

**TOWN OF DEERFIELD, NH
MUNICIPAL BUDGET COMMITTEE
George B. White Building
8 Raymond Road, Deerfield, NH 03037
December 9, 2017
MINUTES**

Call to Order:

9:00 a.m. – Chair called the meeting to order

Pledge of Allegiance to the Flag:

Chairman Dill asks all to rise and pledge allegiance to the Flag

Roll Call: Alden Dill, Chair, Members Troi Hopkins, David Carbone, Kevin Verville, John Dubiansky, Phil Bilodeau, James Spillane, Zach Langlois, School Board Representative, Andrew Robertson, Select Board Representative.

Chairman Dill stated that we're starting on time, we've got everybody here. That's a good sign. And way less public comment people than I expected. I thought that we were going to have to make adjustments for public comment and everything else.

Assuming there's nobody that wants to make public comment.

Review of Outstanding Minutes:

Chairman Dill called for review of outstanding minutes. John, I didn't ask you before the meeting, but have you gotten any updates to your last minutes.

Mr. Dubiansky stated that Andrea had sent me a whole bunch. Did you see the final that I sent out?

Chairman Dill stated that he did not get it.

Mr. Dubiansky stated he will resend it. It has been posted as draft minutes but I will resend it out with the corrections for people to look at.

Chairman Dill stated that the last time, the recording secretary is on the case and we have, we were able to approve some at the last meeting. We're moving ahead. Chairman Dill asked if he would take draft minutes to which he stated yes and was thanked for it.

We have backup and record so we should be better.

Chairman Dill stated that he thought that we could skip then to the town budget and police.

Mr. Robertson stated that he would start with the **Police Department**.

Motion: Mr. Robertson moves the police department bottom line in the amount of \$755,462.00

Second: multiple seconds

Discussion: Mr. Robertson stated that he would note that the police chief, Gary Duquette is with us this morning and if there is no objections from the committee, I would yield to him to go through the differentiations of this budget.

Chairman Dill thanked the chief for coming in. I guess what we did at the last meeting that went really well was to just give us a quick overview of what's going on, what's changed, etc.

Chief Duquette stated that the proposed 2018 budget represents a slight increase from the 2017 budget. I **(could not transcribe due to loud rustling of papers and whispers over speaker)** was talking back in October. It was approved so it did allow for a modest increase in wages this year. So that's basically what the increase is in the budget.

Other than that, everything pretty much stayed the same. I did add some money in the line for legal notices. That's what we pay for advertising for positions and there was \$250.00. You can't put an ad in the paper for \$250.00 **(more rustling)** so I just added a little bit.

Other than that, the line for computer technology was decreased by 4700 and some change. We had put some extra money in there in 2017 because we needed to replace our server which as been done so that doesn't have to be there in 2018.

Other than that, everything is the same.

Chairman Dill recognizes Jim Spillane

Chief, do you have a copy of that wage scale that the budget mentions.

Chief Duquette stated that he didn't bring it with him, I can get one for you.

Chairman Dill spoke up and stated didn't we hand that out at a meeting.

Mr. Robertson stated that he distributed that to the committee.

Chairman Dill stated that that was three meetings ago.

Mr. Spillane asked what was the average percentage increase that we **(could not transcribe)** for?

Chief Duquette asked, this year.

Mr. Spillane stated yes.

Chief Duquette stated that he thought probably around 3% off the top of my head. I don't have it in front of me. So, it stretches out over an eleven-year period before it tops out.

Mr. Spillane asked if that was a staged increase.

Chief Duquette stated yes.

Mr. Spillane asked if it were a little bit each year.

Chief Duquette stated that it is but it is performance based. They have to get a satisfactory performance evaluation before they get that so I will be doing a performance evaluation on their anniversary date and then we would go from there.

Mr. Spillane stated that it is an immediate bump for this year because we want them to be level with what jobs are paying.

Chief Duquette stated that that was the whole point.

Mr. Spillane asked if the rest of it is performance based.

Chief Duquette stated that, yes, it is.

Chairman Dill asked if Chief Duquette would speak to that, what you started saying about the problem about where we were.

