



Selectmen Meeting 11/15/2016

Approved Minutes

**Present:** Selectmen Bernie O'Grady, Charlie Moser and Louise Lavoie; Kathy Wile, Fred Greenwood, Dave Morrison, Deb Morrison, Bob Bergeron.

**Called to Order:** The meeting was called to order at 7:32 PM by Louise Lavoie.

**Approvals:** Noted that a check manifest was signed.  
Tax Warrant for December, 2016 was signed.

**New Business:**

- **Fred Greenwood** represented the Fire Department. He began by presenting an agreement for a new(er) Forestry truck – Francestown was passing along the one they had been using, it is said to be in good working order. Our old one will get taken back to the State. The agreement was between the Town and State of NH, truck will go back to them whenever we are done with it. No charge involved. Selectmen asked for a copy of the receipt of delivery for the old one when Fred gets that; they signed the agreement, Kathy will copy and mail original back.

**6013-Ambulance** was first within the budget. Fred reported we are already a bit (.6%) above last year's number of calls; selectmen noted the number has been trending upward for both EMS and FD, and with a larger and aging population that is likely to continue. They would like to insert a 2% increase until numbers come back from Brookline.

**6014 – Fire Department**

03 Worker's Comp – no rebate anticipated, amount will be same as set at last year (1189.00)

04 Officers Expenses – Fred has not ordered anything, waiting for all previous invoices to be paid to see what is left there. Includes water, food for fire fighters on scene, helmets etc. Keep at \$1500.

05-Hep B Vaccines – Fred said the titers should be completed by the end of December.

06-Insurance – 2016 amount unused; selectmen said they believe that was for death benefits. Fred recalls seeing some paperwork/applications in the office and will get that sign up started.

07- Training – Decrease from \$3500 to \$3000 for next year due to cost sharing with other (towns') departments. \$1706 remains in 2016 budget.

08-Expendables – includes office supplies, batteries, TP, etc. level for next year, little more than half used to date for 2016.

10-Electric – same for next year

11-Heat – reduced 20% for next year (\$2500-\$2000); slightly under half budgeted amount used in 2016 to date.

12-Telephone – Fred increasing that line by 33%, as he has added a separate line for the FD fax machine. He explained the dept. is very fax dependent to get information, and the second ring line did not work well. Increase \$900-\$1200.

13- Radio Repair – over budget this year, flat funded for next year. Fred is comfortable with that number

14- Code Books – he has ordered one on woodstoves, one on oil burners, would like to keep funding level for next year. Side discussion regarding potential new building inspector taking over those inspections, no decision on that.

15-Vehicle Maintenance – asking for increase of \$500, \$7500-\$8000, due to aging fleet.

16 – Fuel – level for next year

17 – Equipment Maintenance – requesting level funding next year, spent \$1160.21 of 8000 year to date.

19 – EMS Supplies- requesting level funding for next year under budget year to date.

20 EMS Training – he does have someone interested in training, but she has not been ready to start yet. Projected number going down as there are fewer people to train. Decrease from \$3000 to \$2400.

23 Admin Asst – asking for an increase due to the fact that the person is doing more work, including scheduling and monitoring the physicals for fire fighters. Asking for increase from \$1200 to \$2000.

24 –FD Payroll Tax- follows line 23, payroll increase dictates tax increase.

27 Physicals – Fred said that the 5 budgeted for this year will be done, and that it is important not only for the Town and individuals but also for insurance paybacks to ensure a payback in case of accidents.

### **6017 Communication**

03-Comm. Maintenance – Fred would like to use some of the \$4800 to buy new pagers which could bridge between the current low band system and the proposed new high band system. This would help with the current pager problems and reduce the amount needed for the warrant article, for which he presented a total needed of \$90,362. That would be reduced to \$77,607 if these new pagers are purchased this year, and currently owned high band functional units are maintained. This would be split into 2 years, for \$39,000 each year. Selectmen think this is a valid goal to work towards but not rush into, and asked Fred to get a second quote for the equipment. FD would not ask for the annual \$10,000 article to fund the building fund at the same time as the radio request.

