

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

**Selectmen's Work Session**

**December 5, 2014**

- Selectmen:** Joel R. Mudgett, Vice Chair, Paul T. Punturieri, Christopher P. Shipp, Russell C. Wakefield; Carter Terenzini, Town Administrator.
- Absent:** Jon Tolman (with prior notification)
- ABC:** Jean Beadle Chair, Barbara Sheppard, Amanda Bergquist, Christopher P. Shipp, Linda Murray
- Absent:** Alan Ballard, Kathy Garry (both with prior notification)

Joel called the meeting to order at 8:40 a.m.

- 1. Police (L. Wetherbee):** The Chief gave an overview of his budget. Overtime is down some \$16K with the major driver being the elimination of the K-9 program with its related overtime. There was also some reduction in the DWI patrols as he is having some trouble in filling these weekend shifts which, he noted, are problematic to fill in general. He did stress he did not believe this was a sign of a reduction in enforcement. Paul said he had noticed that some officers seem to get quite a bit of overtime and he wondered if we have enough officers. The Chief said it (FTE's versus OT) balances out and at present it would be much more expensive to add an officer. He said that most of the overtime is vacancy back fills. He also said that as to the OT earnings by one or two, wherever he's worked, there are always those who will take the OT when it's available. Paul followed up to say that one concern he has is if excessive OT can cause officers to become too tired. He asked if there are safety concerns. The Chief acknowledged that the officers may get "dog tired" but then as they get older they just aren't as aggressive on taking the shifts. Carter spoke to the reduction in the Off-Duty detail account noting these dollars were all being moved into the Police Revolving Fund created at the 2014 Town Meeting. He noted the account would be in the negative in the initial years until it built up a balance to cash flow the pay-outs. ABC Chair, Jean Beadle asked if there were restrictions on moving any of these dollars to the General Fund, as there were with the Recreation Revolving fund, where a substantial balance had built up. Carter said no, that after we had built the balance up for cash flow we could then "bill" the fund for cruiser hours used and/or make other transfers in accord with statute. Joel asked if the computer network maintenance was hourly or contract? The Chief said it was by contract for 24/7 service by Lakes Region Computer for our maintenance and upgrades. Joel said that this (computer services) runs throughout all of our accounts and once you add it all up maybe we should look at putting it out to bid. Jean said we may be getting big enough to bring it in-house, while Russ thought maybe in Manchester, but Moultonborough was not big enough. Carter suggested that we are not big enough on our own, but might be if the schools were involved. He did caution that hiring the right person (and finding a single person to "do it all" can be very tough) and was not inexpensive. Paul pointed out that we are also looking for someone 24/7. Carter will compile a list of payments to Lakes Region regarding service, hardware, and the like for review by the Board. The Chief moved on to the account entitled "Other Charges & Expenses" noting this was down \$3K driven by elimination of the K-9 program. Russ asked if this was reflected in the use of the cruisers and learned that the K-9 car was now a line patrol car. Jean asked if the officers are trained in first-aid and learned they were only trained on CPR and AED. The Chief said that the NH Police Academy training was expanding by 2 weeks and he had contacted the PS&TC Director to advocate for adding expanded training (i.e. "First Responder"). He had been told this request was taken under advisement. There then ensued a

discussion of the best means to deliver the medical response service and the need to consider this in depth in the future. The Chief then spoke to his request for two cruisers explaining the estimated mileage as of 04/15, and uses of each. He noted the Town Administrator had only recommended one and said he fully agreed with the philosophy of one car per year noting, however, that the Town didn't buy a car in 2011. He said that the older the cars get the higher the maintenance costs become and that the longer we draw this out the more expensive this becomes. He acknowledged that it may sound like a lot, but based on how they are used, the Chief explained that is how he came to eight cars. Joel asked if he was looking to replace the '06 Taurus which had been donated to the Town. He said not now, but eventually so he can stay at a fleet of eight.

