



APPROVED

## Board of Selectmen Town of Gilmanton, New Hampshire

Meeting  
October 9, 2013  
**6:00 pm.** – Gilmanton Academy

Present: Chairman Ralph Lavin, Selectmen Brett Currier and Donald Guarino, Town Administrator Arthur Capello, Administrative Assistant Stephanie Fogg. Also present Joanne Gianni, Lynn Paige, Carol Mitchell, Matthew Currier, Police Chief Joseph Collins, Anne Kirby, Road Agent Paul Perkins, Fire Chief Paul J. Hempel.

**6:00 pm** Chairman Lavin opened the meeting, took attendance of those present and voting and led the Pledge of Allegiance.

### **2014 Budget Meeting, Police, Highway and Fire Departments**

**6:12 pm Police Department, Chief of Police Joseph Collins** – Selectman Currier asked about on call pay for the Police Department, it is \$2.00/hour? Chief Collins said yes. Selectmen Currier asked, how do we go over budget for on call pay? Chief Collins said some of the shifts are cut back to midnight instead of 2:00 am, based on 2:00am – 7:00 am as our call hours, but some of the nights we may be short for the week, we might have call from 12:00am to 8:00 am, if someone is short shifted. So then there is eight hours of call, that normally wouldn't be call pay. Arthur Capello said that it is about 40 hours per week in call pay. Chief Collins said that it should be cut back in 2014 to about 28 hours per week, when we have full staff.

Chairman Lavin asked if there should be \$1 in a line item for part-time call pay. Arthur Capello said he will put \$1 in the line item to keep it open for future part-time help. Selectman Guarino asked about the retirement number on the Police Department Budget. Arthur Capello said that it went up to 25.3% this year straight calculation from the State, \$73,332.00. Selectman Guarino said that \$66,000 was originally appropriated. Arthur Capello stated again that it went up from 19.95%. Selectman Guarino asked if that increase was reflected in the operating budget in 2013 of \$515,000, and an operating budget in 2014 of \$523,000. Arthur Capello said yes, it is a mandated part of the budget.

Arthur Capello said, Chief Collins, going back to your insurance, last year was budgeted at \$59,387.00, the rate increase at 10% brings it to \$ 65,326.00. Arthur Capello said that the actual number on that increase is 9.3% that they are anticipating. Arthur said he will put the recommendation at 9.3%.

1 Selectman Guarino asked Chief Collins about the number expended on gasoline to date  
2 is a little less than \$9,000.00. Selectman Guarino said that \$16,000 was appropriated.  
3 Do we need to carry \$16,000? Chief Collins said that number does not yet reflect  
4 all that has been spent to date, and we don't yet know what the prices will be during the  
5 coming year. Arthur Capello tried to lock in a number with Foley, but the Town does  
6 not spend enough in gas to lock in a yearly price for gasoline.

7  
8 Selectman Guarino said that we have replaced one of our vehicles with a newer SUV. So  
9 the highest mileage vehicle was retired. Chief Collins said that there was almost  
10 160,000 miles on that vehicle. Chief Collins said that it is his plan to streamline the  
11 vehicles, have nicer vehicles with less maintenance cost.

12  
13 Selectman Currier asked about the retired vehicle being shipped to auction? Arthur  
14 Capello said the State is taking vehicles on Thursday this week. Arthur is looking for the  
15 Boards approval to bring the car to the auction.

16  
17 The bottom line for the Police Department Budget for 2014 is \$523,175.00. Arthur  
18 Capello said that if you back out the increase in retirement, the budget is level funded.  
19 Raises and grants will be in warrant articles and not part of the budget. Chief Collins  
20 said that the grants came out of the overtime line item this year and "killed" the  
21 overtime line. Arthur Capello said that he and the Town Accountant Jen Correia would  
22 work to set up a separate line item. Chief Collins also requested that Jen Correia back  
23 the negative \$12,000 for overtime (grant money) out of his budget and put it over to the  
24 revenue side. Arthur Capello said that yes, when the grant money comes in, we will put  
25 it over to the revenue side. Chief Collins said that I will have \$12,000 less in my  
26 negative? Arthur Capello said that you have to look at it as gross budgeting. Arthur  
27 Capello stated that Jen Correia said she will set up a new line for next year. Chief  
28 Collins said that Jen Correia will move that negative to a different account. It will still  
29 show up as a negative, but you have revenue to offset that amount. It falls under the  
30 concept of gross budgeting, you have to raise and appropriate everything, but then you  
31 look at the revenue side to see if there is a wash item. Chief Collins asked to see the  
32 budget pages that the Selectmen were looking at, to be sure he had the same numbers.  
33 Selectman Currier said he understands the concept of the gross budgeting, but for the  
34 general public to read the numbers it looks like the Department had spent over budget,  
35 you don't want that perception. It should say that it is from a grant.

