

Wolfeboro Board of Selectmen  
Public Meeting Minutes-Approved  
October 12, 2016

**Members present:** Chairman Brad Harriman, Linda Murray, Dave Bowers, Luke Freudenberg and Dave Senecal

**Staff present:** Town Manager David W. Owen, Finance Director Pete Chamberlin, Police Chief Stu Chase, Captain Dean Rondeau, Administrative Assistant Sherry Moore, Fire Chief James Pineo, and Recording Secretary Michele Chamberlain

Chairman Harriman opened the meeting at 6:00 PM.

**Non-Public Session RSA 91-A:3, II**

Mr. Owen stated a non-public session is not needed.

**Budget Hearings**

**A. Public Safety**

**i. Police Department**

Police Captain Dean Rondeau addressed the Board. The Police Department's budget is up 1.17 %.

There are no changes in the salaries line items at this time but the Police Commission is still waiting for guidance from the Board of Selectmen and Town Manager on any increases for non-union and part-time employees; therefore, lines 100 and 200 series could change.

Police Captain Dean Rondeau explained an increase of \$6,216.00 on line #01-42100-341 cellphones. He stated this is a new expense requiring lap screenings to be done on all domestic violence calls.

Police Captain Dean Rondeau explained the department is down in 6 areas of the 22 lines and the other 16 lines are for level funding.

Police Captain Dean Rondeau explained a budget addition of \$800.00 of web based connectivity in the form of a blue tooth for the recently purchased radar trailer.

Ms. Murray questioned line 01-42100-118 Summer Salaries. She questioned if this would be spent.

Chief Chase stated not much more would be spent.

Ms. Murray questioned if it would be spent next year.

Captain Dean Rondeau stated it would be spent because the two positions will be filled next year.

Brad Harriman questioned line 01-42100-432 Communication Maintenance.

Chief Chase explained we have been fortunate this year but problems can happen.

Ms. Murray questioned if the system had been updated.

Chief Chase answered no.

Ms. Murray read the note under the 600 series stating the Town Manager added \$2,566.00 to this line item due to printing of tickets. The new total is \$8,898.00. She questioned who added the line.

Mr. Owen stated the department had requested it.

Ms. Murray questioned line 01-42100-760 Vehicles.

Mr. Chamberlin stated it was posted wrong by \$16,000.00.

Ms. Murray questioned where the form was for the request of the \$800.00 for the blue tooth radar.

Mr. Owen explained it will be moved to the technology budget. The Board agreed.

## **ii. Communications**

Captain Dean Rondeau addressed the Board.

He stated the 100 and 200 series could change due to increases in wages. He explained out of 10 lines 7 of them are for level funding with only 3 items increased. The 3 lines increased are 01-42990-390 Other Purchase Services, 01-42990-740 Machinery & Equipment, and 01-42990-680 Safety Equipment.

Chairman Harriman questioned line 01-42990-114. What is the total request?

The correct number is \$246,615.00.

Linda Murray questioned line 01-42990-740 Machinery & Equipment. She asked if anything should be purchased.

Chief Chase stated one of the DVR's could be purchased this year.

### **iii. Animal Control**

Captain Dean Rondeau addressed the Board.

All lines are level funding but the 100 and 200 series could change due to increase in wages.

Dave Bowers asked the name of the individual.

Captain Rondeau replied Earl Clough.

Linda Murray questioned line 01-44140-350 Medical Services.

Chief Chase explained this was if Earl Clough became injured.

Ms. Murray suggested explaining that.

Luke Freudenberg questioned line 01-44140-380 Outside Services.

Captain Rondeau explained that this is for sheltering animals if it is needed.

## **B. Public Safety**

### **i. Fire/Rescue Department**

Fire Chief James Pineo addressed the Board.

Chief Pineo stated he wanted to improve morale in his department so he felt that wages needed to be looked at. He explained they are over by 117 calls compared to last year.

Chairman Harriman questioned line 01-42200-140 Overtime.

Chief Pineo stated the increase is due to the amount of service calls, staff working on other services for the community and staff development.

Linda Murray questioned line 01-42200-380 Outside Services-Hyd. Ms. Murray asked if it was based on the prior or current year. She wanted to know what figures were going to be used and it should be 20 percent of that figure.

Mr. Owen passed out a replacement page.

Mr. Chamberlin will get a new chart.

Luke Freudenberg questioned line 01-42200-430 Vehicle Maintenance.

Chief Pineo stated the funds will be used.

Linda Murray questioned why the pumps will be serviced twice a year instead of one.

Chief Pineo explained it was recommended to extend the life of the equipment.

The maintenance of the Overhead doors was discussed.

Linda Murray questioned line 01-42200-625 Postage.

Chief Pineo explained that a proposal is being developed and will be sent out to decommission the Municipal Fire Alarm System. The cost of the replacement will be \$19,000.00.

Linda Murray questioned line 01-42200-680 Safety Equipment.

Chief Pineo stated this money will be used.

Luke Freudenberg questioned line 01-42200-740 Machinery & Equipment. He asked how many Thermal Imagers we have. Mr. Freudenberg asked if we need both the Thermal Imager and the RAD 57.

Chief Pineo stated the RAD 57 is used if someone has Carbon Monoxide poisoning. Chief Pineo felt both were needed.

Linda Murray questioned whether this should have been an add-on. She suggested putting the Thermal Imager as an add-on.

Chairman Harriman questioned Capital Outlay – Equipment. He questioned whether the equipment was the same or different.

