

MINUTES
SELECT BOARD
TOWN OF PETERBOROUGH
Tuesday, December 14, 2010 – 6:00pm
1 Grove Street, Peterborough, New Hampshire

Present: Joe Byk, Barbara Miller, Elizabeth Thomas

Also Present: Pamela Brenner, Rodney Bartlett, Nancie Vaihinger, Leo Smith, Chief Scott Guinard, Chief Joseph Lenox III, Nicole MacStay

Chair Byk called the meeting to order at 6:03pm.

New Hampshire Representatives John Coffey, Bruce Marcus and James Parison

Chair Byk began by saying that Peterborough has an entirely delegation. In the past the Republicans have wanted to cut spending, which has meant that towns lost revenue sharing from the state. Peterborough lost about \$300,000 in revenue sharing, roughly 6% of the budget and there was a strong possibility of not getting Meals and Rooms He asked what their strategy regarding the budget will be. **Ms. Miller** added that the Board is concerned about Meals and Rooms revenue. **Rep. Coffey** said that he shares the Board's concerns having been a selectman for eight terms. However, he is a new representative and doesn't have a quick fix. **Rep. Coffey** then compared Peterborough's situation regarding school funding, state revenues and the effect on the property tax with that of New Ipswich. There was further discussion about revenues, state downshifting and a constitutional amendment regarding education funding. The Board expressed its concern about the meals and rooms distribution to communities. **Ms. Brenner** asked the delegation to review former Representative Peterson's homestead exemption plan. There followed an extended discussion about the retirement system and potential reforms. The Board thanked the representatives for taking the time to attend the meeting and listen to their concerns.

Union Contract Extension

Ms. Brenner said that she was pleased to announce that she and Mr. Bartlett worked with the teamsters and agreed to a two-year contract extension with no changes. The Union approached herself and Mr. Bartlett, and said that they understood current economic conditions, and made no requests for changes in salaries. There was only one minor change made so that long term employees vacations. She applauded the Department of Public Works employees for being such team players, and said that she had never seen anything like that before.

Motion:

Chair Byk made a motion to approve the contract extension; **Ms. Miller** seconded.

Vote:

Chair Byk, Ms. Miller and **Ms. Thomas** voted in favor of the motion; the motion carried.

Consent Agenda

Ms. Thomas asked if there was anything the Board could do to help the Town Clerk's office get the ability to register boats. **Ms. Brenner** said that she suggested that Ms. Guyette write the letter Ms. Thomas was referring to, and said that if she wasn't successful, then they would communicate with Peterborough's state delegation.

Ms. Brenner presented the Board with documents relating to the Wheeler, Babine and Lowe conservation easement.

Ms. Miller said that at the prior night's Planning Board Meeting it was decided to go forward with the wetlands ordinance, and begin holding public hearings. She said that they also agreed to have a roundtable of developers, and would be working to provide an educational element to the hearings. Chair Byk suggested that the Economic Development Authority be invited as well.

As there was no further business before the Board, **Chair Byk** made a motion to adjourn; **Ms. Thomas** seconded; all in favor, the Select Board adjourned their meeting at 6:47pm.

Joint Select Board and Budget Committee Meeting

At 7:00pm **Chair Kemp** opened the meeting and introduced **Susy Mansfield, Donald Parkhurst, Leslie Lewis, Roland Patten and Bertha Harris.**

Capital Improvements Plan

Leo Smith, Chair of the Capital Improvements Plan (CIP) Committee made the presentation of the recommendations for the Fiscal Year 2012 budget. He began by thanking the department heads who presented this year and did a good job collecting information and explaining their proposed projects. In terms of the FY 2012 recommendations, the CIP is recommending a CIP program of \$1.051 million, down 9% from the previous year. **Mr. Smith** then reviewed the executive summary and recommendations for each department:

- Office of Community Development
 - Create a Capital Reserve for the GIS mapping system with an anticipated expenditure in FY 2015 to keep up the mapping system, most of which has not been updated since 2005
 - Open Space Committee request for \$5,000 for land acquisition
- Fire and Rescue
 - \$19,000 for the lease purchase of a new fire truck
 - \$60,000 for renovating the department parking lot and the adjacent municipal lot to make it more practical and functional
- Information Management Systems
 - Continue funding the technology plan that is currently in place
- Library
 - No appropriation; the circulation desk proposal has been moved out to 2014
- Police Department
 - \$84,000 in total which includes replacement of cruisers and building repairs
- Recreation Department
 - \$25,000 to create a capital reserve for athletic fields
- Public Works
 - Main Street Bridge - \$4 million
 - \$450,000 roadwork
 - \$75,000 for North Dam and Public Works Complex
 - \$185,000 Fleet Management

There was some discussion regarding the individual items. **Chair Byk** thanked **Mr. Smith** for his and the Committee's hard work.

Ms. Brenner said that it has been decided that although the Town is spending over \$120,000 on dispatching services annually, in the hopes of finding some grant funding and work on staffing, the plan to create an in house dispatching center has been moved out one more year. **Chair Byk** asked how many more people were needed. **Chief Guinard** responded that they would need one more full time person and perhaps six part time people to cover 24/7 shifts and vacations. In addition there are also the one-time costs to get everything up and running, but within a year or two the town would break even. **Ms. Brenner** added that there have been difficulties getting adequate response from KMA during large emergencies. **Chief Lenox** said that KMA handles dispatching for 80 communities and 21 ambulance services, which has meant that during large storm events the town has set up their own dispatch to handle the influx of calls.

