

TOWN OF EPSOM
BUDGET COMMITTEE
DECEMBER 19, 2017

Present: Marylou LaFleur-Keane, Chairman; Dave Fiorentino, Vice Chairman; Gary Kitson, Water District Representative; Joyce Heck; Hugh Curley, Selectmen's Representative; Joni Kitson; Mary Frambach; Penny Graham; Bill Yeaton, School Board Representative

Not in Attendance: Ralph Weeks; Len Gilman; Tony Soltani

Other Attendees: Jay Hickey; Pat Hickey; Nancy Wheeler

Marylou opened the meeting at 6:30 PM.

WELFARE

Pat Hickey noted there were not many changes to her budget. She discussed how she counseled clients to budget their funds, etc. This assists her with less spending of her budget.

Marylou noted that the Electric and Rents were the two lines with the most funds spent. Joni asked if it was the same landlords or different ones that rents were being paid to; Pat noted various landlords.

Gary asked if the clients were concerned with Pat counseling them on how to budget their funds. Pat said not most of them.

ZONING COMPLIANCE OFFICER

Jay noted that several years ago the Selectmen voted to have the Zoning Compliance Officer and the Fire Department check the apartments and update items that are needed.

Jay noted that the Town had received \$9,920.00 in revenue from permits. Jay noted this is his 14th year as Zoning Compliance Officer. Jay noted since he started the revenue has been \$356,547.00.

Jay noted that he would like to increase his hours as things are improving with construction, etc. He would take the money from the mileage line (\$400.00) and increase the budget by \$600.00.

Gary moved to take \$400.00 from mileage line and add to the salary line with an additional \$600.00, Joni seconded the motion.

Gary noted that Jay worked with the ZBA and the number of cases they have heard. Jay discussed some of the cases and new businesses coming to Epsom.

Gary asked about the new condos being built off Route 28 North behind the Century 21 Office; Jay explained what was being constructed.

Jay noted that Kingstown has been moving units out of the floodplain. He noted the units were being moved to the green space that abutted Kings Grant.

Gary also noted that the Water Line will be expanding to the circle. Gary noted that five locations will be offered town water. The Water District has been working with the Economic Development Committee. Gary noted that the elevation of the water tank is such that water could possibly go to the Chichester line on Route 4.

Hugh noted that the Selectmen did cut back the Zoning Compliance Officer's hours in 2015/16 asking if Jay knew the number of hours cut back. Jay did not remember and would have to check it.

Mary asked if the \$1,000.00 is in addition to the \$804.00 the Selectmen put in for a salary increase. Jay indicated he did not know the Board of Selectmen had put the money into the salary line. Dave suggested that the line not be increased.

Marylou called for a vote, the motion failed.

Gary motion to move \$400.00 from the Zoning Compliance Office mileage line to the salary line increasing the salary line to \$41,415.00; Joni seconded the motion. The motion passed with a vote of 5 yes and 4 no's'.

Penny asked if anything was happening with the former Sherwood Inn. Jay noted he had someone call who wants to purchase it to renovate the building.

Town Budget

Hugh noted that the printing and publishing (under Executive/Selectmen's Office) is going up as they have hired a new firm to redo the Website. Joni noted that at a previous Selectmen's meeting they had voted to take the money from the 2017 budget if available.

Hugh also discussed that if they can find the funds they would like to have a video system to broadcast the meetings installed.

Joyce asked about the part-time position, Hugh noted that they decreased the hours for a former full-time position. Gary noted that the office is not open on Saturdays asking if the hours are being redistributed.

Joyce asked about the training and conferences, Joni noted that Nancy was under a

different section and her training, etc. was not included in this line. It was noted the line was increased by over 500%. Hugh will find out why the line has been increased so much.

The title change to the Town Administrator was discussed. Joni asked if it was put out to the public, Hugh said no it was internal. Joyce asked what different duties were done, and if there was a job description. Hugh noted that she attends meetings as the Selectmen's representative.

The minutes of a Selectmen's meeting that were on the internet prior the meeting with motions, who made them and votes, etc. were discussed. Hugh noted that it was a template for minutes that was posted in error.

Gary noted that at last night's Selectmen's meeting someone was told that either the Town Administrator or a Selectman had to attend the new Meetinghouse Committee meetings. Gary understood that was overturned at the Selectmen's meeting.

Further discussion regarding the position occurred.

Gary asked about the funds for the repair of the Town Hall. Hugh noted that Kelly had called the contractor who was to do the work being told he is unable to complete it. The name of another contractor who might be able to complete the work was given; the Selectmen would be contacting this person.