It was also noted that pest control service could come out of this line item once the new insulation is installed in the communications building.

Other conversation was about the inevitable truck replacement, how soon to begin planning on that. Selectmen asked Fred to look into replacement costs and timelines for all (large cost) equipment as well as for the truck so there can be a long range capitol reserve fund plan.

Fred also reminded the board that 2017 will be year 3 of the 3 year plan to replace the airpacks, asking for an additional \$21,000.

- **Dave Morrison** represented Highway Department. Selectmen reminded him salaries are not set until other numbers are in, but discussed the possibility of changing a part time employee to full time status. Brenda had prepared information regarding the cost differences to the

town. Selectmen reiterated that having more part time employees was most beneficial for the budget, as well as possibly cultivating new full time employees.

### **6018 Highway Town Maintenance**

05-Part Time Wages – selectmen suggested an increase of \$5000 to hire more help in busy (summer) season especially.

06-Overtime wages – this number was down in YTD numbers, propose a decrease of \$2000 for next year.

08-Workers Comp – no rebate from state, will be the full \$9585 next year.

12-Consulting Engineer – did not use yet this year, but Dave has some question about a culvert replacement he would like that \$ for. Keep level at \$500 for next year

13-Paved Road Restoration – there will be a leftover amount of \$9160 to encumber for next year's use to add to the level funding of \$123,000. Dave will re-evaluate the 5 year road restoration plan and modify as needed, changing sequence if required, and stay true to the mission of covering all roads in town.

15-Culverts – slightly over budget this year, little material on hand this summer to work with. Asking to level fund that line.

16-Calcium Chloride – slightly over budget this year – exceptionally dry, applying dry and buying by the bag. Dave proposed going back to a system of wet application after grading the roads which had seemed more successful. Cost would be \$12,000 for all the dirt roads to be done (4 loads at \$3000/load). Outside contractor, would free up HD crew time. Net increase of \$7500 in that line.

24-Hired Equipment – amount used year to date is down \$2000, Dave is comfortable staying with proposed decrease of \$2500.

28-Guard Rails – keep \$1.00 as place holder until Dave can evaluate need

32-Aggregate – 2016 budget of \$16,000 was way higher than usual amount, needed to catch up. Dave will investigate minimum contract for the crusher, and come up with a new amount for that line.

### **6019 Hwy Dept Expenses**

05-Equip.Maint. - grader is going to need repairs, although it is good mechanically Dave estimates about \$15,000 for repairs there, so would like to increase the line for repairs by \$5000 to cover any other issues that may arise.

08-Chains – Dave will check into where/what the new chain purchases are

09-Chainsaw Repair – Dave reported that the mower is still not repaired, so a lot of brush has had to be cut with a saw. He said they have 7 saws now, and will not be adding/replacing any in the foreseeable future.

12-Safety Equipment – He will be making some purchases of waders, shoes and jackets but wants to decrease the overall line amount for next year to \$2000.

19-Heating Fuel – have used about 1/3 total budgeted for 2016, proposing to budget less for 2017. Selectmen wanted to push that number back up a bit, will have proposed number of \$6000 instead of \$5000 on that line.

Further general conversation included discussion of the possibility of paving the steep hill end of Jackson Rd to help with erosion there, a relatively small project that can be added to the road restoration schedule. Dave will get numbers from Shattuck for that as well as for the road by the church and the first portion of Darling Hill Rd.

Other discussion was about getting new plows for 2 trucks, using surplus from the rod agent salary line this year. Bernie asked Dave to look at existing plows, see what actual condition is and if one can be used, but that they could see replacing one.

Bob Bergeron suggested contacting UNH and enlisting their students in engineering consulting when that is needed. It was agreed that was a good idea.

**Adjourned:**

Louise made a motion to adjourn the meeting, seconded by Charlie. Three votes to adjourn at 10:45 PM.

Next scheduled meeting will be on Tuesday, November 22, 2016 at 7:30 at the Mann House.

Respectively Submitted,  
Kathy Wile  
Administrative Ass't.