Chief Duquette stated yeah, we have had this conversation probably since I've been here. Our pay scale for the officers was low to begin with. You know we got it up a little bit. There was a survey, a wage survey done taking samples from really, all around the state. I don't think that, it's not just enough to compare to the immediate surrounding communities, Northwood, Candia, I think we need to look around and see what people are making obviously excluding the bigger departments.

I know I kept the sampling fairly small and we were down there so, you know, I put something together that doesn't really put us at the top but it gets us off the bottom of the barrel and you know, I tried to find some sort of happy medium there that would make us a little more competitive.

Chairman Dill stated also on that, did that include an increase for the chief's position?

Chief Duquette stated no it did not. I advocate for my officers. My position was not included.

Chairman Dill recognized Mr. Verville

Mr. Verville asked when officers choose to leave our department for whatever reason, do we conduct an exit interview?

Chief Duquette answered, we do.

Mr. Verville went on to state, and when we conduct that exit interview, is one of the lines of questioning the motivation for leaving?

Chief Duquette stated, sure.

Mr. Verville went on to ask and what is, how often is salary cited as the primary cause for moving on?

Chief Duquette stated that it is always salary but realistically speaking, look, we're a small department, we don't have a lot to offer in terms of upward mobility, specialization, things like that. You can't compete with Portsmouth and places like that for all those reasons. It's hard, you know, when we do a hiring process, we always find someone that fits in the community like this. He thought that we did fairly well with that but it's hard to keep people. It's not just here. I can tell you talking to everybody around here, everybody is in the same boat.

Chairman Dill recognized Mr. Verville.

He stated that he totally gets that so I just want to lay it out and make sure that we're clear because I'm not going to make any motions to get rid of the pay raises. It's a tough job in a small town for sure. But we should be clear that even if we bring our salaries to more competitive or even competitive or desirable relative to communities of our size, we are likely to continue to see higher turnover rate because we are a small, rural community and young officers coming out of the academy probably have bigger dreams for their careers than being, no offense, I don't mean this for the majority, a small-town cop for the next 30 years.

Chief Duquette stated no offense taken. We are a training ground. Small departments are training grounds. That's a well-known fact.

Mr. Verville thanked the chief.

Chairman Dill recognized Mr. Spillane

Mr. Spillane stated that he thought that he was dead on with his comment about officers coming here and then wanting to move to bigger things and I think one of the things that we have been concerned with over the years is the fact that it seems that we get a lot of officers to come, either straight from the academy or they're finishing the academy and they use Deerfield as a stepping stone and then they are gone. So, I think that you are also dead on with the comment that we need to find officers that fit this community. Do you have anything that you have been doing in the interview process as you been replacing the officers to make sure that we get more long-term officers that the community can get to know and trust and feel confident in?

Chief Duquette stated well, I mean, you know when we do oral boards, you know all that type, that line of questioning comes up. You know, people are going to sit there and tell you that I'm going to stay here as long as you'll have me. You know, they're looking to get a job. And it's, you know, it's tough, you know, in the back of my mind, you know, a young kid is not going to stay a long time. I know that going in.

I do, if I hire somebody new that it not certified, which pretty much what we have been doing, I do a three-year employment contract with them and hopefully from an ethical standpoint, the person stays here.

For the amount of recruiting going on at the academy when they're in there and just, you know, the towns around you are actively recruiting people.

Just in the short time that I've been here, it is so much worse than it was when I got here. Everybody is looking for somebody. And every time you do a hiring process, you're competing with everybody around you, even the big departments. You know, we're hooked into the Great Bay Community College who does police testing, they send out the results afterwards and it's ridiculous. You get the results and we're all sitting at our computers banging out emails to these folks begging them to come over for a hiring process.

And you know, you send out invites and to a physical agility test, ah I can't make it, I'm going here or I'm going there and it's, it's just a constant battle to get people.

Chairman Dill stated so that answered, just one quick question on yours, which is where I thought you were going, is that we are signing a three-year contract after we hire so we're not immediately losing people after the academy because I know that had been an issue.

Chief Duquette stated, hopefully. I didn't start doing that when I first got here, hiring people but the way that it was going. I figure that you either want to stay here or you don't.