36  
37 Chief Collins said that he does have a couple of expenditures coming up computer wise  
38 that will cost some money. The server that the Police Department has is five years old  
39 now. Chief Collins said that where the Department was down one full time guy for a  
40 while, if he has enough money left to do it without doing a Warrant Article or raising it  
41 through his operating budget, could he have the authorization if he has excess funds to  
42 purchase the server at \$8,000 which includes all of the software, and then three of the  
43 computers need to be upgraded at \$5,000. Chief Collins said that the cruiser computers  
44 are fine for now. This was the recommendation from the computer consultant. Arthur  
45 Capello said that the issue with the computers is that Windows XP is no longer going to  
46 be supported as of April 1, 2014. The Town has chosen to spend the money elsewhere

1 and not update the computers, all of the computers are so old that another operating  
2 system cannot be put on them. Chief Collins said that all of the reports are on the  
3 computer, and all data entry.

4  
5 Arthur Capello said that he would recommend putting the amount for the computer  
6 updates in to the 2014 Budget, but it could be taken out if Chief Collins finds that he has  
7 money left in his 2013 Budget. Arthur said that he would like to give the full picture to  
8 the Budget Committee, to be sure that the money is planned for. Selectman Guarino  
9 agreed that Chief Collins should go forward as if he will not have the money to replace  
10 the computers in the 2013 Budget.

11  
12 Chairman Lavin did not want the amount to raise any more taxes for 2014. Arthur  
13 Capello said that it will not raise the taxes in any way until January, but would like to  
14 put the full picture forward for the Budget Committee. The line item can be backed out  
15 at any time. Chairman Lavin stated that he does not support the idea to raise the money  
16 in the event something might happen? Arthur Capello said that we will know before the  
17 end of this year if Chief Collins has the funds left to cover this amount.

18  
19 Chief Collins said he has one other item that he would like to buy. It is a photography  
20 kit for crime scenes. He would like to carry the same theory about paying for it, if money  
21 is left in the 2013 Budget. It is \$1,900 for the whole kit.

22  
23 Selectman Guarino asked how is the officer education handled, including the officer  
24 salary? Chief Collins clarified for Selectman Guarino that the Town does not pay for  
25 the actual education at the Police Academy, the Town pays for his salary.

### 26 27 **Highway Department - Road Agent Paul Perkins**

28 Selectman Currier spoke about the sanders and plows that the Town currently owns. He  
29 said he knows that there are some of the plows that are real junk right now, some that  
30 are probably not worth maintaining. Road Agent Paul Perkins said that we patch them  
31 together to get by. Selectman Currier said that he doesn't believe it is cost effective at  
32 this point. Paul Perkins said you think we should get new plows? Arthur Capello  
33 suggested a Warrant Article for new plows and Selectman Currier agreed. Some of the  
34 plows are 30 or 40 years old. Arthur Capello told Paul Perkins to get prices to him for  
35 sanders and plows. Selectman Currier also stated that we need to get the sanders and  
36 plows under cover to protect them better than they are now. Arthur Capello asked if the  
37 sanders and plows could fit under the current shed. Paul Perkins said he thought so, its  
38 just that the cables have to be certified. Arthur asked if Paul could look into the cost for  
39 the certified cables or chains, to see if we could fit it into this years budget.

40  
41 Arthur Capello said that there is \$440,000 in a Capital Reserve Fund for equipment for  
42 the Highway Department. Paul Perkins said that includes money put aside for a new  
43 loader and everything. Arthur asked Paul if there were any capital reserves that he  
44 needed to raise and appropriate for this year. Paul said that Nats Bridge on Crystal Lake  
45 Road will need to be repaired by 2018 and another two on Stage Road by 2019. We  
46 currently have \$150,000 in that fund, last year we appropriated \$51,964 into bridges.

1 Arthur asked if Paul and the Selectmen would like to carry that number forward again.  
2 (The Town's portion is about \$130,00 for the Stage Road Bridges). If we do not put the  
3 money aside again we will have to raise taxes before then to appropriate the funds. The  
4 Selectmen then agreed to appropriate the \$51,964 again this year toward bridge  
5 replacement/repair. Last year there was \$30,000 put into the equipment fund.  
6 Selectman Currier said that we have people right now that are hurting in this Town, the  
7 "recovery" isn't really happening. Chairman Lavin agreed. Selectman Currier said that  
8 we keep putting tax payers money into accounts to buy stuff that we need five or ten  
9 years from now. I understand that is nice to have the money set aside and we are going  
10 to need the funds some time, but if we force hardship on the taxpayer because we keep  
11 putting money away, it is not good for the people that are suffering right now. We are  
12 going to come out of this and then we can raise money, but right now I do not think it is  
13 a good time to spend/raise a lot of money.

