

APPROVED

TOWN OF PELHAM
BUDGET COMMITTEE – MEETING MINUTES
Thursday, September 22, 2022

CALL TO ORDER – Ms. Bressette opened the meeting at approximately 6:45 PM.

PLEDGE OF ALLEGIANCE

Ms. Bressette called attendance:

PRESENT: Meg Bressette
Jason Croteau
Philip Haberlen
Eduardo Martony
Garret Abare
Greg Smith
Debbie Ryan
Megan Larson
Paul Grant
Bob Sherman
Ellen Cormier

ABSENT: (None)

MINUTES REVIEW:

There were no changes to the September 15, 2022 meeting minutes.

MOTION: (Mr. Sherman/Mr. Martony) To place the September 15, 2022, meeting minutes on file.

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

Ms. Bressette said she is going to table the vote on the amended by-laws until next week. She said she sent them to Attorney Rattigan for review yesterday.

REVIEW OF BUDGETS

CIP

Mr. Sam Thomas introduced himself as the chair of the CIP. Ms. Danielle Masse-Quinn introduced herself as being on the CIP subcommittee. Mr. Jim Bergeron introduced himself as being on the CIP subcommittee. Mr. Thomas said they have prepared a PowerPoint presentation for the proposals to the budget committee. Mr. Thomas said they've already gotten approval from the Planning Board and the Selectmen. He said the CIP committee is an advisory committee that is part of the Planning Board, and the function is to address what capital improvement programs are facing Pelham. He said Ms. Beauregard sends a form out in May asking what capital improvement plans each department wants to include for the upcoming years. He said it is a 5–7-year program. This is under a RSA and the criteria is that it is a \$75,000.00 improvement with a 3-to-7-year time period. He said this starts in July and they had four meetings this year in June. After

July they went before the boards. He said the members are Mr. Beauregard, Ms. Masse-Quinn, Mr. Bergeron, Mr. Sherman, Mr. Lynde, Mr. Smith, Mr. Cote and himself. He said they review the documents that each department gives to them. He said the CIP decides on each by their priority as recommended by the CIP members. The CIP looks at the timeframes, costs, justifications and their reasoning. He said the document is then sent to the NRPC and they prepare a report, which everyone on this board has.

He said they are ranked by their priority. The top priorities are considered urgent.

The most urgent project is the police radio system for \$520,000.00. That system is fragile at this time. They have met with the police chief and fire chief to gain an understanding of this priority. He said last year the fire department upgraded their system.

The other urgent project is the compactor at the transfer station. The other one was the highway dump truck, but they may decide to take that off the urgent priority, as that was his understanding from the Board of Selectmen.

Another on the list for necessary projects was the library renovations for \$72,000.00. That is under a capital reserve.

The transfer station is still a debatable issue. The fire engine replacement number 3 is a necessary project for \$720,000.00 in 2026.

There is the Main Street sidewalk expansion and that is necessary for \$190,000.00 because to do the bridge with the DOT, that is a requirement.

The police department remodel and expansion is for \$82,000.00 for 2023. This is for more storage and exercise room.

The highway dump truck for \$274,000.00 for 2024. The catch basin replacement for \$318,000.00 and that is necessary.

The next one is committed projects and the library renovations with is under a capital appropriation and the fire department ambulance are both capital reserve projects. The total for the library is \$184,000.00.

The following are necessary but require more research: animal control shelter. There are discussions as to where this will be placed. He said this will be moved to 2024 and \$10,000.00 will be added to the police department operating budget for design purposes only.

The transfer station rock body dump truck needs research.

The 2010 dump truck replacement for \$274,000.00.

At the bottom on the spreadsheet there are phase II and III, air conditioning for classrooms and gyms. This is necessary but needs more research.

There is a capital reserve proposal, which he said has never been discussed. He said when you decide to do a project such as the fire engine. That is a loan that gets paid back with interest. He said the committee came up with, with a reserve put against that and that is allowed under a RSA, that would benefit you in terms of a cash flow. He said they are putting forward that concept to this board. He gave an example of how Mr. Bergeron talked about when we buy land, then where are the funds to be able to maintain and upgrade it? He said they identified the capital reserve for the ambulance and the library. He said this is outside of the CIP, but they want to promote this financial concept.

He said the committee spends a lot of time putting this together and they never get any feedback. He said they could be more of a value to this committee if they started working together sooner in the process.

He said the most important again is the police radio system and the transfer station compactor and dump truck and then the capital reserve implementation versus bonds.

He said they developed a life cycle expectation for vehicles, and he will send that to whoever wants to see it. He said this is a financial tool that can be used. He has asked Ms. Beauregard to start collecting a database of each department's vehicles and they can start working on this for next year. He said this is only a concept. He said they had a great interactive committee this year and talked about capital reserve.

