

Board of Selectmen
Minutes November 20, 2018

Convened at 6:00 pm

Present: Robert Mantegari, Chair
Andrew Artimovich
David Menter
William Faria
Phyllis Thompson

Mantegari called the meeting to order. The board opened the meeting with the Pledge of Allegiance.

The Board met and reviewed payroll, accounts payable and signed the register. The Selectmen reviewed and signed the recreation register.

Jonathan Ellis was in to present the weekly Treasurer's report. Please see last page to view report.

Kip Kaiser, Building Inspector, had the following permits to be signed this week:

- Norman Lynch, 73A Scrabble Road, plumbing: signed by Board
- Gilbert Costa, 39 Forest Lane, finish basement: signed by Board
- John DeYoung, 105 Crawley Falls Road, generator: signed by Board
- William Dunkerly, 313 Rte. 125, electrical: signed by Board.

Kaiser said 374 Rte. 125 water and soil test are satisfactory. There are some plumbing items that need to be resolved by the property owner, and he will not fix them until he is ready to rent the property. The occupancy permit will remain uninhabitable until then.

Thompson made a motion, 2nd by Menter to approve the public minutes of 11/13/2018 as written. All were in favor.

Menter made a motion, 2nd by Artimovich to approve the nonpublic minutes of 11/13/2018 as amended. All were in favor.

Joe Bird was in to request approval to purchase items with funds remaining in his 2018 budget. He would like to purchase 10 sets of turnout gear as NFPA is moving towards having 2 sets of gear per person. Bird would also like to purchase 15 pairs of leather boots as they are more comfortable than the rubber boots and last longer. The department could also use a dead Fred mannequin for training drills. The fobs on the doors are also having difficulty, and Bird would like to replace them with a combination. Everyone would have an individual code to track who was coming and going. Bird is also looking at replacing the projector with a ceiling mounted unit or potentially a smart TV. Thompson asked if Bird had adequate funds in the budget to cover all items. Bird said yes. Thompson made a motion, 2nd by Artimovich to approve the purchase of these items not to exceed \$46,856. All were in favor.

The board reviewed the following budgets. Chief Arcieri was present to discuss the Animal Control and Police Budgets.

Animal Control

Arcieri is requesting to increase the budgeted hours from 6 hours per week to 10 based on the average number of calls for service for the animal control officer (ACO). The civil forfeitures will be capped at 10 hours for the week. The ACO

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will also be responsible for logging all reports into IMC. Uniforms is a new line item and includes 2 sets of uniforms for winter and summer and a jacket. The position is budgeted for \$14 per hour with an increase to \$14.45 after 6 months. Faria said he thought the hours were excessive. Artimovich said based on the actual budget spent, the payroll was on track to be at \$6500 and the request is \$7397. There is \$311 remaining and the position was vacated in August. There is also \$1156 budgeted for 80 hours of training. Mantegari said the increase is not palatable and would like to see it come in \$10K-\$11K. Arcieri said she could make some adjustments but would not concede on any items that would impact safety and if she runs out of money on the payroll, she informed the board that would be the officers covering the calls. Mantegari made a motion, 2nd by Menter to table the ACO budget until December 4th. All were in favor.

Police

Arcieri reviewed a wage study done by the town of Greenland of police departments in Rockingham County. Arcieri is requesting a 3% increase for the officers and 5% for the captain and sergeant to keep the wages competitive. Artimovich said a captain is not a common position in communities our size and said the comparison should be based on the second position in command. Overtime is being requested to increase to 12 hours per week; 1.5 of those hours are required for off duty K9 care. They are a 24/7 operation and if shifts are available they make every effort to fill in with a part timer but sometimes needs to be staffed with a full timer resulting in overtime. They also staff 2 officers during the weekend. Faria said he does not want anyone unsafe. Arcieri said she is also requesting to add a 7th full time officer and reduce part time hours. This would increase safety and quality of service. Artimovich suggested removing the 7th officer and putting that forward in a warrant article. If that passed, it would be the end of 2019 before the part timers could be phased out. Artimovich said he was on board with the merit increases presented and agreed that employees should be compensated fairly for the positions they have. Mantegari asked if the vehicle maintenance budget could be reduced as some of the bills that come through seem unreasonably high. Officer Abele said he has been in charge of fleet maintenance for 3 years. He has priced out labor costs, and they are competitive with other vendors in town. The advantage to the current vendor is their connection with Ford for warranty purposes. The increases in the K9 line is for pet insurance (medical insurance). The board went through the budget line by line and proposed some decreases they would like to see. Artimovich made a motion, 2nd by Faria to table the police budget until December 4th. All were in favor.