14  
15 We are going to stay with the bridge requirement and pass on the equipment and salt  
16 shed appropriations. Arthur Capello said that if there is money in the Highway  
17 Department Budget by the end of December 2013 we will use that money to help offset  
18 the new plow/sander requirement in the Warrant Article. We will still go ahead with the  
19 Warrant Article. Selectman Guarino asked if the Selectmen were authorized on the  
20 equipment account to expend the money for plow/sanders?

21  
22 Selectman Currier asked how much money it was to replace the salt shed. The number  
23 that was brought forward as an estimated replacement cost was \$26,000 on the salt  
24 shed cover for 2017. There is currently \$8,000 in that Capital Reserve Fund.

25  
26 **Fire Department** – Chief Hempel went over the salaries for the Department.  
27 Selectman Guarino asked about the weekend on call pay. Chief Hempel said that is the  
28 funds that are paid on an emergency. Selectman Guarino said that the current  
29 expenditure is about \$20,000 for 2013, do we have to carry the full \$40,000? Chief  
30 Hempel said, he thinks so and this is why, when he started it was a \$56,000 in that line  
31 and he has been slowly bringing that number down over the last three years to a number  
32 he is comfortable with. He did cut that line item by \$3,000 this year. Chief Hempel  
33 said that allows the Department \$3,300 per month for call pay. Chief Hempel said lets  
34 take another year and track the call pay again to see where we are at again this year.  
35 Chairman Lavin asked about the gasoline line item, Chief Hempel said that his vehicle  
36 and the tools are gas powered.

37  
38 Selectman Currier said that he has a problem with the salaries part-time line item. He  
39 does not like paying the Sunday help. We never have before, we do now. Chief Hempel  
40 stated that we have been paying Sunday pay for two or three years now. Chief Hempel  
41 said that the \$18,000 covers the Sunday shift and it is necessary to staff those guys. The  
42 balance is used for further activities, vacation, sick days, etc. That number has remained  
43 constant, he said he is certainly not trying to inflate it. Selectman Currier said that he  
44 doesn't like it because it is unnecessary, we have enough man hours that we pay for and  
45 we don't have coverage with that pay. We have 184 man hours that we pay for and we  
46 have 168 hours of coverage. Selectman Currier stated that there is \$6,000 allotted for

1 weekend night time coverage and we have only spent \$2,300. There is more money  
2 there available. Selectman Currier said that he understands the weekend coverage and  
3 it is not a bad thing. Chief Hempel said you have asked us to staff at a certain level on  
4 the weekends and we have done that. Chief Hempel said that the weekend coverage is  
5 sufficient at \$6,000. That number is calculated on Friday, Saturday and Sunday nights,  
6 running from May until the end of October, generally is how it is calculated. Arthur  
7 Capello said that year to date you have spent \$2,300. Chief Hempel said that is a  
8 reflection of folks not signing up for those details and call personnel taking over that  
9 time. Selectman Currier said that here is my question to Chief Hempel, do you think  
10 you could change your schedule so that we wouldn't have to have the Sunday guy come  
11 out of the budget. Chief Hempel said that he believes his schedule is adequate. Would  
12 he like to see the guys on some sort of staffing shift, sure at some point. The Chief's job,  
13 again, is not to be on shift. Chief Hempel said keep in mind Brett (Selectman Currier),  
14 that our Fire Department budget, other than mandated costs, has been controlled and  
15 has gone down over the last three years. We provide a level of service that I think the  
16 community is accepting of and it is a good bang for their buck. Selectman Currier stated  
17 we are trying to be a big fire department, when we are not. Chief Hempel said we  
18 certainly are not trying to be a big fire department, we understand what we are, and we  
19 do the best that we can with what we have.

20  
21 Selectman Guarino asked how much did we carry for that line (part-time weekend  
22 coverage) three years ago? Chief Hempel said that it has been remained at \$29,000 for  
23 the last three years or so. Selectman Currier said that he believes that before Chief  
24 Hempel, we did not carry \$29,000 for part-time weekend coverage. Chief Hempel said  
25 that we carried \$56,000, what we did we allocated some of those funds three years ago.  
26 Because we had \$56,000 in call pay, we were under funded in part-time, so some of that  
27 \$56,000 came over to fund part-time, and we still netted out at a negative number. The  
28 budget has gone down the last few years, other than the mandated increases. Selectman  
29 Currier stated that he thinks it has gone down because it was so heavy, if you want to  
30 know the truth. Chief Hempel said I don't think we are heavy, I think we manage the  
31 calls to an acceptable level. Selectman Currier said I am not saying that you don't  
32 manage your calls, and I am not picking apart the quality of services. Chief Hempel said  
33 then the quality of services is acceptable, so then you are looking to cut the services?  
34 Selectman Currier said no I don't think you will cut the services one bit. Chief Hempel  
35 stated he believes it would cut the services. We are going to have to agree to disagree on  
36 this one.