Ms. Bressette asked what the number was for the trash compactor replacement? Mr. Thomas said it is \$88,500.00 for 2023 and that is urgent.

Mr. Abare asked how many quotes they got on the police radio system? Mr. Sherman said that would be in the police department's budget.

Chief Perriello said at this point they are contracted through Two Way and all of the components are through Motorola and the quote was through Motorola. They need to replace the internal components that have been there since 2003. She said they have used money over the past few years to replace some of the components and they are now at the end of life for the internal components. To make everything compatible, they are still with Motorola. She is working with Chief Midgley with another possible company to work with, but at this time, they are not doing that.

Mr. Abare asked what the warranties are for these? Chief Perriello didn't know that answer but will reach out to Chief Midgley.

Ms. Masse-Quinn said they didn't receive any submission from the cemetery or for the senior center.

Mr. Thomas said the senior center did submit a proposal, but he said they didn't put any quotes for that and said that was farfetched. He said they told them to come back next year. One was for the roof, and they had it inspected and the inspector said it had about 5–10-year life to it.

Ms. Larson said she did not see a school board representative on the CIP? Ms. Larson said when she was part of the CIP, she attended meetings so she could speak to the projects. She said she saw that all of the school projects said they 'need more information'. She said Ms. Mahoney submitted all of the documentation to Ms. Beauregard, but she asked that next year they can make sure their school board representative is invited to these meetings? Mr. Thomas said they submitted their documentation but didn't attend the meetings. Ms. Larson said there is a representative and that is not the business administrator. It would be a designated board member, but she's not sure how it fell off, but to please make sure there is someone next year.

Ms. Masse-Quinn said next year they will make that request. Ms. Larson just wanted to make sure the school board provided whatever they need.

Mr. Sherman asked about their vehicle history and had they already asked the department chair to submit information and had they also included the school department? Mr. Thomas said not at this point. He said the departments have been asked to provide a list of their vehicles, purchase date and turn in date. He was going to put that on a spreadsheet and send that to the chair.

Mr. Sherman asked if this committee allowed them a CIP project, then are there funds from the Planning department that could be put into this fund? Mr. Thomas said he had no idea, and he would have to ask Ms. Beauregard that question.

Mr. Martony asked if these numbers were refreshed every year? Mr. Thomas said yes, and each department fills out this information every year with updated quotes.

Mr. Thomas said next year they are going to start the process two months early to avoid confusion.

Ms. Larson said in the past the timeline has been very short and there usually is only a two-week due date. She said it is difficult to do that. Mr. Thomas said they are going to start in April.

Ms. Ryan asked if the collaborations have begun on the proposals? Mr. Thomas said last year when they selected their projects, he asked that they let them know. Ms. Ryan said it is all public information. Mr. Thomas sees the benefit would be that there would be more involvement with decision making. Ms. Ryan liked the idea of collaboration and she asked how these relate to RSA's and what we are legally allowed to do. Ms. Ryan asked Ms. Bressette if we should put things on our agenda or take votes. Ms. Ryan said we have to be careful of many people involved and that we need to look closely at things.

Mr. Sherman said the budgets we are getting have to go through the town administrator, the Selectmen and the school board first and then we take a look at what they are proposing and that is how the process goes.

Ms. Bressette asked if we had a member and an alternate attending these meetings? Mr. Thomas said yes.

Ms. Masse-Quinn said Ms. Ryan makes good points and that the Planning Board is under the guidance of RSA 674:5-8 and she would look into that.

Ms. Bressette asked about the culvert replacement, and she saw there was possibly highway grant money, and was that something that would be covered under a highway block grant?

Mr. Roark said yes, and there is discussion with Mr. Hoffman, and he rebid the catch basin truck to try and buy that under that grant money. Mr. Roark said they might try and do the culvert at the end of the year if there is some surplus funding. Mr. Roark said the additional grant block money will be put towards the catch basin truck.

Mr. Sherman asked about the federal grant money for over 1 million dollars, and would that be used for the police department communications? Mr. Roark said yes, the American Recovery plan funding they received a partial payment at the beginning of the year and due to the urgency of the police radio, the board has decided to pay for the radio project out of those funds. That will be then taken out of the police budget, but those funds need to be formally accepted at next week's Selectmen's meeting.

Mr. Croteau said they've been working on that for a few weeks now and yes, that is the intention of the board.

Mr. Martony said it is a seven-year plan, but he only saw projects only for three years and can this be spread a little better? Mr. Thomas said they take it out through a seven-year period and the RSA says it can be a minimum of three years and RSA says it goes out to seven-years. Mr. Martony said he meant there are no projects planned for 2025, 2027 and 2028? Mr. Thomas said in 2025 there is the school. Ms. Bressette said she thinks he's asking for the town? Mr. Thomas said this is the information they get from the departments. Mr. Thomas said some of these will be pushed back anyways.