2. **Substance Abuse Program (L. Wetherbee):** The Chief spoke to the evolution of the program and how current revenues do not fund it as originally envisioned. He then gave an overview of the proposed effort. Paul spoke to the issue of whether these programs have impact and the Chief acknowledged their success can be very hard to measure. There was a discussion of how the personnel stipends was arrived at and the pay being more than half of the proposed budget. The Chief said there was no slack "in-house" time at the PD or at the Schools and it had to be agreed this program simply could not move forward without the added resources. Jean noted the amount was about half of the former stipend. Joel said it had always been always border line as to where this belongs, the schools or the Town, and the Chief said he was on target as the "community" owns the issue.

The Board recessed at 10:05 am and reconvened at 10:12 am

3. **Fire & Emergency Services (D. Bengtson):** The Chief gave an overview of the elements of his budget citing a need to review the current periodic physical evaluation program. We currently use the old NFPA Standard which required a physical at periodic levels based upon age. The new standard calls for an annual physical without regard to age. He said the annual physical is required for the firefighters to qualify for the Federal Death Benefit and can help avoid workers compensation claims. There was a discussion of how detailed the physical was, if we paid for additional tests, and how we interface with the private insurance. He spoke to the expense of the replacement of the interoperable radios as they are at the end of their life cycles and the need for a discussion of those costs versus the benefits. It was noted by the Town Administrator that his text noted the removal of \$3.5k for Dry Hydrant repair, but that somehow it looked like it had been left in error. Joel noted there was a need to discuss the proposed conversion of Call Firefighter pay from an hourly and year-end distribution of a stipend pool to an hourly only basis. Chris Shipp, a Town Call Firefighter, recused himself and left the table for this discussion. Joel asked if this would require us to pay the standard minimum call in time relative and Dave explained the current system. Carter said that the FLSA minimum is a 2 hour call-in, but that there are many "carve outs" for call firefighters. He will have a discussion with Counsel for a more detailed answer. In conclusion it was noted the Chief did have a request for \$220k for the "Initial Attack" apparatus. The dollars had been presented to the CIPC as \$180k, but the Chief later came to find that the truck could be equipped with the so-called CAF (Compressed Air Foam) system. The Town Administrator noted he had proposed the use of a lease to pay for this in an effort to stay within the 5% growth cap. There was a discussion as to whether or not we might pay for it with cash if certain other capital items were not pursued.

The Board recessed at 11:45 am and reconvened at 11:52 am

4. **Development Services (B. Woodruff):** The Town Planner gave an overview of his budget and activities year to date. Russ asked, if given the increases in the inspections, do we need to pull the Code Officer back from Holderness, as he wants to make sure we are serving our folks best. Bruce said he wouldn't want to respond off the cuff and would need to look at it, but thought we are ok at present. Chris felt that part of this comes down to scheduling by the contractors. There was a discussion of the water tests and Carter distributed a chart of the recent history and the actual results for 2014. He asked for feedback to any changes the Board would like as to how the data is presented or other questions. They then proceeded to a review of GIS by Tim Fountain of CAI.
  
5. **Milfoil (K. Nelson):** Karin Nelson spoke to why the Committee was requesting \$200K when it would only be expending \$180K this year. She said that the biggest price risk factor for the next year is a new push for compliance on an OSHA Standard they were hoping for an exemption on. She said that the divers weren't really diving at the depths the regulations were intended for and it may add 25% to current pricing. Joel asked if any other towns are tackling the issue as we are and learned that all are doing something, though we are truly the biggest actor in this. Karin said that we also have a huge problem by comparison to others. There then ensued a discussion of whether or not the herbicide treatments into the water were being tracked on a cumulative basis, the permitting process and the potential expansion of the Tri-Town IMA as a large co-operative for sharing of information.

There being no further business the Chair adjourned the meeting at 1:00 p.m.

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Approved

Date

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Respectfully Submitted  
Carter Terenzini  
Town Administrator

Date