Chairman Dill asked what it cost to send someone through the academy.

Chief Duquette stated off the top of his head, thousands of dollars. The academy itself is state funded. We don't pay to send somebody but the time you outfit somebody, and you're paying their salary, sixteen weeks in the academy, we have an eight-week in-house field training officer program. I mean, by the time that you get done with the hiring process, get them in here and get them, you're talking a long time before you can use them on the road.

Mr. Spillane stated that, that's typical with most companies when you bring in a new employee and go through the training. You're not getting paid for the all the training that you put into them until you've gone beyond the year and a half period. I think it's a great idea to sign a three-year contract.

Do you think that we can solve this with salary alone?

Chief Duquette stated that no and you are not going to, I think, you know, salary is part of it and it helps but I've watched people from towns around us leave to go somewhere else, even to another small department for another \$5,000.00 a year only for the money. But they really aren't gaining anything from that so think that it's part of it but it's certainly not going to get past the whole small-town lack of upward mobility and those types of things.

Chairman Dill recognizes Mr. Robertson

He stated that he just wanted to note that the conversation around this area has always been focused around our new officers, but I would point out that the chief has an excellent core of three or four officers at this point that have been with us long term who are committed to the community, at least one of whom lives in the community and I am assuming that the chief's concern and the Board of Selectmen's concern is that we also hang onto these guys because these guys are not at the end of their careers by any stretch of the imagination and are regularly recruiting as well and we see some importance to the three or four folks that we have that have been with us long term.

Chairman Dill asked if there were any other comments for Chief Duquette.

Chairman Dill recognized Mr. Carbone

Mr. Carbone asked, Chief, in your opinion, what would be the second most important thing to retain the officers other than salary.

Chief Duquette answered that if you can offer some decent training and if somebody does want to specialize, you know we're got drug recognition experts, we have accident reconstruction experts, there are things that you do with people that allows them to specialize in something. I think that goes a long way. Training is probably the biggest thing.

I have to tell you, for those of you that have been there, our facility is an embarrassment quite frankly. And when you are trying to bring people in here, you have to bring them inside this building that we work out of, you can see the looks on their faces, it's really tough. It might sound silly but that sense of pride, of ownership of working out of an adequate facility goes a long way too. I understand that it's kind of irrelevant. We're not going to solve that today but...

Mr. Spillane stated that it wasn't irrelevant, it's part of the whole length of discussion here. We have actively tried to get facilities.

Chief Duquette stated that it's tough but that's a big factor too. It really is.

Chairman Dill recognizes Mr. Verville

Mr. Verville stated thank you, thank you Chief. We ought to appreciate the realities of what a three-year contract means in practice. So, first of all, for a three-year contract to be effective, it has to have a "Do Not Compete" in it. If the Chief tries to get somebody to sign a contract that if you leave before three years, you can't be a police man for "X" amount of time so that the penalty of leaving early. Nobody would sign that contract. Right, that's the reality.

And if somebody works for six months, twelve months, twenty-four months for our department and chooses to move on to another department, for someone to work somewhere they don't want to be, especially in the position of a law officer, obviously is fool hardy. Clearly the Chief has indicated people want to be here, there's not much push back for those reasons.

So, it's a nice, little thing to say, you're committed to us and we would like you to keep your word, really the three-year contract position doesn't have a lot of teeth.

Mr. Spillane stated there aren't no teeth really.

Mr. Verville stated Chief, I'd like to thank you and your predecessor for the majority, have been very candid with this committee and if anybody has not toured the police, fire and rescue facilities recently, I would strongly encourage you to do that. I have done that. They are very open and welcoming to allow people to do that and if you have not done that then you really should to get a thorough understanding of where we are and where we probably need to go.

Chairman Dill asked if there were any other questions on the salary line. I wanted to skip to a different line. Can you give us a brief update on the cruiser? It looks like we are increasing the expense this year. On the cruiser line, are we buying a car, what are we buying?

Chief Duquette stated that it is the same as was in there last year. I think I added \$23.00 to even it out.

Mr. Spillane asked what he thought that the actual might be because we got a deal last year on the car.