Ms. Masse-Quinn said that is at the discretion of the parties that send this info to them. Mr. Thomas said there is dialogue about parking lot replacement and if it's tied in with the schools they can be tied together. Mr. Sherman said if they do the vehicles and spread that out and then do furnaces, roofs and equipment. Mr. Thomas asked if they should pull the information for the vehicles for consideration between now and next April? Mr. Sherman and Ms. Bressette said that would be helpful to see what is coming up. Ms. Bressette asked if that was if it is over \$75,000.00?

Ms. Larson thought they should discuss that with the town, as they will bring forth the vehicle and that doesn't have anything to do with us. She said that is beyond our scope.

Mr. Thomas said what he presented was only an example.

Ms. Larson said it's good that there are no big projects out, because all of our capital improvement projects will be complete.

Ms. Larson said they are all moving targets. Mr. Croteau said the town would love to see a vehicle schedule and said to bring that to the board of Selectmen. Mr. Thomas said he will ask that to be put on the agenda.

Ms. Bressette asked about the police remodel expansion for \$82,000.00 and is that only the locker room or a gym?

Chief Perriello said it's for an extensive expansion, as they have outgrown their department. The men's locker room has been outgrown and they would move walls to extend their evidence room. She said the evidence room is full from the floor to the ceiling and they need to expand their record expansion room. The goal is to utilize where the current gym is, move the wall out, make a new hallway and use the expansion space in the back. She said they've gotten a quote and plan to move their gym out to the back. She said ultimately, they will put some mats out back and use that for community events, such as self-defense classes. She said they would clean out the existing areas and remodel the rest to meet their CALEA requirements.

SENIOR CENTER

Ms. Sara Landry introduced herself as the director of senior programs and the facilities manager at the Hobbs Center. Mr. Dave Cronin introduced himself as the COA Board of Directors.

Ms. Bressette said the 2022 operating budget was \$174,386.00. The department request for this year is \$191,688.00 and that is the same as the Selectmen approved.

Ms. Landry said the main increases are in the salary lines and those are contractual. Such as the telephone, gas, rental for the dumpster and the copy machine.

Ms. Landry said for the expense line (625) is due to more outdoor programs. In terms of salary, those are up because the staffing is very underpaid. She is trying to bring them in line with other positions in the town.

Ms. Landry said the Senior Center is open Monday through Friday from 8:30-3:00. She said staff is there until 4:00 and they run programs such as fitness, education and wellness programs. She said they have bone builders weightlifting, art classes, caregiving classes, spirituality, social programs and clinics.

Ms. Landry said they offer transportation for people in the town for certain programs, lunches, errands and shopping. She said the center is growing. She partners with Council on Aging, and they help with advocacy

and funding. She said they raised almost \$90,000.00 to put the pavilion up. They are in the process of raising money for the pickleball courts. She said about 1/3 of Pelham's population is over 55 now and she called it 'elderhood'. She said elders need to be seen as important and valued in our community.

Mr. Abare asked about what the program supplies were? Ms. Landry said it can be paper, weights, anything for the functions and program supplies and those vary.

Mr. Smith asked about the bus, such as salaries and gas, he said he didn't see where are the repairs covered? Ms. Landry said on the repairs line. Mr. Smith asked what the plan was if they had to replace the bus? Ms. Landry said the bus is paid for and they got it in 2016. Before that the Selectmen had put money on a warrant. She said they should have a few years left for this bus and the mileage is not huge.

Mr. Smith asked what the telephones were? Ms. Landry said it is for one cell phone for the bus driver and the others are the office phones, a fax line and an emergency line. Mr. Smith asked if that was consolidated communications raising their prices? Ms. Landry said yes.

Ms. Ryan asked if she knew what the census numbers were of people using the center? Ms. Landry said yes, but she didn't have exact numbers. Ms. Landry said there's probably about 500-600 people that participate. Ms. Landry said the Council on Aging has about 500-600 members. Ms. Landry said there's probably around 250 unique a month that come into the center. Ms. Ryan asked how that compared with the last few years? Ms. Landry said during COVID they were down numbers and prior to COVID the numbers were around the same as they are now. Ms. Landry said the numbers had been going up and at 2018 the numbers were the highest. She said during COVID they lost a lot of the older seniors.

