

## Municipal Budget Committee

### Meeting Minutes

November 13, 2007

Corner Meeting House

Chairman Ron Mitchell opened the meeting at 6:30 p.m. Also present were Committee members Ken Ellis, Ken Knowlton, Mark Roberts, Norma Patten, David Morse, Rich Fournier, Gary Flack, Selectman Ron Cormier, Linda Frawley and Albert Akerstrom. Others in attendance were Town Administrator Jeanne Beaudin, Assistant Bookkeeper Denise Rollins, Fire Chief Jim Davis, Deputy Fire Chief Sean McCarty, Water Department Manager David McLelland, Parks & Recreation Director Janet Breton, Welfare Director Donna Cilley and reporters from the Laconia Citizen and the Daily Sun.

Chairman Mitchell called the meeting to order at 6:30 p.m.

#### Minutes

Chairman Mitchell moved to accept the minutes of the November 13, 2007 meeting as written. Mark Roberts made the motion, seconded by Ken Ellis and was passed.

#### Fire Department Budget

Fire Chief Davis gave the members an overview of 2007 thus far. They had an average of 122 calls per month. With this average they project that they will have 1570 calls this year which is 10% more than 2006. After the retirement of Chief Siegel Jim was appointed Chief on May 7. One of his biggest challenges was staffing and personnel issues. The Board of Selectmen appointed Sean McCarty as Deputy in late July and hired two firefighters to fill the vacancies. He said the department is fully staffed at this time. They redefined their training goals and reestablished a training committee.

The Department has stayed active with CPR and First Aid instruction in the schools and with other community organizations.

They had several structure fires the most recent one at Bestway. The status of their fleet is good and the preventive maintenance program is working well. They have tried to be proactive and not reactive.

They have been working to update their database for every business in town which is an ongoing process. This includes contact numbers and layouts of the buildings.

Chief Davis gave an overview of the increases and decreases of his budget items. The Station Coverage line was over expended due to some unavoidable situations. The Telephone, Protective Equipment, Dry Hydrant Maintenance, Uniform Cleaning and Vehicle Repair and Parts lines have all decreased for 2008. The Conference and Dues line has been increased for 2008.

Chief Davis supplied the members with an incident data sheet. It showed the number of incidents and incident types that they were called out on. It also showed the number of mutual aid calls they made to surrounding towns.

Ken Knowlton moved budget items 01-4220-105 to 01-4220-107, seconded by Ken Ellis.

Linda Frawley asked Chief Davis to explain the Training Pay line. He said it's used for training call company employees.

With no further discussion Chairman Mitchell called for a vote; the vote was unanimous in favor, the motion passed.

Ken Knowlton moved budget items 01-4220-120 to 01-4220-125, seconded by Mark Roberts.

Linda Frawley asked what Special Duty Pay covered. Chief Davis said that it's used when they work at the Nascar events. They receive \$25 an hour. She asked why there is such a difference with what the police receive for special duty. Town Administrator Beaudin said they will be looking into increase their rates.

With no further discussion Chairman Mitchell called for a vote; the vote was unanimous in favor, the motion passed.

Ken Knowlton moved budget items 01-4220-175 to 01-4220-505, seconded by Norma Patten.

Chief Davis explained that the Training Expenses line is for any classes they attend outside of the department. Linda Frawley asked if the training leads to certification or continuing ed. Chief Davis said yes. He makes sure that it is equitable that everyone gets a chance to attend a training class. Linda Frawley said it would be useful if Chief Davis could provide any kind of detail of their academic training and outcome.

With no further discussion Chairman Mitchell called for a vote; the vote was unanimous in favor, the motion passed.

Ken Knowlton moved budget items 01-4220-707 to 01-4220-999, seconded by Mark Roberts.

With no further discussion Chairman Mitchell called for a vote; the vote was unanimous in favor, the motion passed.

#### Fire Department Capital Requests

Ken Knowlton moved budget item 01-4902-001, seconded by Linda Frawley.

Chief Davis has included in his capital request \$200,000 to purchase a used ladder truck. He has been doing some research and found one for sale in Alabama. The members passed around a picture of it. It has a new paint job, new lights and certified pump. There will be a 5 year warranty on the drive train. It is all aluminum and has a 95 foot ladder.

Selectman Cormier said this would be a much better value than buying a new one. It would be purchased with the Comstar funds. There is approximately \$513,000 in that fund as of the end of September.

David Morse asked if this would replace any pumpers. Chief Davis said no. David Morse asked what the purpose would be to purchase the ladder truck if Laconia can be called out with theirs. Chief Davis said it's the response time. The sooner they can have a ladder truck to the fire the better the outcome.

With no further discussion Chairman Mitchell called for a vote; the vote passed. David Morse was opposed.

Ken Knowlton moved budget item 01-4902-009, seconded by Norma Patten.

Chief Davis would like to replace Ambulance #3. He has requested \$150,000 to do this. The mileage on the one to replace is 30,000 with approximately 3,000 hours use. It was bought in 1999 and it's not in good structural shape. It's hard to get parts for it.

With no further discussion Chairman Mitchell called for a vote; the vote was unanimous in favor, the motion passed.

#### Health Agencies

Ken Knowlton moved budget items 01-4415-330 to 01-4415-337, seconded by Ken Ellis.

With no further discussion Chairman Mitchell called for a vote; the vote was unanimous in favor, the motion passed.

Ken Knowlton moved budget item 01-4415-339, seconded by Ken Ellis.

Chairman Mitchell told the members that the Board of Selectmen had zeroed out the Youth Services Bureau budget item. Selectman Cormier said that he discussed the program with Police Chief Baiocchetti. With the school resource officers they have been able to handle the situations in house. He said since the police department wasn't utilizing them he felt it was an excessive amount in comparison to other agencies. He looked at how many of those in Belmont were being served and what the cost for each was.