37  
38 Selectman Guarino said that the part-time salaries? Chief Hempel said that part-time  
39 salaries covers Sunday shifts, and sick days for replacement personnel. Selectman  
40 Guarino said then where does the overtime come from? Chief Hempel said that it comes  
41 from personnel who are scheduled for 48 hours per week, (some years prior the line was  
42 at 53 hours/week for overtime, it has been reduced to 48 currently) so the guys work  
43 four 12 hour days. If they go out to training or out to calls, that is where we use the  
44 overtime for the three full-time personnel.



1 Selectman Currier said that he would like to see the part-time line item come down by  
2 \$10,400. Arthur Capello said, are you making that a motion? Selectman Currier said I  
3 am. Selectman Guarino asked how did you come up with \$10,400? Selectman Currier  
4 said that \$200 for a guy on Sunday. Chief Hempel said so you want one guy on for  
5 Sunday now? Chief Hempel said that by doing that you are creating issues. Right now  
6 we have personnel that are on a certain staffing schedule, who are compensated  
7 accordingly. It is very disappointing that you are forcing your hand that way. Selectman  
8 Currier said that I don't want to force any hand, I want you to help us out. Chief Hempel  
9 said I have helped you out quite a bit actually, I have maintained the budget and  
10 returned funds every year. Selectman Currier said that I want two men on for Sundays.  
11 Chief Hempel said that you don't want two men on working with the Chief during the  
12 week? Selectman Currier said he doesn't think it is the best bang for the Gilmannton  
13 buck. Chief Hempel said that he is charged with operating the Fire Department, it is my  
14 responsibility to manage my department within the budget constraints and it has been  
15 done.

16  
17 **MOTION:** On a motion by Selectman Currier, and seconded for discussion by  
18 Selectman Guarino it was voted to discuss bringing the part-time line item down by  
19 \$10,400.(3-0)  
20

21 Chief Hempel said that over and over again he has supplied data and rational to support  
22 his position, and you (Selectman Currier) won't agree with me, that it is important on  
23 Monday through Friday, when everyone is out of Town our call personnel is at its lowest  
24 ranks that it is reasonable to have three people on for the most part. My job is to  
25 manage control of the situation, I'm responsible for the guys, I also cover nights and  
26 weekends. Look at my time card, every week I am a salaried employee, and what my  
27 salary is based on, I don't complain. My problem is, is when you begin to dictate how I  
28 am going to manage my schedule and my job, my personnel. Selectman Currier said  
29 that when you come to the Board of Selectmen and you are the only Department Head  
30 that tells the Selectmen that the coach does not play in the game, that is very hurtful to  
31 the Towns people having you say that. Chief Hempel said that you certainly know that I  
32 do Brett (Selectman Currier), that I participate in calls. The point is, and forgive me if  
33 you took my comment wrong, but the point is that as a Department Head, the coach of  
34 the team if you will, my job is to organize and maintain the guys and assist them in any  
35 way possible, and to be available to answer calls during the week, when our community  
36 is lacking call personnel. That is why I work typically, Monday through Friday. I have  
37 more than 168 hours per week that I am accountable for, for the community. The best  
38 bang for my buck, is to stretch it out over a particular time period. Selectman Currier  
39 said that he doesn't understand that the Chief's duties in a Town this size, that are so  
40 critical, that you cannot be one of the guys that goes on calls.

41  
42 Selectman Currier said that it was not this way with the Chief before you. Chairman  
43 Lavin asked Selectman Guarino, as he was on the Board when the last Fire Chief was  
44 here, what is your opinion Selectman Guarino? Selectman Guarino said, (and you  
45 would know this Chief Hempel), he would go back two Chief's to Chief Robbins, at one  
46 time was taking shifts. Chief Hempel said that Chief Lockwood worked a similar

1 schedule to me. Up until the time that there were issues as well with his participation, I  
2 don't know what the final outcome was, but I do know how it works for our department.  
3 As a Department Head I know it works for our department.

4  
5 Selectman Guarino said we are having this general discussion about it because  
6 Selectman Currier would like to take the part-time line item and reduce it. When you  
7 take the medical one and medical two, I know you were saying that they are 4- 12 hours  
8 shifts. If they showed up 7 am – 7pm four days a week, describe to me how the third  
9 man fits in. Chief Hempel said that the schedule works like this, you have two personnel  
10 that work on a rotating schedule, one EMT-1 works M T W TH, the second personnel  
11 comes in W TH F S, the third guy works M T F S, so that there are two full-time  
12 personnel on six days per week, 7am – 7pm. Sundays are filled with per diem  
13 personnel, 7am-7pm and that is where you have the part-time fill with those numbers.  
14 So right now the guys are on a rotating schedule, it works for them. If we were to change  
15 that in any way, we are going to be in a position to upset schedules. You can say that it  
16 is not a big deal, but it is a big deal that they are already working within their set  
17 schedules. We are covering six days a week with our personnel, with the per diem on for  
18 the seventh day. Selectman Curriers argument is to have me part of the staffing  
19 component, which I don't really agree with. I am compensated for 40 hours per week  
20 and I stretch those out throughout the week, nights, weekend calls, whenever. I am  
21 ultimately responsible for more than 168 hours per week.