Chief Duquette stated so we increased it last year to get closer to the amount that the cruiser actually cost us because we're trading in an old one. I never know what I am going to get. So last year we made out fairly well. That's why you see money left over on that line.

Chairman Dill asked what we were buying?

Chief Duquette stated this year we will be buying a SUV, Explorer SUV.

Chairman Dill recognized Mr. Langlois

Mr. Langlois stated that he had a question in regards to that. Maybe this is for the Board of Selectmen but we were talking about some of the other departments, either Animal Control and/or the Building Inspector possibly needing new vehicles upcoming in the future. Is there anything left to the retired cruisers where they can be converted to **(multiple people speaking so could not transcribe)**.

Mr. Langlois continued that a SUV seems like a practical vehicle for both departments.

Mr. Spillane stated that they have to have so many miles on the engine.

Mr. Langlois stated that that is where the question rises.

Mr. Robertson stated that they have attempted to do that in the past and to some extent it has worked and to some extent it hasn't. Before the truck that he has, the building inspector had another cruiser, a Ford model that we thought was a little worn out, turned out it was so worn out that the door posts actually let go while he was going around a corner in the center of town and lost a door. To that point, the driver's side door.

Since that time, we sort of moved away from that. We don't have an Animal Control vehicle at this point. Even though it's not in this budget, the Chief could probably speak to that if there was a suitable vehicle

that we could use for the building inspector when we retire a police vehicle, we would certainly consider it.

One of the reasons that the Board of Selectmen have felt it is important to consider SUVs in the mix as well as just standard cruisers is that we end up responsible for calls in two large state parks that flank Deerfield on both sides and depending on what's happening, it's nice to have a SUV-type vehicle, never mind the weather and the back roads in Deerfield. Middle Road, Mt. Delight Road, certainly in foul weather.

Chairman Dill stated and if we got that much in trade, I guess that would also offset the driving of the SUV.

Mr. Langlois state \$6,000.00, basically. Is that the quote that you got?

Chief Duquette stated that it was \$7,000.00.

Mr. Langlois stated, which isn't much money in the grand scheme of things and if it is able to be used and can get two years out of it and put a replace another vehicle.

Mr. Robertson stated that they certainly take a look at them before we surplus or trade vehicles.

Chairman Dill recognizes Mr. Spillane

Two quick things, one was the \$7,000.00 after the cost of removing all the police equipment or was it \$7,000.00 and we have to pay to have that all removed and stripped out.

Chief Duquette stated, no that's just the cost of the vehicle itself so the removal and the outfit of the new cruiser was above and beyond.

Mr. Spillane stated that is what he though and secondly one of the things we had discussed before because when this topic always comes up it's not a matter of how many miles they put on a vehicle so much as how much engine time. Zach is very familiar with engine time in his line of work. We've asked to have a meter put in the cars that runs that counts engine time, engine hours. It's very important with these vehicles because they idle long times on details and things. Is that something that we can start doing?

Chief Duquette stated that it is part of the instrumentation that it will give...

Mr. Spillane stated that we are metering engine hours.

Chief Duquette stated yes.

Mr. Spillane went on, so, we would be able to get a better grasp on whether a vehicle is better suited to pass onto another department because we would be able to gauge how many engine hours there are and whether we want to put money into maintaining that vehicle or not.

Chairman Dill asked if there were any further questions on the police line.

Chairman Dill recognized Mr. Carbone.

Chief, would there be any cost advantage to replacing some of the vehicles with a sedan instead of having SUVs because it seems to me we always used to get by without SUVs and the town still ran so I don't understand why we have to have so many SUVs.

Chief Duquette stated so we have three front line, marked cruisers, two of them are SUVs and one of them is a Ford Taurus sedan. So as this rotates through, I replace the sedan with another sedan. I don't get another SUV. So, there is one sedan in there, in the cars that are on the road.

Chairman Dill asked for further questions on the police line.

Vote: Yea 10, Nay 0, Abstained 0 – Motion Carries

Chairman Dill thanked the chief very much.

The good news that only having two departments coming in is that we know who is coming next.

The page is 37, note the new handout is 34.