Ken Knowlton asked how many children from Belmont were using the program. YSB Director Alicia Ouellette said that there were 3 in 2006. In the last 6 years there were 45 total.

Linda Frawley noted that Belmont was one of the communities along with Laconia to help fund this program.

K. Knowlton asked what the average cost was for each student. Ms. Ouellette said it was \$2,000.

After much discussion Ken Knowlton made an amendment that the Committee fund Youth Services Bureau \$6,000. This would reflect \$2,000 for each child that was referred into the program in 2006. Chairman Mitchell said that if there are more referred this year then they can adjust the amount next year.

Linda Frawley asked if this would restrict the usage to 3 of the number of students that could be referred. Ms. Ouellette said that they don't turn anyone away.

Ken Knowlton made a motion to fund Youth Services Bureau \$6,000, seconded by Gary Flack.

With no further discussion Chairman Mitchell called for a vote; the vote passed. Linda Frawley was opposed.

Ken Knowlton moved budget items 01-4415-340 to 01-4415-342, seconded by Norma Patten.

With no further discussion Chairman Mitchell called for a vote; the vote was unanimous in favor, the motion passed.

#### Water Department Budget

David McLelland gave an overview of the water department for this year. He said that the water quality has been met with no violations. A sanitary survey was done by the state. They have replaced pipe on Route 3 and installed a 12 inch stub at the foot of Ladd Hill Road. A new propane emergency generator has been installed which can

provide electricity for 2 wells at the same time if there's a power outage. He has replaced and repaired 62 water meters in town with a total of 143 in the last two years. Well #3 should be online in 2008. Hydrant flushing has been successful. The system is in good shape for its age. He is working on a master plan for the future to replace old water mains and hydrants. There were 26 water line breaks in 2007.

Ken Knowlton moved budget items 02-4311-102 to 02-4311-624, seconded by Ken Ellis.

With no further discussion Chairman Mitchell called for a vote; the vote was unanimous in favor, the motion passed.

Ken Knowlton moved budget item 02-4311-665, seconded by Mark Roberts.

Town Administrator Beaudin told the members that this budget item represents the money for Route 3 and the new well combined.

With no further discussion Chairman Mitchell called for a vote; the vote was unanimous in favor, the motion passed.

Ken Knowlton moved budget items 02-4311-701 to 02-4311-710, seconded by Mark Roberts.

With no further discussion Chairman Mitchell called for a vote; the vote was unanimous in favor, the motion passed.

Ken Knowlton moved budget item 02-4311-999, seconded by Mark Roberts.

With no further discussion Chairman Mitchell called for a vote; the vote was unanimous in favor, the motion passed.

Ken Knowlton moved budget item 01-4915-501, seconded by Ken Ellis.

With no further discussion Chairman Mitchell called for a vote; the vote was unanimous in favor, the motion passed.

#### Parks & Recreation Budget

Janet Breton told the members about some of the programs that were offered by the Parks and Recreation department in 2007. They include swim lessons, adult softball, open gym, summer camp and volleyball. The summer camp was extended to 5 weeks this year. Two weeks were at capacity with 40 kids and the weeks were close to full. She would like to increase the summer camp program to 8 weeks in 2008. It is a paid program and is partially funded by the town.

She would like to hire a Program Coordinator in response to the recreation committee wanting more programs. This position would be 10-20 hours a week and would run all the programs.

She would also like to hire an assistant for the Summer Camp Director. This position would keep the Director from working any overtime.

She has created new budget lines for Postage and Phone. They had been previously taken out of the Office Supplies line.

The Equipment, Maintenance & Repairs and Ground Improvements budget lines have been decreased.

Ken Knowlton moved budget items 01-4520-103 to 01-4520-719, seconded by Mark Roberts.

With no further discussion Chairman Mitchell called for a vote; the vote was unanimous in favor, the motion passed.

#### Town Beach

David Morse moved budget items 01-4521-101 to 01-4521-505, seconded by Norma Patten.

With no further discussion Chairman Mitchell called for a vote; the vote was unanimous in favor, the motion passed.

#### General Assistance

Donna Cilley told the members that she has not exceeded the bottom line yet. She has been able to find a lot of resources for medications which has kept the medical line within budget.

Ken Knowlton moved budget items 01-4441-210 to 01-4441-290 seconded by Mark Roberts.

With no further discussion Chairman Mitchell called for a vote; the vote was unanimous in favor, the motion passed.

Ken Knowlton moved budget items 01-4441-210 to 01-4441-290 seconded by Mark Roberts.

With no further discussion Chairman Mitchell called for a vote; the vote was unanimous in favor, the motion passed.

Ken Knowlton moved budget items 01-4441-430 to 01-4441-441 seconded by Mark Roberts.

Town Administrator Beaudin said the revenues from reimbursements to date in 2007 are \$12,828.

With no further discussion Chairman Mitchell called for a vote; the vote was unanimous in favor, the motion passed.

Next Meeting Date

The Committee will meet Tuesday, November 27, at 6:30 p.m. at the Corner Meeting House.

Adjournment

Chairman Mitchell requested a motion to adjourn at 9:10 p.m. Gary Flack made the motion, seconded by Ken Knowlton and passed unanimously.

Approved:

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Chairman Ronald Mitchell

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Gary Flack

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Ronald Cormier, Selectman

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Ken Ellis

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Kenneth Knowlton

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Albert Akerstrom

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Norma Patten

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Linda Frawley

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David Morse

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Mark Roberts

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Rich Fournier

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Submitted by:  
Denise Rollins

Date: \_\_\_\_\_