22  
23 Chairman Lavin said, Chief tell me, that if you did what Selectman Currier is suggesting  
24 how would that play out? Chief Hempel said I'm not certain of what Selectman Currier  
25 has for a schedule, but what that would mean is that I would pull my guys off their  
26 current schedule and we would have to formulate another schedule. I'm not certain how  
27 that would work. There is a philosophical difference. Chief Hempel believes his roll in  
28 Town is to be available during various hours when there are less people in Town. We  
29 are able to answer multiple calls during the week, we are able to manage a multitude of  
30 incidents and it happens. We haven't received any complaints regarding service, its  
31 working. We have also decreased our budget each year.

32  
33 Selectman Guarino said when the Town had more of a call fire-fighter participation was  
34 it different then? Chief Hempel said that some Towns departments work 6am to 6 pm,  
35 we feel that some people are still coming home up until 7 pm, so we have chosen to  
36 cover 7am-7pm. The toughest hours for us to cover really are between 5 am and 7 am.  
37 Because call personnel are taking off for work themselves and cannot typically commit  
38 to a call. During the work day it is the three on and some students that help out, they  
39 are a great help but are still in school.

40  
41 Selectman Currier said that when we had Town meeting years ago, this is money we  
42 have budgeted for a long time . Selectman Currier said Chief Robbins came in (Chief  
43 Hempel said 10 years ago), we had a Chief and two full-time guys and we covered it six  
44 days a week, just like we do now. Chief Hempel said we cover 7 days a week now.  
45 Selectman Currier said not with full-time staff we don't, we cover six days a week, and  
46 then we pay this \$29,000 out there, that is what we are doing. That is a big change.

1 Chief Robbins came to the Town and said he wanted a third man to cover 7 days a week  
2 7 am – 7 pm. The Town voted for it, nothing has changed the call volume is no greater,  
3 actually it is less than what it was then. The only reason, is that the Chief does not want  
4 to work shifts. Chief Hempel said it is not that he does not want to work shifts, it is how  
5 he wants to run his Department.

6  
7 Chairman Lavin said he is all about saving money. Is there any way to reduce this line  
8 item from \$29,000. Chairman Lavin asked Selectman Guarino where he stands on this?  
9 Selectman Guarino asked if this could be tabled to discuss it further as Selectmen?  
10 Arthur Capello said he is bringing this forward to the Budget Committee next week.  
11 Arthur Capello said when this is discussed again, the Chief should be here for the  
12 discussion. Chief Hempel said with all due respect, I have been telling the Board for the  
13 last year and a half because Selectman Currier does not like the fact of the hours that I  
14 work. He has a different philosophy. Chief Hempel said he is ultimately responsible for  
15 the whole Department and he manages it so that there is a comfort level among all of  
16 our personnel. This expense has not grown within the last three years, we have reduced  
17 it. We are not talking about just cutting money from my budget, we are talking about  
18 managing the Department with a different philosophy.

19  
20 Selectman Currier said he is for employees to manage their time correctly. I am here to  
21 represent the taxpayer, I am not only here for employees. Chief Hempel said every year  
22 the taxpayer has voted in the affirmative, they are requesting a certain level of service.  
23 The Town's people have supported it year in and year out with a presentation by myself  
24 or a Department Head at the deliberative session or Town Meeting and they endorse it  
25 every time. What they are saying is that this is the level of service we are accustom to.  
26 Selectman Currier stated that he does not believe that the level of service would go down  
27 one bit. There is no reason it should.

28  
29 Selectman Currier said that he believes Chief Hempel is overlapping too many guys at  
30 the same time. Chief Hempel disagrees. The Town has accepted our budget, there are  
31 not secrets in our budget and there is no secret as to how we staff our Department. This  
32 discussion has been on the public record for two years now. We have a Town here that  
33 is a bedroom community, and I believe it is important to have guys here during the work  
34 week. You had a concern with the level of coverage on Sundays, I have addressed that  
35 concern with an EMT-I, and a second EMT or EMT-I working.

36  
37 Chairman Lavin stated why would we table this discussion, what are we looking for?  
38 Selectman Guarino said that the Board of Selectmen need to give a recommendation on  
39 this budget. If we are asking for a reduction of \$10,400 we should discuss among  
40 ourselves a little later this evening, you are welcome Chief Hempel to be present during  
41 the discussion. Arthur Capello said you can certainly table this discussion, but what is  
42 the purpose of tabling it? The motion will pass or not pass.

43  
44 Selectman Guarino said, Chief we are talking about the history here with staffing. Chief  
45 Hempel said, I do not have a problem talking about the history, but I want to keep in  
46 perspective that this dialogue regarding Chief Robbins is eleven years old now. Tim



1 Robbins scheduling was a patchwork with per diem people, single coverage, it was all  
2 over the place. We have an organized schedule, committed people, licensed personnel at  
3 the highest level, every day.