Mr. Robertson stated that 37 is the Fire and Rescue. As I mentioned earlier, it's a little bit confusing. You have a singular Fire budget and a singular Rescue budget so you can track the history and see what's expended this past year and was budgeted in prior years. And then the actual budget sheet for 2018 is the 4220 line which is Fire and Rescue combined. And that is what we are moving for 2018 expenditures for the two departments.

Motion: Mr. Robertson moves the total Fire and Rescue budget in the amount of \$398,820.00

Second: Mr. Langlois

Discussion: Ms. Hotaling stated that wasn't the number she just found on her new sheet. Members of the Board helped her find the correct number.

Mr. Dubiansky asked what the run date was on Mr. Robertson's paperwork. He stated 12/9/17.

Mr. Spillane stated that his was 12/4/17.

Chairman Dill stated that this was the new handout that John gave out at the

Members found the correct handout.

Chairman Dill stated that John handed it out when we first got here, a four page. He asked if Mr. Menerd got it and he replied that he didn't.

Chairman Dill asked Mr. Harrington if he had any spares.

Chairman Dill asked if everyone was caught up with the new ones.

Chairman Dill recognized Mr. Robertson.

He stated that he would note that the fire chief pro temp, Matthew Fisher is with us and he will be taking over in January from retiring chief Mark Tibbetts who's also with us and Cindy McHugh of Rescue is with us as well. But at this point I would defer to Matt Fisher to review what he would like to propose for the budget for 2018.

Chairman Dill stated Good Morning. I'm guessing you have this all laid out. We might as well get started.

Mr. Fisher stated that obviously this is my first time in front of everybody so if there are any missteps, please excuse them and certainly any guidance to keep with proper procedure I will try my best.

I have eluded to the idea of full time employees which is a controversial topic in town and will start with that line and why I foresee that being needed and will start there.

In my professional opinion, with my years of service and experience with the Deerfield Fire Department, I see shortcomings with response and other fire department related duties next year. With the present structure, when the current chief retires, gaps will be created and preventative measures need to be taken to help fill these gaps.

The largest gap that I see is Monday through Friday, with the working hours while the vast majority of the community and members of my own department are out of town at their full-time jobs. Although I do foresee and look forward to new members of the department to join and others to return and have heard that will happen, we'll still have the same problems with members out of town during the day creating very large voids in response capability to our community not only in emergency situations for both fire and EMS in fire prevention, fire and life safety inspections which are crucial tasks the fire/rescue department needs to take part in, in filling our role with keeping the community safe.

The next step of that when I approached the Board of Selectmen about the budget, we talked about two full timers. When this all happened, probably October, when the conversation started publicly. The Board of Selectmen gave me approval to move forward to hire two full timers and start with that process.

Did a little more, in depth review and considering hiring new employees for a full-time position that we never had, never created a job description before that seemed a little quick to try to get it done in two months because it's here that we are talking about somebody's career. That's something that you want to set up right. Also in the proposed budget for this year, not getting done, at least not in that month anyway.

The next conversation that was brought to me as well, if this budget moves forward and in March, approved, that leaves a gap between January and March where we're still going to have these open positions and then for March, we would still have a hiring process.

So, if you look under the fire/rescue part-time employee line, we're moving forward with hiring two part-time employees to fill that gap.

Mr. Spillane asked if Mr. Fisher could point them to the page and the line. Just to make sure that we are looking at the

Mr. Robertson stated that it would be page 37 and line ending with 111.

Chairman Dill stated on that where you're looking to hire two part-time before getting the two full-time.

Mr. Fisher stated that is a stop gap measure to get, still fill the needs between January 1 and when those full-time staff are hired. The part time line has existed before because we pay our current compensation system for the call members.

Mr. Robertson stated that \$60,000.00 of that line, I believe is set aside for, \$59,000.00 is existing for stipend, on call duty.

Chairman Dill asked if that is how it is currently set up?

Mr. Menerd stated that he just wanted to comment that as we are going through this, because backup was actually provided to us, having that in front of you makes it a lot easier.

Chairman Dill recognized Mr. Spillane.

Mr. Spillane thanked Mr. Fisher for being here and for explaining to us the need for the two full timer employees for the fire department.