Mr. Sherman asked if there was a need for a social worker? Ms. Landry said yes, and she has that on her wish list items this year. She said in the last few years she has seen a need for increased social work at the center. Since COVID that has magnified, and she has seen more depression and anxiety. She said there are lots of families in crisis and turmoil and really need help. She said the caregiving program they are running now is full. She said they are going to start an online and live support group. She said NH is very disconnected as far as anyone needing services, there is no good coordination of care. She said this is a challenge for older people to figure out how to get these services. She has been saying for a long time that this town needs a social worker to help people with addictions, etc.

Mr. Cronin said when he was on this board and saw a wish list item, he said it was for a 'want'. He said this social worker is a 'need'. He said there are a tremendous number of people in this town that need a specialized, worker because they don't know where to turn in bad times. He said they went in front of the Selectmen and then considered making a petition, but the RSA won't allow that. He said this need will continue to grow and it won't go away. He said they will keep asking for this position and Pelham needs this position.

Mr. Grant asked if they offered any financial help for seniors in town, specifically for tax credits? Ms. Landry said she works a lot with Susan Snide and Susan helps with tax exemptions. Ms. Landry said she has Susan come to the center to help people file for exemptions or credits. Ms. Landry said because they can't get the social worker, she is trying to reorganize the time she spends with seniors and may pull in other staff to see what other options there are from our internal departments. Ms. Landry said she spends a lot of her time dealing with social service issues as well as running the whole center. Ms. Landry said when someone has an issue, she deals with that right away and everything else has to be put on hold. Ms. Landry said this center is a lot like a school and relationships are formed.

Mr. Cronin said there is a Ms. Hollins in the office that helps handle things after hours. Mr. Cronin said they see a need for people that need direction with finding doctor's or mental health or insurance and negotiating things that seniors have difficulty doing. He said that would be the main focus of this social worker. Ms. Landry said a lot of people of this age don't come in because of certain reasons and they want to be able to reach those people that are in need of these services. She said they could meet these people in their own homes, if they had the resource, such as an outreach worker to do that.

Ms. Bressette asked if there was any state or county services that does that type of work? Ms. Landry said the department of health and human services has the adult and elderly division, but they are incredibly over worked and underfunded. She said NH really needs to increase funding for seniors. She said there was funding that came through the CARE's act, but they never saw any of that money. She said the services

from the state are very limited. She said the people that need these services have difficulty connecting to these services without having anyone helping them do that.

Mr. Cronin said the state and counties are letting the seniors down because people can't get services from them.

Mr. Martony said there were no numbers on the wish list? Ms. Landry said she has the numbers, and she gave them to the Selectmen. She passed out some packets to the committee. She said there are reports specifically to Pelham in these reports. She said there was also a job description for the social worker they are looking for and the budget numbers for that position.

Ms. Bressette said they have the salary adjustment requests from the town.

Ms. Ryan said she works in the human services field, and she can attest to the number of mental health patients and there is not even enough room for them all. She said this is a town decision to see if we want to wait for this or if we want to be a trend-setter? She said it is very difficult to navigate any system anywhere as far as medical and insurance and especially for older people. She said during her time on the school board they added social workers in the district and that has been instrumental. She feels like we are already reactive for this. She said as a town if we expend the money to do this, the money spent is saved on our state taxes. She said this is a need and she didn't realize this need until she started working in this field. She is asking us to think about our parents and when we are at that age. She said the Selectmen did say no to this, but she is wondering where it is at this point?

Ms. Landry said emergencies take precedence at the facility. She asked if we are going to value our seniors and ourselves and it is 'we' not 'them'. She said seniors are a valuable part of this community and people need to look at how little money is spent on aging adults in our town. She said access to mental health services are convoluted and people with these issues don't just get better as they age; they develop chronic illnesses. She said social workers can help care for caregivers and help support the working people in our community.

Mr. Croteau said the Selectmen recognize the need for a social worker at some place in town. He said it is needed for all ages. He said they are looking into it, and he thinks we can get a better use throughout the whole community than just at the senior center. He envisioned a social worker in the town building that anybody can use would be good. He said they have to use a responsible approach and will work on that.

Mr. Smith said the biggest justification is that if Ms. Landry is doing social work and that is taking away from her role as the director. He said there is a vast need and is worried that if a social worker trying to do everything would be too much and he would rather see a social worker targeting the senior center needs as the need is there. He said if there are needs elsewhere, then they should address that.

Ms. Landry said they had that conversation with the Selectmen. She said seniors are considered to be 50 years old and older. She said that is a challenge when it comes to different needs. She asked at what point they shift resources from the youth to the older generation? He said that will become a big challenge.

Ms. Landry said NH is the second oldest state in the US, behind Maine. She said our state is aging and we aren't retaining enough of our youth and our seniors are aging in place. She said that is what makes people happy and fulfilled. She said her seniors say Pelham has the best senior center in the state. She said she is incredibly blessed to be able to work there. She said all of the volunteers there are great, and they give back so much to the community. She doesn't think it's a lot to ask for help for their social services, after all they've given to this community. She said these seniors are giving back.