Chief Pineo stated it was different. They were trying to get a grant for new equipment and they need the funds to match the grant but if the grant is denied then the funding won't be necessary.

Mr. Owen suggested removing \$7,000.00 from line 01-42200-740 to keep their budget on target.

The Board agreed.

Mr. Owen explained the results of the Pay and Classification Study which found that the firefighters are behind in their wages. He proposed a draft of the Firefighters Pay Plan for 2017-2019. Mr. Owen stated the budget would increase for 2017 by \$64,296.83 if done

in one year. He explained the phasing it in over a two year period and over a two-three year period.

The Board discussed the options.

**It was moved by Dave Senecal and seconded by Linda Murray to approve a two year program for increases in Firefighters salaries based on the information that was provided. Members voted and being none opposed, the motion passed.**

Mr. Owen asked to put Overtime on the Revisit List.

## **ii. Emergency Management**

Chief Pineo addressed the Board. He stated the Town needs an updated emergency operations plan and there is grant funding available for this.

Dave Senecal stated he was happy to hear this because they have not had an updated plan for a few years.

Linda Murray stated they used the Lakes Region Planning Commission for hazard mitigation planning in the past.

Chief Pineo stated he didn't believe they do emergency update plans and he has been advised by our representative at the State Department of Homeland Security and Emergency Management of three vendors.

Chairman Harriman questioned line 01-42900-112 Clerical Salaries. He stated nothing has been used.

## **iii. Public Safety Building**

Chief Pineo addressed the Board. He stated there is a slight increase because of moving his office to the first floor. It was in the Fire Department Budget but it has been moved to the Public Safety Budget. He stated there was a capital project form request to put a roof over the handicap entrance but it is on hold right now because the contractor has not got back to him yet.

Linda Murray asked Mr. Owen and Mr. Chamberlin for an update to the electric rates.

Mr. Chamberlin stated he will have the updates for the next meeting.

Dave Senecal questioned line 01-42901-410 Electricity. He stated Sodium is very expensive and asked if there was any other type of light cheaper.

## **C. Capital Outlay**

Chief Pineo addressed the Board and questioned line 01-49617-734 2017 Emergency Operations Plan Update.

Linda Murray questioned if this amount would be reimbursed.

Chief Pineo stated yes.

Luke Freudenberg asked how often the substation is used.

Chief Pineo stated they had cleaned it out and will be using it for gear lockers. He will be donating the old outdated equipment to El Salvador.

Chief Pineo stated his office and the Administrative Assistant office in the Public Safety Building will be moved to the first floor. Another part of the project is to have the radio dispatch system linked directly to the fire station.

Chief Pineo explained the need for new equipment line 01-49617-760 2017 Rescue Equipment Upgrade. He stated modern automobile construction require tools that create 10,000 PSI force to perform an extrication. The current system on Engine 4 is 20 years old and creates 5,000 PSI of cutting force.

Linda Murray asked if Engine 1 and Engine 4 are frequently used at the same time.

Chief Pineo explained it is happening more often.

Linda Murray explained that the \$8,750.00 needs to be listed so the Budget Committee knows that is the only part coming out of the general fund. She asked if this was an urgent matter because she felt it would be.

Luke Freudenberg asked about the cost of the tools.

Chief Pineo stated the cost of replacement is approximately \$69,000.00.

#### **D. Executive**

Linda Murray questioned line 01-41301-117 Part-time Positions. She stated this is for covering the information booth at the Chamber Office. They are looking for the Information Booth to be used year round.

**It was moved by Dave Senecal and seconded by Luke Freudenberg to approve \$10,000.00 to line 01-4301-117. Members voted and being none opposed, the motion passed.**

Linda Murray questioned line 01-41301-130 Elected Officials. She stated last year a raise was given and it does not appear this year.

Chairman Harriman didn't believe that was passed last year.

Line 01-41301-130 was put on the Revisit List.

Chairman Harriman questioned line 01-41301-380 Outside Services. He asked if the revenue for cable was up this year.

Mr. Owen stated there was an increase.

Linda Murray questioned line 01-41301-320 Legal Expenses. She asked why it was down by \$10,000.00.

**It was moved by Linda Murray and seconded by Dave Senecal to move the amount back up to \$100,000.00 on line 01-41301-320. Members voted and being none opposed, the motion passed.**

Kathy Barnard, Chairman of the Milfoil Committee explained the need for line 01-41301-870 Milfoil Treatment.

#### **E. Miscellaneous Administrative Expense**

Linda Murray stated she thought other expenses were supposed to be in this category.

Mr. Owen stated that retaining the services of Jeff Hayes for the Planning Director recruitment process would be listed here.

#### **F. Town Manager**

Linda Murray questioned line 01-41302-113 Supervisory Salaries.

**It was moved by Linda Murray and seconded by Dave Bowers to move line 01-41302-113 to \$111,980.00. Members voted and being none opposed, the motion passed.**

Chairman Harriman questioned line 01-41302-311 Consultants.

**It was moved by Linda Murray and seconded by Chairman Harriman to move \$7,166.00 from line 01-41302-113 Supervisory Salaries to line 01-41302-311 Consultants. Members voted and being none opposed, the motion passed.**

#### **G. Debt Service**

No Changes.

#### **Other Business**

Mr. Owen stated the new tax rate will be out next week.

**It was moved by Dave Senecal and seconded by Linda Murray to adjourn at 7:45 PM. Members voted and being none opposed, the motion passed.**

Respectfully Submitted,  
Michele Chamberlain