Police Department

Chief Preve discussed the Police Department budget. He noted he left raises and salaries up to the Selectmen. There were some small changes. These included an additional \$300.00 in the County Attorney line. An increase in Computer Support of \$342.00; Equipment Maintenance increased \$1500.00 as some of the equipment is getting old and needs to be replaced.

Vehicle Repair (line 660) has been increased due to labor and parts costs.

Dave questioned if the equipment maintenance line could be reduced next year; Chief Preve discussed that he had many items that will be needing repairs in the future.

Chief Preve noted he reduced the Part-Time Officer line as they have had no luck in hiring for that position.

Line 150 (training) was increased. Chief Preve noted he was looking to do the Alice Program (April 24 – 25, 2018). This is an active shooter course he would like to send the officers to. He noted the Selectmen had MRI review the Department and they suggested going over policies and procedures with the officers. He will begin doing training on Wednesdays with the potential of some trainings at the Police Academy. Costs will include some overtime.

Hugh noted the MRI report was in draft form. He noted that the Police Department Facebook Site and Website need to be updated. Hugh discussed that they were not completely sure of the total costs of changes as they reviewed some of the MRI recommendations.

Dave noted that he wanted to see more training than just shooting. Chief Preve noted they are trying to focus on more training this year.

Chief Preve noted that they average 1,100 calls per month describing what constitutes a call.

Marylou asked if the part-time officer line was staying the same. Chief Preve noted he would like to hire someone. He noted they have 9 hours of mandatory overtime every week for each officer. He noted he has 19 weeks of vacation time to cover this year. Chief Preve discussed that Great Bay College gives the written test for Police Officers. He noted that he sends invitations to apply to the Department to all who pass the test. He noted last week they had 8 respond for the oral boards with 4 showing up. Chief Preve noted that they have had bad luck with some people hired.

Penny asked about training at the school for the students. Chief Preve noted they had a DARE program that was done by a Merrimack County Deputy Sherriff. This year it is not working out time wise for her. Penny asked how the program is funded. Chief Preve noted that people and businesses donate money. The funds go into the Police Association funds. He is trying to work with another Town to have one of their officers do the DARE program at a cost.

Chief Preve discussed the potential participants in the Alice Program. He noted they do work closely with the school.

Dave asked about the Offense Listing Chief Preve presented to the Committee. Not all incidents result in an arrest.

Hugh discussed that one of the MRI recommendations is the Police Department go to a 40-hour week with overtime after 40-hours, not a 43-hour week with overtime after that time. Hugh wanted to put more funds in for building maintenance at the Police Department, i.e. to have a cleaning person come in every two weeks or so; someone to shovel the snow rather than the officers, etc.

It was discussed that if the Department goes to a 40-hour week it would be an additional 18 hours of overtime a week. Chief Preve noted the officers would like to have a 40-hour week.

Marylou noted there were two meetings before the public hearing to have numbers for revising the budget.

Mary noted that the Fire Department has more hours than the Police Department asking how that is determined. Nancy noted that it is a Federal Fair Standards Act. She noted that in 1999 the Board looked at this and took advantage of the Act. She noted that Fire Department has to work 53 hours a week before overtime. Nancy noted that the Selectmen may vote to make the change.

Gary asked when the Selectmen hired MRI did they get their answers concerning why officers do not stay. Gary noted two years ago taxpayers voted to give the officers a raise and then the Selectmen did not give the raises. Gary commends the officers for staying. Joni noted that most town Police Departments work a 40-hour week.

REVENUES

Nancy noted the revenues were similar to what she had presented in September. She noted that the Rooms & Meals Tax will come in December 28. Nancy noted that there were no current use funds this year. The number of building permits has increased. Nancy noted the Boat Fees is what is collected at the Town Office with the Revenues for Boat Tax coming in from McCullum's.

The various revenues were noted. Nancy noted the fees charged by the bank for deposits, etc.

EPSOM VILLAGE DISTRICT

Gary noted the budget increased \$6,800.00 as they rehabbed the well behind the Old Library. They entered into a service agreement for well.

Gary reviewed the budget. The professional fees are for the audit and Underwood Engineering will be completing a rate study fee.

The Water System Maintenance Fund has \$123,666.00 as of November 30, 2017. Penny asked if the income covered all the expenses, Gary noted they are close this year. Gary noted the rates are comparable to other water systems.

Minutes of December 14, 2017

The minutes of December 14, 2017 were reviewed and amended.

Dave motioned to approve the minutes of December 14, 2017 as amended, Hugh seconded the motion. The motion passed.

Bill motioned to adjourn, Dave seconded the motion. The motion passed. Marylou adjourned the meeting at 8:47 PM.

Respectfully submitted,

Betsy Bosiak
Recording Secretary