Mr. Smith said at some point somebody has to take over.

Ms. Bressette said she thought some police groups have social workers on hand and in Massachusetts, they have advocacy groups that do that. She said it's in the purvey of the Selectmen to decide where a social worker should be timewise in the town.

Mr. Croteau asked how many seniors that go to this center are Pelham residents?

Ms. Landry said right now about 20-30% are from out of town. She can get hard numbers for him. Mr. Croteau said last year they added the admirative assistant of the center to full time and he asked what that job entails?

Ms. Landry said that position works with her in the office, answers phones, helps registration, does the flyers, manages Facebook and she deals with people coming into the center. She said prior to the

administrator being there, she was completely overwhelmed. She said daily, the center is full and there is usually a line at her own door.

Ms. Cormier asked where the 30% of people are coming from?

Ms. Landry said some come from Salem, Dracut, Hudson and Litchfield.

Ms. Cormier asked if those towns have senior centers? Ms. Landry said they do but some come to Pelham because they have friends, and some say it's a better center. Ms. Landry said during COVID, this center was the only one open, so many people came during that time.

Ms. Landry said the Council on Aging has an out-of-town membership and so a lot of the fundraising has been from people out of town. She said the Council on Aging help to fund many events that they have.

Ms. Landry passed out newsletters to the committee.

TOWN INSURANCE

Ms. Bressette said the operating budget for 2022 is \$2,890,653.00. This year's request is \$3,012,542.00 and that is the same as the Selectmen's approved budget.

Ms. Penny said there isn't much to say about this because they won't have the insurance rates until late October. She said last year the increase was 5% for health insurance and it was 2.6% the year before.

HealthTrust is the health and dental insurance carrier. Prime is the worker's compensation and property liability insurance carrier.

Ms. Bressette said we'll probably get those at reconsideration. She said last year at reconsideration it was about a \$250,000.00 increase. She said that was a surprise.

Ms. Larson asked what was budgeted for this? Ms. Penny said it was built before she got here, but she said it was based on current employee selections.

Ms. Larson asked if she budgeted for an increase? Ms. Penny said no.

RETIREMENT

Ms. Bressette said the 2022 operating budget was \$2,440,542.00. The 2023 request is \$2,420,769.00. The Selectmen approved is \$2,420,921.00.

Ms. Penny said there was a rate change with a slight decrease coming into effect July 1, 2023 because NH retirement sets their rates every two years. Group 1 employees went from 14.06% to 1.53%. Group 2 Police went from 33.88% to 31.28% and Group 2 Fire went from 32.99% to 30.35%. She said if they didn't receive those decreases, the budget would have been \$72,000.00 higher.

POLICE DEPARTMENT

Chief Anne Perriello introduced herself and introduced Celia Lingley as her administrative assistant.

Ms. Bressette said the operating budget for 2022 was \$3,642,399.00. The department request is \$4,245,629.00 and that is the same as the Selectmen approved.

Chief Perriello reached out to Chief Midgley and he responded quickly and the components for the radio were installed by Two Way and we have to continue with that company and they utilize Motorola for the internal components, which are what needs to be replaced. She said they come with a one-year warranty, and they also have a maintenance plan that the fire and police department split. That is within the budget and is an increase for next year, which it's contractual. Two Way is available 24/7 and they are a reputable company and we have utilized them for years. She said they are looking for compatible components, but it is difficult to bring in any other brand to match what we have.

Chief Perriello said:

Salaries: There is an increase because the police are going for a contract in this upcoming vote so there are minimal increases for the union members. There are decreases because Sargent Barbato is now a lieutenant, so when they fill his old position, that will be a bottom step Sargent at a lower pay rate.

There's a decrease in Corporal Halliday because he was at the five-year mark for the Sargent's test and that was contractual. His hire date was figured wrong, as it was figured when he was part-time and not his full-time so that was a self-correction.

There are increases and they are all contractual because those are union members until next April 1 when that contract expires. Patrolman McCarthy was sworn in on August 31 and that was a larger number and that was under what was approved last year in the budget committee. They are still working on hiring the 2nd new employee. She said they used to have about 100-200 for testing show up and now they are offering random tests just to get qualified candidates.

She said they are taking this hiring seriously with backgrounds, oral boards and some of this has slowed down hiring a person.

There is a decrease in longevity due to the chief's retirement. The crossing guards have an increase of \$3.00 an hour to \$18.00 per hour. The surrounding communities are moving towards this as well. Ours are reliable, are good people and we don't want to lose them.