I have heard from a lot of people in the community, like me, have every faith in you, being able to bring the force back up to where it stands, where it should be and the objection that I am getting from most people is not that we're trying to do it, it might be an inevitability but that the two full parts to this I am objecting to.

One, it's not a warrant article that can go on separately and

Two, and it is what we have done before with brand new positions or changes in the way that we have traditionally done things in Deerfield. This is both. This is a divergence from the community the way it has always been run and losing some history to an extent away from an all-volunteer fire department and there are a lot of people that are troubled by that. There are a lot of people that are confident that there's enough people to volunteer once things get rolling.

But the other objection is that the two full time people aren't going to make enough of a difference with two people and they would rather see this separately voted on, able to be addressed as a warrant article and give you one full year that maybe that this year is not the year to do it but think about it for next year and give you one full year to see if the fire department as a fire department comes to as a level of employees and availability during the day before we move to that extreme of moving away from the volunteer fire department that has always been a part of Deerfield.

Chairman Dill asked Mr. Robertson if that is more of a selectmen's response or...

Mr. Robertson stated that he, that's it wonderful for the budget committee to pass on thoughts like that but I think that the bottom line is that it is the budget committee's responsibility to approve, disapprove, amend the number here. Obviously, we're interested in the budget committee's opinions but the select board is concerned about the potential gap. We have conferred with Matt in detail about how schedules would be set up. As Matt has pointed out, even if we get the significant number of volunteers back, the volunteers that we get back are active, able bodied adults and that are in Deerfield from 7:00 to 5:00, Monday through Friday is still likely to be very slim.

In terms of what you hear from the community, I have certainly heard from people who hold the fire department near and dear to their hearts, about similar concerns that Jim has expressed. I've also talked to a number of younger, newer families in town who had no idea that Deerfield didn't have its own ambulance and didn't already have full time firemen and rescue people. I think to an injury at the athletic field where a large number of folks were just floored that we didn't have paid, rescue staff that responded and that we didn't have an ambulance. People were saying, where is our rescue truck, where is our ambulance. It was explained that depending on who is in town, you may see local rescue people, you may not. You may have to wait until some from Raymond shows up and if someone from Raymond is showing up, the Raymond Ambulance, you'd better hope that there isn't a large car accident on 101 between Candia and Raymond because Deerfield might not be on the ...

Chairman Dill stated that he was actually there during a broken ankle at Bicentennial and I, Andy's right, I had about 15 or 20 new families here. Well, we have the ambulance in town, why isn't it here yet. It's right down the street. I explained that it wasn't.

I think one question Matt, a lot of people are going to ask, so we might as well hit it off, what do we have for numbers, back up information on call response rate, etc. that would benefit from the full time.

Mr. Fisher stated that he thought that Andy had some back up information that he can pass out that I prepared.

Chairman Dill asked Mr. Fisher if he wanted to explain what the Board was looking at.

Mr. Fisher stated so there are two separate pages, one is marked fire calls response analysis and the other one is EMS calls response analysis. I tried to do a yearly survey from 2014 through 2017. I haven't gone through 2017 yet but the EMS side was brought up **(can't transcribe due to excessive paper noise)**.

For the most part, set up the same. So, you see the year starts off with total fire runs, **(too much background noise to transcribe)** total runs, rock that's our Rockingham County Dispatch, they provide our dispatching services, they categorize our calls, which I **(loud sneeze)** anything marked EMS is strictly medical emergencies, and other numbers are fire, rescue, and joint activities.

So, EMS side is strictly EMS calls and fire side is car accidents, fires, cat stuck in a tree and things like that.

Then each year is set up the same. Fire side if there was only one member that responded, two members, three members, four, and so on and so forth. The first column is total number of calls, then the percentage. To make it a little bit easier to read .08 is on the first line but used 8 on the rest of the percentage line.

Chairman Dill asked on, on these no response, one member, two members, etc., are those, is that how many people could show up or did show up to which Mr. Fisher stated that did show up.

And from this, why did we

Mr. Spillane stated that he needed a clarification. The percent responding, is that the percent of the people that you needed to respond or people that were suppose to be available to respond.

Mr. Fisher stated that that was just...