4  
5 Chief Hempel said I think we have two issues here, you want to take some funding from  
6 the Department, but it is a bigger issue, we are not just cutting money we are talking  
7 about changing the way the Department is managed. If you want to save some money,  
8 and I have continued to provide you with budgets that have been fairly thin. If you want  
9 to save some money I will work on that line with you. The semantics in the scheduling  
10 change, I disagree with.

11  
12 Chairman Lavin said that Chief Hempel is the Department Head and he would like to  
13 defer to the experience of Chief Hempel. Chairman Lavin said you can find the \$10,000  
14 somewhere else? Arthur Capello said no, Chief Hempel said he could work toward a  
15 \$5,000 cut. We will staff differently on Holiday and Vacations and take it out of that.  
16 Chairman Lavin said he would concede to that. Arthur Capello said that the Selectmen  
17 need to vote on the current motion of a \$10,400 cut, if that fails then a motion for the  
18 \$5,000 cut can be made.

19  
20 Selectman Guarino said that ten years ago Chief Robbins requested the third firefighter.  
21 Chairman Lavin said a lot has changed over ten years. Selectman Guarino said we  
22 added a third firefighter to cover through seven days. Then Chief Lockwood takes over  
23 and there has been this discussion since Chief Lockwood. Chief Hempel said you need  
24 to understand that Chief Robbins may have had a full-time personnel on the weekends,  
25 but he did not have two. He brought per diem personnel to fill that other side of the  
26 shift. It is an odd number of people working regardless. Chief Robbins had days when  
27 there were three people working or days with one full-timer working and bring in a per  
28 diem guy. It still was a patchwork of a schedule to accomplish that goal. Probably Chief  
29 Robbins was trying to get into some type of staffing schedule with the third man, but it  
30 never materialized. Chief Lockwood worked Monday through Friday as well.

31  
32 **Fire Department Part-Time Line Item Motion continued:**

33 Chairman Lavin asked to call the Motion to a vote, to cut the Fire Department Budget by  
34 \$10,400, all those in favor of the Motion and all those against. The Motion passes by a  
35 vote of (2-1, Selectman Currier – yes, Selectman Guarino – yes, Chairman Lavin - no).

36  
37 **Capital Reserve Articles:**

38  
39 **Replacement of Fire Engine I:**

40 Chief Hempel said that one of the Capital Reserve Articles is the replacement of Engine  
41 I. Replacement cost is \$475,000. We currently have about \$190,00 in Capital Reserve  
42 Account. The question on that is whether to move forward and put that money as a  
43 down payment on a lease agreement. \$190,000 down payment with a five year lease  
44 agreement with \$1 buyout at the end, would run about \$61,000 per year.

1 Chief Hempel said if a truck was voted in the affirmative, you would not see delivery of a  
2 new vehicle until December of 2014. The way the lease would be set up, the first year  
3 lease payment would be due in December of 2015. Historically we have been placing  
4 \$70,000 - \$80,000 per year in a Capital reserve Account for replacement of those  
5 trucks, you could forego Capital Reserve Investment and just make a lease payment for  
6 five years. You would be saving some. We would be looking for replacement of Engine  
7 II down the road. This would be replacement of Engine I that is housed in the Iron  
8 Works Station. The current Engine I is a 1992 piece of apparatus that has served its life  
9 and ready to be replaced. Chairman Lavin asked how much has it been this last year to  
10 keep that Engine maintained? Chief Hempel said we have about \$3,500 - \$4,000 into  
11 it, we have been fortunate. Although, we are on a "ticking time bomb", a major leak was  
12 discovered from pump to tank piping. It was determined that we really could not weld it  
13 because of the age of the vehicle. The leak has been patched, but no permanent fix. On  
14 the open market to sell the truck, it would bring about \$10,000. Selectman Guarino  
15 asked if it is worth being refurbished? Chief Hempel said that the people in Bradford  
16 have looked at it for reburbishment. They had some concerns about the axel weight and  
17 what it could hold. Chief Hempel said we could look at it, but they don't recommend it  
18 as a "good spend".

19  
20 Selectman Currier said that if we replace this truck, he is not looking to replace another  
21 truck in the near future. There was discussion regarding the use of the current  
22 apparatus and future apparatus for the Fire Department. Chief Hempel said that he is  
23 willing to look at options regarding Fire apparatus going forward. Selectman Currier  
24 said he is looking to get to a point that the Town does not spend half a million dollars  
25 every three or four years on a piece of equipment. Chief Hempel said that the apparatus  
26 proposed is \$10,000 less than last year's proposal. Selectman Guarino asked if Chief  
27 Hempel recommended a lease over a purchase? Chief Hempel said he believes the lease  
28 is a smart option as it will give the option of not increasing the taxes if the Town chooses  
29 not to fund the Capital Reserve Accounts. Selectman Currier said that the lease will be  
30 an easier sell, no question.