Part-time officers have a requested increase and that is based on the NH average from \$21.92 an hour to \$22.79 an hour with an increase of \$0.87.

Chief Perriello said Attorney Carroll is contractual. Our dispatchers and animal control officer and records are all under the union contract with a slight increase, as well as Celia under support services.

Holiday pay are true numbers and the same with educational incentive. Normally that is increased by \$1000.00. She said normally they hire someone with a Bachelor's degree and that ends up being \$1000.00 incentive for them.

There is a decrease in FLSA, and this is federal and mandatory. She met with Deb Padykula prior to her leaving and gave it a true number with a 20% buffer for next year and it was \$15,400.00 moving forward.

There is a decrease for \$11,040.00 for last year when they went for the two new officers, they agreed to take the \$11,000.00 out of the minimum mandatory coverage of earned time for the employees for last year. They agreed to take an additional \$11,000.00 out this year and that is due to the increase of staffing and keep the level of service to the town. She said once they are up and running, they hope to get four cars out on each shift.

There is a decrease in election due to the number of elections that year.

There is an increase in roll-call over time and this is a federal mandate. It has been overlooked for years and this is contractual. She said they worked on each employee to get those numbers down and that is a true number.

Ms. Bressette said that used to be in their contract that it was paid at their same hourly rate. Chief Perriello said yes, and it is paid at an overtime rate. Chief said the federal law trumps that.

There is an increase in training due to a mandated increase in service hours for the next three years. There is a four-hour increase for each officer (both full and part-time). Four hours for 2023, six hours and then an additional eight hours the year after. This is a countrywide mandate for training. We are nationally accredited and have done a lot of great things. These trainings will be more hands-on, de-escalation hours and ethics training.

Ms. Bressette asked if that was for the in-service training? Chief Perriello said yes and that is contractual.

Mr. Sherman asked if there was a firearms instructor salary listed? Chief Perriello said right now we don't have to send anyone to firearms school. At this point that line item would stay open if they had to send someone to school. She said next year they don't need to fill that. Mr. Sherman said he would put \$1.00 there to hold it.

Mr. Smith asked if being federally certified gets us a lower rate for insurance or any other benefits?

Chief Perriello said absolutely, and CALEA (Commission on Accreditation for Law Enforcement Agencies) sets standards that are worked into their policies. She said they have to stay within these guidelines, which have been tested for the best practices. This lowers our liability insurance by 2.5% in the past. This lowers the chance we would get sued because we are following these best practices. She said NH is going towards accreditation as well, so it will be a state accreditation. She said we already trump that already and are at a higher standard. She said the governor's and NH chiefs of police are behind this.

Ms. Ryan asked what roll call overtime is? Chief Perriello said any union member needs to arrive 15 minutes prior to their shift and they go over all of the last 24-hour calls with the previous officer that was working. She said this keeps things flowing.

Mr. Ryan asked what military covers? Chief Perriello said they have some officers that are in the military part-time and we have to cover their shifts when they are activated or when they are on weekends for their service.

Ms. Ryan asked the Chief to explain the surveillance/sex offender registry? Chief Perriello says this is mainly their drug unit or if there is a drug arrest and it leads into something larger. That may lead into surveillance and that is an overtime coverage. That also covers sex offender registries, which need to be maintained. She said that has to happen 2-4 times per year they need to come in and register with an officer or detective. That is a lot of paperwork and meetings.

Surveillance could cover any cases, such a child pornography at a certain address.

Chief Perriello said there were slight increases and she tried moving things around with the two new officers, but it is contractual. There was a decrease in the SOU training and callouts and that is based on looking at actuals. There is a decrease in baton, but there is an increase in TOC spray and those switch off every year. There is an increase in weapons due to the overall cost and demand in ammunition. This is different than the firearm instructor class. The recertification is with the NH police standards and training academy. They need to make sure they are mandated. When they go to the academy, they need to bring ammunition and that costs more now. With hiring new people, there will be a need for more training. She said the expense of duty ammunition is going up. They need two additional pistols with optics and holsters. They need that in case one breaks or malfunctions, they need an immediate backup for those officers.

Ms. Bressette asked how many bola wraps were needed? Chief Perriello said that covered the cost of four of them and this will cover four additional. Their overall goal is to get one on each patrol full-time officer. Once that is done that number will go down. They have not deployed that yet and they are starting to see these being used across the nation.

Chief Perriello said there is an increase in gas that is set by the town and the two new cruisers are arriving tomorrow and they are hybrids. Hopefully the gas will be kept at a minimum. She said there is an increase in your console repeater contract with the maintenance agreement with Two Way. This is split with the fire department. Chief Midgley supplied Celia with an actual number.