Arcieri said Roy and Abele have earned time in excess of the 80 hours that they are allowed to carry into the new year. With staff levels the way they are, they will be unable to take all earned time before the year end. The current policy allows time to be carried up to 80 hours or paid at ½ rate. Artimovich said he did not want to see anyone lose time and suggested paying it at 100%. Clement said not all budgets could support the additional payroll without going over the bottom line, although the total operating budget is in good shape. Mantegari asked how they got to accrue the excessive hours and said employees should be more responsible with managing their time. Clement said there have been a lot of personnel changes and issues over the last 18 months that have interfered with each department's ability to take time out of the office and time is accrued weekly based in hours worked. Butch Whitehouse said the town has an obligation to pay these employees at 100% for a benefit that they have earned as they are not able to take the time due to "stepping up" to fulfill a business need. Faria asked what that cost would be. Clement will put together the numbers for next week.

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Clement updated the board on the legal opinion of the amendment from town meeting to the budget. The amendment to the budget adding \$23,630 only amended the bottom line of budget. Voters cannot amend individual line items in the budget and consequently the amendment did not increase the Highway Budget thereby increasing Wayne Robinson's pay by \$23,630. The amendment only increased the total appropriation under the budget article by \$23,630. Counsel would conclude that it was within the discretion of the Select Board to decide whether to grant a wage adjustment to Wayne Robinson and that wage adjustment was not binding on the Select Board.

Granite State Destroyers rented the fields and have an outstanding balance of \$1140. Clement asked if the board wanted to send this to collections now, wait until next season have them pay in full and pay in advance for use of the fields for the 2019 season, or do nothing. Mantegari made a motion, 2nd by Faria to wait until next season, have them pay this in full and in advance for the 2019 season, and if they do not come back to send to collections then. All were in favor.

Clement said she made an addition error of \$200 on the regional association's budget. Faria made a motion, 2nd by Artimovich to open and approve the regional association's budget of \$15037. All were in favor.

Clement said the budget committee approved the cemetery budget but at a reduced amount of \$11788. Artimovich made a motion, 2nd by Faria to open and approve the cemetery budget of \$11788. The motion carried with Menter abstaining as he is a cemetery trustee.

At 8:00 pm a motion was made by Menter, 2nd by Artimovich to go into nonpublic sessions per RSA 91-A: 3, II (a) to discuss personnel. Mantegari- aye, Artimovich – aye, Menter – aye, Faria-aye, and Thompson – aye. The motion carries.

At 8:21 pm a motion was made by Menter, 2nd by Faria to come out of nonpublic session and seal the minutes. Mantegari- aye, Artimovich – aye, Menter – aye, Faria-aye, and Thompson – aye. The motion carries.

Artimovich made a motion, 2nd by Menter to adjourn the meeting at 8:21pm. All were in favor.

Respectfully submitted,

Karen Clement

WEEKLY TREASURER'S REPORT

DATE:	11/20/2018		
Citizens General Fund:			
Previous Balance:	19,664.10		
Deposits:	937,903.44		
Payroll:	18,661.29	DD: \$15796.53	CK: \$2864.76
FICA:	4,668.76		
to Impact Fees			
A/P: Regular	\$13,477.28		
Non-A/P			
void checks	571.40		
From MMA			
TO MMA	900,000.00		
Account Balance:	21,331.61		
Interest Earned YTD:	37.99		
CD'S	-		
MMA:			
Unrestricted Balance:	2,003,180.54		
Total Invested Funds:	2,003,180.54		
Interest Earned YTD:	21,218.59		