Chair Kemp asked **Ms. Brenner** to review the cover letter. She said that she has asked the directors to come up with a flat budget, however she is not seeing that. As **Mr. Smith** previously stated, the CIP is down 9%, however the first budgets to come in are having issues with retirement, health insurance and fossil fuel costs going up.

Police Department Proposed Budget

	FY2011	FY 2012	% Inc. or Dec.
Net Operating	\$1,210,377	\$1,250,248	3.3%
Net Capital	\$38,000	\$70,000	84.2%
To be raised through taxation	\$1,248,377	\$1,320,248	5.8%

Chief Guinard reviewed the Police Department budget, highlighting the increase in salaries (0.8%) due to the adjustments made in October as planned. Health insurance is up 8%, and Worker's Compensation is up 70%. **Ms. Vaihinger** explained that the Town has changed workers compensation insurance providers to Primex; they code the premiums differently which has impacted the Police Department's budget negatively, however across the board the premiums have dropped. **Chief Guinard** went on to say that there are also increases in the uniforms, vehicle maintenance and labor, parts and supplies. There is an additional \$15,000 in the vehicles line for the purchase of a used four-wheel drive vehicle. Dispatch, gasoline and building supplies have all gone down.

Chair Byk asked how the pellet furnace is working out. **Chief Guinard** said that it is working well; the heating oil bill for the first two weeks of December was \$2.82. Mark Froling is able to monitor its performance from his office. **Ms. Mansfield** asked if the Town still has the support of the School Board for the School Resource Officer (SRO). **Ms. Brenner** said that there is a proposal for them to consider in which they would fund approximately 70% of the cost, and the Town's cost would be \$17,000 to \$18,000 a year. **Ms. Mansfield** asked if that was in the budget. **Chief Guinard** said that it is not. **Ms. Brenner** said that if the School District chooses to create and fund the position then she will return to add the cost into the budget.

Fire Department Proposed Budget

	FY 2011	FY 2012	% Inc. or Dec.
Net Operating	\$480,157	\$484,589	0.9%
Net Capital	0	\$60,000	100%
To be raised through taxation	\$480,157	\$544,589	13.4%

Chief Lenox began by saying that the budget came in nearly flat; dispatch went up about 8%, and other professional services was increased for the management of the trust fund, vehicle repair and

maintenance also increased. All other lines stayed flat or went down. **Chair Kemp** asked what is included in the Special Services revenue line. **Chief Lenox** explained that those are special details at the school or when they go to Keene for the Pumpkin Fest.

Chief Lenox then presented the Select Board and Budget Committee with plans to reconfigure and improve the parking lot at the Fire Station. Ms. Harris asked who would be doing the work; **Chief Lenox** said that it would be partially completed by the town and partially by a contractor. **Ms. Brenner** said that everyone is very excited about this project. The hope is that with the public parking moved to the front of the lot, business owners will ask their employees to park there and open other parking spaces to business patrons. **Ms. Miller** said that it is a great idea and a good investment.

Ambulance Proposed Budget

	FY 2011	FY 2012	% Inc. or Dec.
Net Operating	0	0	0%
Net Capital	NA	NA	NA
To be raised through taxation	0	0	0%

Chief Lenox explained that there have been small increases in the Ambulance budget, which went up 3.75%. Building repair and maintenance went up \$1,000, and equipment repair went up \$1,500. He explained that the older ambulance is about eight years old, and it needs more frequent repairs. He also noted that the cost of diesel and medical supplies have also gone up. **Mr. Patten** asked about the change in Workers Compensation Insurance; **Chief Lenox** explained that it went down in the Ambulance budget and up in the Fire budget. If the members are firefighters then they are charged to the Fire Department budget, and if they are only EMTs then they are charged to the Ambulance budget.

Ms. Lewis asked why there was an increase in the overtime line. **Chief Lenox** explained that they have been doing more Advanced Life Support calls, and Laura Norton, who is the primary paramedic, also works at the Town House. There was an extended discussion regarding hardship requests, small claims payments and transfers.

Tax Supported Ambulance Proposed Budget

	FY 2011	FY 2012	% Inc. or Dec.
Net Operating	\$59,521	91,368	53.5%
Net Capital	0	0	NA
To be raised through taxation	\$59,521	\$91,368	53.5%

Chair Kemp explained that this shows Peterborough's share of the shortfall. **Ms. Brenner** explained that the Town is no longer receiving reimbursements from the other towns for the purchase of the ambulance which Peterborough bought outright five years ago. **Chief Lenox** said that the town receives a good service for that money.

Emergency Management

	FY 2011	FY 2012	% Inc. or Dec.
Net Operating	\$20,285	\$20,551	1.3%
Net Capital	0	0	NA
To be raised through taxation	\$20,285	\$20,551	1.3%

Chief Lenox explained that the 1.3% increase is due to increases in Workers Compensation Insurance and Health Insurance.

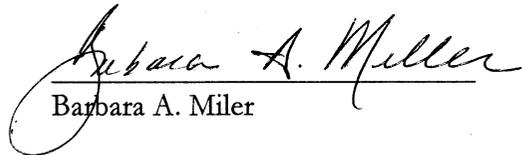
As there was no further business, **Chair Kemp** adjourned the meeting at 8:03pm.

Respectfully Submitted,
Nicole MacStay, Assistant to the Town Administrator

PETERBOROUGH
SELECT BOARD:



Joe Byk, Chair



Barbara A. Miler



Elizabeth M. Thomas

ACTION ITEM PENDING LIST

1.