There is an increase in the cloud-based server, which is the body worn camera footage, which is contractual. There is an increase with the promotional hiring expense, but once they get up to staff that will disappear. They are trying different efforts with their recruiting and have come into some unexpected expenses.

There is a transition taking place across the department with promotions.

There is an increase of \$3,500.00 for computer expenses and this is due to a CJIS, which is a federal mandate on all of the computers inside the police department. This is security protection, which key fobs for the computer. This also includes Adobe business for their computers. This enables them to send secure documents over the internet.

Ms. Bressette asked about looking into deals for municipalities with Adobe? Chief said nothing for that right now. Mr. Smith said Adobe doesn't typically do deals. Ms. Bressette said sometimes they have deals for students.

Chief Perriello said they aren't looking to have this on every computer, but maybe two available on patrol and one or two in detectives. She said they kept that to a minimum and she will look into that.

Chief Perriello said for wish list items, they are looking to get someone in to engineer plans for the animal shelter that would be built at the back of the department. She said they'll need water, heat, sewer, A/C and a washer and dryer. She said it will be a working building. She said the plans they have are from 2016 and prices have changed. She said the Chair, Heather Corbett goes to a school that does this and she will look into seeing if someone there will take that on as a project. It would be overseen and receive a stamp. That expense would then disappear.

Ms. Bressette said this building would serve as a carport to protect the cruisers? Chief Perriello said yes, and it would have an overhang to back the cars up to in inclement weather. This would help with response time also during inclement weather and now would be the time to build something like that during the animal shelter construction.

Chief Perriello said for motorcycle replacement and to include all of the lights. The current motorcycle is a 2009 and they usually have a 10-year life. They would keep that bike for training and use that bike for wear and tear. Some of the newer officers are certified to ride and the bike is being used a lot more now.

Ms. Ryan asked how many miles per year are put on the bike? Chief said right now it is at 13,400 miles and that would be roughly 1,000 miles per year.

Ms. Ryan asked what necessitates having to replace this now? Chief said they are having some maintenance issues now. She said the miles on a police bike are harder miles and the driving on them is more intense than on a normal civilian bike. Police bikes get more wear and tear on them.

Ms. Ryan asked if it was being used as a training bike, would we still have the expense of the repairs? Chief said yes, but it would be more minimal and just mostly for maintenance. She said if the expenses became too much, they would consider getting rid of it then.

Ms. Bressette asked what the trade-in value would be? Chief Perriello said not a lot, maybe \$1,000.00 at this point.

Mr. Sherman asked if they have a boat that is used for water rescue? Chief said the police department does not and if they need to go in the water, they would contact Marine Patrol or Fish and Game.

Mr. Grant said that normally police vehicles at auctions are very cheap because there is so much wear and tear on them and there is not much value to them. These vehicles have had a very hard life.

Mr. Sherman asked about an AT vehicle, since there are more trails now. Chief Perriello said they do have a side-by-side and that is used on occasion on the trails. She said they are working with the town and OHRV committee and they are trying to get some regulations. She said the fines are scheduled through NH Fish and Game. She said the side-by-side is utilized on occasion. She said it has to be trailered out to the trails, so it is difficult.

Ms. Cormier asked what CALEA is? Chief Perriello said that is the National Accreditation and that reduces our liability, sets our policy standards and everything they do is structured off this national guideline.

Ms. Bressette asked about the rifle replacement? Chief Perriello said our rifles are nearing 20 years old. She said they are looking to put suppressors on new ones and those are not silencers. This muffles the shot noise, and they are looking to put red dot optics on them. Those numbers are worked into those replacements. She said those numbers are low because they will trade guns in to lower that cost. Those are true numbers, and they are working with two different places. The current rifles have a lot of wear and tear on them as well and are used for training. She said by the end of the year, all of the officers will have red dot optics on their pistols. The suppressors are necessary to minimize the noise and that is to try and lessen any permanent hearing damage to the officers.

Mr. Haberlen asked what biased based training is? Chief Perriello said that talks about bringing in implicit biased where social and emotional intelligence is talked about and how that might bring out this bias. She said this is when subconsciously someone may be biased about a certain person. This class is to educate and make sure the officers are dealing correctly with situations. Some of this training is done through Police One, which is an online app and there are other online trainings. This is talking about bringing things to the forefront especially in policing. This is also mandated through CALEA, and they have already been doing this.

Mr. Haberlen said if it's mandated by CALEA, they don't have an option to not do it? Chief Perriello said no, not on the state level and national level. She said she would never recommend taking this out.

Mr. Sherman asked if we have officers that speak Spanish? Chief Perriello said yes, we do. Mr. Sherman asked about any other languages? Chief Perriello said not really. Mr. Sherman asked if more than one spoke Spanish? Chief Perriello said yes. She also said they may include this as an incentive when hiring a new officer. She said it is good to have officers diverse in different languages. She said sometimes they need translators on the job. She said everyone needs an equal opportunity.