31  
32 Arthur Capello said is there a Motion to support a Warrant Article for a new engine,  
33 with taking \$190,000 out of Capital Reserve.

### 34 35 **Fire Engine Warrant Article**

36 **MOTION:** On a Motion by Selectman Currier and seconded by Selectman Guarino, it  
37 was voted unanimously to support a Warrant Article to lease a new fire engine, with a  
38 down payment of \$190,000 out of Capital Reserve. (3-0)

39  
40 Chairman Lavin said the reason he is supporting this, is because it is a Warrant Article  
41 that goes before the people, and they will decide about leasing a new engine. Chief  
42 Hempel said that the current Engine I will continue to run for another year.

43  
44 Arthur Capello said that the SCBA equipment is one more Capital Reserve for the Fire  
45 Department. Selectman Guarino said that he supports the updates for the air packs as

1 mandated. Chief Hempel said the request is part of an ongoing replacement project that  
2 will come to completion in 2018.

3  
4 **SCBA Capital Reserve Account**

5 **MOTION:** On a Motion by Selectman Guarino, and seconded by Selectman Currier it  
6 was voted unanimously to support the SCBA Capital Reserve Account. (3-0)

7  
8 Arthur Capello said that last year there was \$25,000 going to the Fire Command Capital  
9 Reserve. The Chief did not request it, but what is the Board's pleasure? Chief Hempel  
10 said that the replacement date for that vehicle was 2016. By consensus, Selectman  
11 Currier and Selectman Guarino did not wish the Fire Command Capital Reserve Fund  
12 be added to this year.

13  
14 **Fire Equipment Capital Reserve Fund**

15 Arthur Capello also brought forward the Fire Equipment Capital Reserve Fund. The  
16 Selectmen, again by consensus, chose not to recommend funding that account for 2014.

17  
18 **Gilmanton Year Round Library** – Anne Kirby presented information regarding the  
19 Gilmanton Year Round Library, showing the heavy use of the building and services. We  
20 are talking thousands of people in the Library over the last nine months. We are  
21 receiving new card holders the number is up to 1496, and there is like 30 in the last 6  
22 weeks. So it is not like that number is stagnant. A lot of people are coming into the  
23 Library that hadn't used it in the past. You can see the variety of programs we have  
24 offered over the year, with relatively accurate records as to usage. They have not  
25 increased the budget over the 5 years they have been open. It will remain at \$70,500,  
26 we come in close to the budget each year and do not go over it. The Board met last night  
27 and they will Petition the Town for \$52,500. To remind you, in the past when we have  
28 put forward a dollar amount it is based on money that we have already raised through a  
29 grant or donation. We don't have that this year, because we did not get funded last year.  
30 So this number of \$52,500, the Board is going to raise the \$18,000 to make up the  
31 difference. Typically we have raised \$20,000 - \$25,000, so we are relatively  
32 comfortable raising the \$18,000 this year.

33  
34 Since we were not funded last year by the Town, we are not able to receive grants  
35 without Town funding. Grants that can be given out, will only be given if there is  
36 substantial town support for the Library. So we have lost the opportunity to seek grants  
37 this year. Of course we will continue grant seeking if the Town chooses to help fund.  
38 Anne Kirby said that \$45,000 in the past, as support from the Town, was enough to seek  
39 grants with a greater probability of receiving them with substantial Town support.

40  
41 We are able to keep the Library open through March of 2014. We have been successful  
42 enough with our fundraising to do that this year. If we get funded from the Town, we  
43 will have access to that money from July 1, 2014 on. Arthur Capello said he does not  
44 know if the Board of Selectmen will support the funding for the Gilmanton Year Round  
45 Library, but if they are going to support it, Arthur said to just write the Warrant Article  
46 instead of a Petition Warrant Article. Anne Kirby is asking for the Selectmen's support,

the numbers are proving that this is a community used resource, it is not 30 people coming to the Library every month, it is hundreds of people coming to the Library. The use of the Library has surpassed her expectations and it is used by a wide range of people in Town. We would love to keep it open more hours if we had more money. We could easily keep it open longer for the use it is receiving. She believes they need to work harder to get the vote out for the support of the Warrant Article.

Selectman Currier said that he made a promise to the people who voted for him. I promised them and the Library as well, that when SB2 came in, if the Library funding passed this last year, that he would make a motion to put the money in the general operating budget for the Town and it would not be a Warrant Article any more. He also stated that if it did not pass he would not support it. Selectman Currier stated that it did not pass and he is not going to support it. Selectman Currier stated that if you get your vote out this year in support of the Library you will get your money. Anne Kirby stated that I hope you realize that it is a resource that is valued by many in this community.

Chairman Lavin called for a short recess.

Chairman Lavin called the meeting back to order.

