounts of cash being available in any given year, to increase the contribution to reserves (he proposed an increase from \$40k to \$75k this year as a first step) to the amount required to continually purchase the equipment solely from the replacement reserve.

In reviewing maintenance accounts the Chief was asked about the budgeted amount of the Fire Tower (\$130) and whether or not that would cover our obligations. The TA said he would pull the lease and review it with the Chief. In reviewing the ambulance service contract the discussion turned to what the other towns might be thinking about the renewal notice that was required to be given in 2010. The TA was asked to contact the SelectBoard in the partnering towns to see if they might attend a meeting to discuss the same in mid- January.

There being no further business for the Fire Chief, Ms. Patten Made a Motion for the Selectmen to go into Non-Public Session per RSA 91-A:3 II (a). A Roll Call was taken: Jim – Aye; Betsey – Aye; Ed – Aye; Joel – Aye; Karel – Aye; Joel – Aye. The Board entered Non-Public Session at 2:30 p.m. The Board returned to Public Session at 2:45 p.m. having voted, by greater than 2/3 majority to seal the minutes, as divulgence of the information discussed would likely affect adversely the reputation of a person other than the members of the public body, and to keep such minutes sealed until, in the opinion of a majority of members, the aforesaid circumstances no longer apply.

A motion was made by Mr. Charest, seconded by Mr. Gray to adjourn at 2:46 p.m. All in Favor.

Respectfully Submitted,

Approved: December 17, 2009

Carter Terenzini, Town Administrator

Karel C. Crawford, Chairman