Mr. Spillane stated so if you have a pool of "X" number of volunteers, and .2 responded, .02 responded so you got 2 percent or whatever, was that that you needed two people to show and of only one partial person showed up or are we talking about a percentage of the entire pool of fire fighters showed up and did you have the coverage you needed.

Chairman Dill stated that he thought that Mr. Spillane was reading the information incorrectly. 26% of the calls one EMS member showed up, 44% of the time.

Mr. Spillane stated, that's how it's set up. More interesting to me, I think, would be a number that showed us we needed to have "X" number of people at the call and we only had

Mr. Fisher stated that every call is different so that would be a little tricky to come up, so to speak, ...

Mr. Spillane stated but how do we know when you are short-handed, that this might be a problem if we can't see that kind of a number. This way it looks like every

Chairman Dill asked Mr. Spillane to give Mr. Fisher a chance to a response.

Mr. Fisher stated that typically on an EMS crew or ambulance crew, Raymond Ambulance will come with two members so if we can get two members on an EMS call, that would be that one person to provide patient care and one person is getting patient history, that sort of thing. I would say that that would be a good goal to shoot for on a typical EMS call.

Now if you get a more serious EMS call where you need three or four more people, cardiac arrest, multiple patients, you need more people.

Chairman Dill asked if there were any other ones that show when you had to re-tone to get people.

Mr. Fisher stated no.

Mr. Spillane stated that that is what he was kind of going at.

Mr. Fisher stated what he could also say is that part of this in the budget, different line is software system for the fire station. We currently don't have one so that would in the future, certainly be something that would help with

Chairman Dill recognized Mr. Verville

Mr. Verville stated to that point, that exact point, because this discussion has been kicking around at different levels for quite some time. And while I appreciate there is no software to collect that data, it has been requested repeatedly of the department, both police, fire, and rescue to the best of their ability log these things so that when this came back again, and here we are back again, I'm not arguing for or against, I'm just trying to get facts out to in order to make a reasonable decision and we're told we don't have the software to collect the numbers. I mean, you don't have to have software to collect them. You collect them manually.

I appreciate the backup, totally get it but the question on the table as I understand it, is full time firemen, Monday through Friday, 7 to 5. That's basically how I have heard it framed. So is there backup data that demonstrates either decline in response within that window or increase in need or an inability to respond as we have historically to demonstrate the need in that window.

Mr. Fisher stated those specific time frames, I don't have that data and it would be pretty hard pressed with our structure to come up with that information broken out like that. I have spent quite, all this information was gathered by hand from all our paper documents. So, there are some realistic limitations to what can be done by hand, getting stuff done going through four years of information in different categories some may or may not be expected to be presented.

One topic or one information regarding the Monday through Friday with fire response. Most of the times we are very limited to our fire response during the day. There are two highway department employees who are members of the fire department, not always available, not always around. We have a couple full time firemen who work differential shifts so they might be around one day, they might not be around other hours.

Chairman Dill stated full time firemen for other towns.

Mr. Fisher stated yes. We have a couple of members of our department that work various shifts, nights, days. They might be around for two months during the day, three days a week and then work nights or vice versa. So, the few things we can look at, I would have to say Chief Tibbetts is the most stable member of our department. I think that's fair. He's around the most. And one of the categorizing things I broke out was basically the chief, every year it was him, four or less including him.

I forget which one mentioned is going to be two enough. Someone raised that question.

Mr. Spillane stated that it was him.

Mr. Fisher stated that NFPA1720 is a national standard that this revolving around volunteer/call departments. A community this size should be able to produce 4 to 6 **(not able to transcribe)**

For the most part, stepping forward to next year, if you review this information. I know you just got it so it will take time to digest your review.

I broke out how many percentage of times they'll be only two or less people, three or less people, so if we have those two already, if we're able to gather two or three from our call staff during the day or other times that will get us to that goal which is a good functioning number to handle a majority of the incidents involving the fire department.

There has always mutual aid, automatic aid but that again, is another community and those people have to be available. Except for one surrounding town of us, all have full time staff. Most of the time that helps with their calls during the day so they could be out on their own call and their volunteer force may not be available to assist us.

Chairman Dill asked which town doesn't.

Mr. Fisher replied, Candia.