Anne Kirby said that they do fund raise, all the time. We have raised \$32,000 this year. It does not come without great effort, but now if we can open up grant opportunities again, I will be honest with you, there are some big grant possibilities. Anne's sister is a grant writer, there are grants there available if we can get creative. Anne Kirby just wanted to come forward and bring the information before the Board. Anne also stated that to continue to be part of the State Library System and inter library loans, they have to be open 29 hours per week.

Selectman Guarino said that you realize the Town has multiple large purchases for funding this year. Anne Kirby said that it does make a difference if it is supported by the Selectmen, Budget Committee or the School Board for the voters, and especially the uninformed voters. Arthur said that anything that involves money with SB2 the Select Board does not have to endorse as a Warrant Article, but the Budget Committee does.

Anne Kirby stated that we passed a \$10,000,000 dollar school budget last year, the Library is looking for \$52,000 for this year, it is not about the money. She wanted to be sure the information regarding the Gilmananton Year Round Library was brought forward and that the Selectmen and the Budget Committee were up to date with the Library's Budget and intentions going forward. A question was asked of Anne Kirby, about how much the amount requested to support the Library would cost per \$1,000 for the taxpayer. She said it is about \$10/\$100,000 for taxes.

**General Discussion** - Regarding increases in the budget. Selectman Guarino stated that with the large increase in retirement and insurance in each Department, that is mandated by the Government, the increases should be part of each Department. Selectman Guarino does not think it should come off the tax payer. Arthur Capello said

1 that is fine, but what services do you want to cut? Selectman Guarino said you do not  
2 need to cut services. The retirement is still increasing each year by thousands to the tax  
3 payer.

4  
5 Arthur Capello said he is tallying up the increases for retirement. Selectman Currier  
6 said the increase is not the employees fault. There is a \$16,000 increase for retirement  
7 for the Town employees for 2014. Does it get to a point where the Town cannot sustain  
8 it anymore, because it increases so much each year? Selectman Currier said he  
9 understands, but this is where you need Department Heads to really look at their  
10 budgets to help compensate for these mandated increases.

11  
12 Arthur Capello stated that after entering the numbers tonight, and this is very  
13 preliminary, the 2014 Operating Budget is up about \$6,900, without Warrant Articles or  
14 employee raises.

15  
16 **Employees:** Selectman Currier asked for a number on how many full-time and part-  
17 time employees the Town has excluding call pay; so that we can look at a number for  
18 raises for the Warrant Article.

19  
20 **Budget Committee:** Will meet October 30, 2013 and November 6, 2013.

21  
22 **Vehicle:** Arthur Capello said that based on mileage from last year that included the  
23 Building Inspector, it would be better to pay the mileage and not use the vehicle. There  
24 is an electrical issue with the gauges so not sure how much money it would cost to repair  
25 it.

### 26 27 **Police Vehicle**

28 **MOTION:** On a Motion by Selectman Currier and seconded by Selectman Guarino it  
29 was voted unanimously to send the retired police vehicle out to auction at 7:40 pm. (3-  
30 o)

### 31 32 **7:45 pm – Non-Public Session – RSA 91-A:3, II (c)**

33 **MOTION:** On a Motion by Selectman Guarino, and seconded by Selectman Currier it  
34 was voted unanimously to go into Non-Public Session RSA 91-A:3 II(a). (3-0 Voice Vote  
35 – Chairman Lavin – yes, Selectman Currier – yes, Selectman Guarino – yes).

36  
37 The meeting room was closed to the public. Present during the Non-Public Session were  
38 Chairman Lavin, Selectmen Currier and Guarino. Town Administrator Arthur Capello,  
39 and Administrative Assistant Stephanie Fogg.

40  
41 The Selectmen discussed a personnel issue.

42  
43 **MOTION:** On a motion by Selectman Currier, seconded by Selectman Guarino it was  
44 voted unanimously to come out of Non-Public Session at 8:02 pm. (3-0 Voice Vote –  
45 Chairman Lavin – yes, Selectman Guarino – yes, Selectman Currier – yes)



1 The meeting room was opened to the public. The Board noted the non-public session  
2 minutes were sealed to avoid adversely affecting the reputation of a person other than a  
3 member of the Board.  
4

5 **Adjournment:**

6 **MOTION:** On a motion by Selectman Currier, seconded by Selectman Guarino, it was voted  
7 unanimously to adjourn at 8:05 pm. (2-0)  
8

9 Respectfully Submitted,  
10  
11

12 \_\_\_\_\_  
13 Stephanie S. Fogg  
14 Administrative Assistant  
15  
16

17 **Approved by the Board of Selectmen**  
18  
19

20 \_\_\_\_\_  
21 Chairman Ralph L. Lavin  
22

23 \_\_\_\_\_  
24 Selectman Brett A. Currier  
25

26 \_\_\_\_\_  
27 Selectman Donald J. Guarino  
28  
29  
30