

1
2
3
4
5
6
7
8
9
10

APPROVED
TOWN OF PELHAM
BOARD OF SELECTMEN - MEETING MINUTES
August 28, 2018
APPROVED – September 4, 2018

11
12
13
14
15
16
17
18
19
20
21
22
23
24
25
26
27
28
29
30
31
32
33
34
35
36
37
38
39
40
41
42
43
44
45
46
47

CALL TO ORDER - approximately 6:30PM

PRESENT: Mr. Hal Lynde, Mr. William McDevitt (via conference telephone), Ms. Amy Spencer, Ms. Heather Forde, Town Administrator Brian McCarthy

ABSENT: Mr. Doug Viger

PLEDGE OF ALLEGIANCE

MINUTES REVIEW

August 21, 2018 – Deferred to the next meeting.

OPEN FORUM

No one came forward.

APPOINTMENTS

2019 Budget Review

Finance Director Dan Ramgopaul was present for any questions.

Mr. Lynde stated the Board would review the submitted budgets and see if they needed any additional information. They will vote at their next meeting to either accept, or modify and accept, the proposed budgets.

The Board reviewed the proposed budgets.

Town Clerk/Tax Collector – no questions/concerns

Elections – no questions/concerns

Assessor – Assessing Assistant Susan Snide came forward and explained to the Board that the primary increase was due to upgrading their computer software. The old software was glitching and no longer supported.

Senior Center – Hobbs Community Center Director Sara Landry requested additional money in the expense line for a bi-annual whole-Town mailing. She estimated \$800-\$1,000. Ms. Spencer understood there would be two town-wide mailings each year.

Mr. McDevitt reviewed the Director's salary line and said he recalled there was a request for an increase above what the line was showing. He noted backup information had been submitted. He wanted to

BOARD OF SELECTMEN MEETING/August 28, 2018

48 know if the figure in the budget was contractual. Mr. McCarthy replied one portion of the salary was
49 from January through March, there was another salary line that went from April through December.
50 Mr. McDevitt asked for the requested salary for 2019. Mr. Ramgopaul stated \$59,426. The increase
51 will be realized (if approved) for nine months of the year beginning in April 2019.

52
53 Mr. McDevitt saw there was \$100 for equipment repair of the refrigerator/freezer and recalled
54 informing the Director if it was possible they would try to get a replacement this year. Mr. McCarthy
55 replied he was working on doing so.

56
57 Cable – no questions/concerns.

58
59 Cemetery – Selectmen didn't address. The Cemetery Trustees oversee the budget.

60
61 Conservation Commission – Mr. McDevitt recalled there were some issues with the different rates for
62 the recording secretary. Mr. McCarthy recalled the salaries (with the various boards) had been made
63 one rate. He noted further that the recording secretary is paid under the Selectmen's budget.

64
65 Library – Selectmen didn't address. The Library Trustees oversee the budget.

66
67 Parks & Recreation – Mr. McDevitt questioned the increase for waterfront. Mr. McCarthy read aloud
68 a statement submitted by the Director of Parks & Recreation. The lifeguards had an increase based on
69 a salary comparison of surrounding towns.

70
71 Planning Department – Mr. McDevitt asked for further information regarding the inspector's salary
72 increases. Mr. Lynde spoke about the fact that the Selectmen had discussed (during the budget review
73 for 2018) and decided the increase for the inspectors (building, electric, plumbing) should be split over
74 three years beginning in 2018. He understood that Mr. Gowan was requesting to have the remaining
75 increases be consolidated for inclusion in the 2019 budget. Mr. Lynde felt the Board had already made
76 a decision at the time of the 2018 budget approval and should 'stick with it'. The breakdown for
77 increases was 2018=45% increase, 2019=35%, 2020=20%. Planning Director Jeff Gowan came
78 forward. He understood that the Selectmen's vote (for the 2018 budget) didn't extend into the 2019
79 budget. Mr. Lynde stated that was correct, but they could choose whether or not to keep the
80 recommended path. Mr. Gowan also understood that fact but wanted the Board to understand that
81 Pelham was the lowest paying town in the region for inspectors. He added that they were busier than
82 they had ever been. He discussed the value of the inspectors which were seasoned professionals with
83 decades of experience. He told the Board he was fighting for fair compensation. Ms. Spencer respected
84 Mr. Gowan's position and the inspectors; however, she stood behind the Board's decision.