Mr. Smith asked about how they are doing on retention of employees? Chief Perriello said they are great. She credited that to Mr. Roark and how he has built the department and she is hoping to keep that same path. She said they are now competitive contractually and the look to develop officers and offer training. They have a crime scene farm team, and they need to do what with smaller agencies. She said they are developing these officers to make them more diverse and well-rounded.

Chief Perriello said the big wish list is for the internal components for the radio system. She said over the past two years, Chief Roark and Chief Midgley have worked together to replace a lot of the components. They've been working to minimize this expense, but they are now at the end of life for this system. This is the relay system of the department. If the radio goes down, they are looking into ways to be able to communicate. This system was put in in 2003 and the parts are no longer being made. They have replaced as much as they can. It is 12-18 months to get a replacement here. The radio system will not start to engineer this without a commitment with money. She has started planning for the future to see what needs to be replaced. She wants to start building up a fund to make sure this large expense doesn't hit again in the future.

Ms. Larson said this isn't considered a wish list, she would refer to this as Selectmen supported and they are looking for support.

Mr. Croteau said the Selectmen's board is looking to redirect the American Recovery Fund money to take care of this. This budget line item will be coming out. We received \$1,488,687.00 back in 2021 and they are looking to take \$511,000.00 to fund this.

Ms. Larson said they will be able to get them quicker now. Chief Perriello said it will be here in 12-18 months. Chief asked if they were voting on that? Mr. Roark said yes at the next agenda they will vote to formally accept the funds and take votes to disperse the funds.

Ms. Larson asked if they would bring it here to remove? Mr. Roark said he'd imagine that would be at the deliberative session. Ms. Bressette said before we vote on the town budget, probably in October. Mr. Roark said if we're able to remove it prior to your vote if that is available, we could do that.

Ms. Larson said she didn't know if the Selectmen needed to vote to remove that? She asked them to look into that.

Chief Perriello said when they approached this, it was given a capital improvement, but there were conversations about putting it on a warrant article. She said they don't recommend a warrant article and she is glad the funds have been located and hopefully voted in an accessible.

Ms. Larson said the police are very instrumental in the school's safety planning and when there is an incident there, they need to be able to communicate with the police and she fully supports this.

Mr. Smith said he works in the telecommunications equipment business, and he said end-of-life probably happened five to six years ago. He said it's remarkable this system has even lasted for 20 years, and they are probably scrounging spare parts. He said this probably should have been done a few years ago and hopefully it works for the next 12-18 months.

Chief Perriello agreed and she said Chief Midgley is working his hardest to look for a switch in case it goes down.

Mr. Sherman asked if the tower at Blueberry Circle is up, and do we have space on that? Chief Perriello said it is up and there is space on it. She said that is in the process and there was something with the lines going through there.

Mr. Roark said that was a different project for that tower. Right now, they've taken one repeater off the Pentecostal church and put onto a tower in Dracut. He said Dracut built a tower that was more advantageous than the Blueberry one. He said Chief Midgley is working to get our repeater onto the Dracut tower. Mr. Roark said this is a very complicated radio system. It is very important because they work in conjunction with the fire department and the fire department is now dispatched out of Londonderry so they have to make sure their radios can reach to the Londonderry towers.

Chief Perriello said there is a decrease in the new patrolmen equipment. They've been able to hire one and are working towards the second. Plus replacing Chief Roark's position. She said they won't be able to hire two officers by the end of this year.

Ms. Bressette asked what happened with the comfort dog? Chief Perriello said that public safety is number one and they've asked for a lot, so they will revisit the comfort dog next year.

Ms. Bressette said Mr. Smith joined the meeting at 6:40 and Mr. Abare exited at 8:15.

Mr. Sherman asked if anyone had any new business? No one had any.

INFORMATION TECHNOLOGY

MOTION: (Ms. Bressette/Ms. Cormier) To enter into a non-public session per RSA 91-A:3 (i) Consideration of matters relating to the preparation for and the carrying out of emergency functions, including training to carry out such functions, developed by local and state safety officials that are directly intended to thwart a deliberate act that is intended to result in widespread or severe damage to property or widespread injury or loss of life.

ROLL CALL VOTE: Greg Smith – Yes
Phillip Haberlen – Yes
Paul Grant – Yes
Jason Croteau – Yes
Debbie Ryan – Yes
Bob Sherman – Yes
Ellen Cormier – Yes
Megan Larson – Yes
Ed Martony – Yes
Meg Bressette – Yes

(10-0-0) The motion passed.

Respectfully submitted,
Jennifer Castles
Recording Secretary