85
86 Mr. Lynde questioned if the inspectors received reinspection fees added to their salaries. Mr. Gowan
87 explained in the past the inspectors were paid directly for reinspection fees. Mr. McCarthy stated the
88 reinspection fees were paid through the Selectmen's office. Mr. Gowan replied the total for
89 reinspection fees in 2017 was \$6,000. He said he was trying to increase the three inspectors to a total
90 of \$67,887 between them. Mr. Lynde thanked Mr. Gowan and said the Board would be voting at their
91 next meeting.

92
93 Police – Ms. Spencer understood there had been some discussion regarding the request for a second
94 school resource officer ('SRO') and wanted to know if there was an update. Police Chief Joseph Roark
95 replied they had internal discussions and recalled the Board suggesting the department take an overview
96 in terms of resources and reorganize to create the position. They have looked at everything and may
97 target the animal control division. He noted if that's the route they would be lowering a level of service.
98 They will have to determine if its appropriate or if they should wait to present a second SRO at a better

BOARD OF SELECTMEN MEETING/August 28, 2018

time. Chief Roark stated it was very important to have a second SRO and at the same time maintaining a level of service was also important.

Mr. Lynde felt the SRO was valuable and suggested possibly removing it from the budget and place it on the ballot as a warrant article. He understood citizens were asking for the position. Mr. McCarthy suggested placing the position in the operating budget. The Budget Committee amended their Bylaws to allow positions to go into the budget without a warrant article if it met a certain criterion. He believed if a warrant article was now introduced it would confuse the process. He felt having a second SRO was a worthy position that the Town needed, and the citizens were asking for it. Ms. Spencer agreed with Mr. McCarthy's suggested process. She said it was quite an effort to get that process in place. She hadn't decided if she would be in favor of including it in the budget but was inclined to see what the Budget Committee felt. She noted the whole budget was subject to Town approval.

Mr. McDevitt didn't want the question to get turned around to whether they needed an SRO. He was against a warrant article, although he felt it would pass overwhelmingly. He wanted to know the Police Department surplus figure for the end of 2017. Chief Roark replied it was typically around \$100,000. Mr. Ramgopaul provided a spreadsheet that showed the 2017 Police surplus was \$96,849.

Highway Department / Transfer Station – Highway Road Agent Frank Ferreira told the Board that the Highway over time rate was corrected.

Mr. McDevitt questioned the increase for brush removal. Mr. Ferreira replied there had been a contractual increase in hauling fees.

Fire Department – Mr. McDevitt confirmed that the salary increases were all contractual. Fire Chief James Midgley answered yes.

Town Buildings – Mr. McCarthy pointed out that the figures for electric and heat had been updated. There was a \$25,000 savings for heat and \$15,000 savings for electricity. The savings was realized through work with the Nashua Regional Planning Commission and taking advantage of energy savings programs through Liberty Utilities. Mr. McDevitt confirmed that the budget was showing a decrease of \$110,000 from last year with the listed projects included. Mr. McCarthy answered yes.

Selectmen – There were no questions.

Town Insurance – There were no questions.

Retirement – There were no questions.

Budget Committee – There were no questions.

Debt Service – There were no questions.

Health Services – Mr. McDevitt wanted to know if each of the non-profit organizations had submitted requests. Mr. Lynde noted that the \$10,000 designated for Hope for New Hampshire Recovery was set aside to arrange for people needing treatment for substance abuse. Ms. Spencer suggested keeping the funds in the budget, but re-naming the budget line. The recommendation was to rename the budget line 'substance abuse issues'. There was no objection.

Health Officer – There were no questions.

BOARD OF SELECTMEN MEETING/August 28, 2018

Human Services – There were no questions.

Legal – Ms. Spencer asked if the budget allocation was consistent with the agreement with Attorney John Ratigan. Mr. McCarthy answered yes; he noted the additional money was because of the cost associated with Upton & Hatfield (union negotiations).

Town Celebrations – There were no questions.

Treasurer – Ms. Spencer wanted the residents to know how lucky the Town is to have the current treasurer (Charlene Takesian); she is worth a lot more than what she is paid for services.

Trust Funds – There were no questions.

Mr. Lynde provided a summary breakdown of the 2019 budget and comparison to the 2018 budget.

TOWN ADMINISTRATOR / SELECTMEN REPORTS

Ms. Spencer wished students and teachers the best year. Mr. Lynde spoke about the elementary school meet and greet and noted it was difficult to find a parking space.

Mr. McCarthy provided the Board with an update of the boiler project. He also provided an update of the HVAC project in the municipal building.

ADJOURNMENT

MOTION: (Forde/Spencer) To adjourn the meeting.

VOTE: (4-0-0) The motion carried.

The meeting was adjourned at approximately 7:43pm.

Respectfully submitted,
Charity A. Landry
Recording Secretary