Chairman Dill recognized Mr. Langlois.

So, I have a number of questions if I could go through them.

You talked about one of them being mutual aid, so right now, do we rely heavily on mutual aid to help when we have an incident now?

Mr. Fisher asked with the fire department?

Mr. Langlois stated with the fire department and EMS.

Mr. Fisher stated so we contracted with the ambulance service down to Raymond so they come every call. Certain areas of town are a little further away from Raymond so we bring in another community automatically to cover the ambulance. That stands with the fire department as well. In certain remote areas we request another town. Let's say for Bear Brook State Park, with Allentown on automatic. Technically the northern part of town near the Epsom line, that Epsom responds automatically because it is quite a distance for us just to get there.

That would be the case of automatic aid. Mutual aid, that would depend on the incident.

Mr. Langlois stated that when I look at the EMS calls, if I am reading this right, we had 8 non-EMS response calls.

Mr. Fisher asked which year to which Mr. Langlois replied, 2016 because that is the last full year we had.

Mr. Langlois went on to stated that in 2016, Deerfield had 8 calls where Deerfield couldn't provide EMS response.

Mr. Fisher replied yes.

Mr. Spillane asked if he could follow up on that real quick.

He asked if we couldn't or that it was handled because it was out by Epsom or somewhere else where someone else could respond.

Mr. Fisher replied, no EMS response by the Town of Deerfield. That was the information that I got from Rockingham from the call log and I reviewed our book numbers at the station and couldn't find a log at the station for that call.

Chairman Dill stated and it seems like it is pretty, nine in 2014, twelve in 2015; it's been a pretty constant number.

Mr. Spillane interjected to say that the question that I am after...

Chairman Dill interrupted Mr. Spillane, hold up a minute, Zach's got the floor here.

Mr. Langlois stated that we had 8 calls, I'm just looking at 2016, where Deerfield didn't respond regardless of where it was in town. We should be able to respond to all of our calls. Correct? Ideally.

Mr. Fisher stated that that would be ideal but it is also not uncommon for communities in our area to call in mutual aid time to time when a first call, second call or no one is around.

Mr. Langlois asked is the majority of responses, and I believe I already know the answer to this question, but are the majority of our responses, for EMS and/or fire especially during those daytime working hours, are handled by, say, four people combined between the two separate departments? Or five people? Is that a fairly safe assessment?

Mr. Fisher stated that that would be a fair assessment.

(Mr. Fisher and Mr. Langlois trying to speak over one another.)

Mr. Fisher stated that there is a core group of individuals that handle the majority of the calls.

So, the hours you are looking to place full time help on or dedicate staff on, I'm looking at that and also now looking at my concern in a lot of cases, the well-being of the students that we have at the school.

So now I am stepping away from my budget meeting member and being school board member. So, when I look at that, the hours that you need to cover are also the same hours that we have 517 children in the school also a 100+/- staff there.

What concerns me is that we don't necessarily have coverage that coincides with the hours of operation of that facility, so when I see non-calls, stuff like that, that creates a bit of a concern for me. We have six hundred plus people in the building at any given time from 7 to 5, Monday through Friday. But the building is always operating but that is when our core, that is when the building is fully occupied.

So, this obviously, the first thing that this does is reduce the response if there was an incident at the school. We would have coverage at the school basically you could have a response to the school if you had the staffing that you are looking for within 5 minutes, 4 minutes.

Mr. Fisher stated depending on the incident, it would certainly be an initial response, certainly more accompanying personnel would be needed.

Mr. Langlois stated that I'm thinking medical as well as anything else because I don't want to think about a fire.

And that staff could be out and about taking care of department functions, so no guarantee that they are going to be at the fire house.

Mr. Langlois stated but the likelihood would be drastically increased.

Mr. Fisher stated that one thing he looked at was so, like when we are at the fair, we staff the fair 24 hours a day so we have some pretty realistic response times of if we're at the fair if we had full time coverage. The staff was there,

We had a car accident and the crew got out the door from the fair in a minute, minute and a half. This past structure fire, it took nine minutes to get the first truck out to head up to Mountain View Road so there is certainly a gain there in response time with the capability of having a couple of people around the station.

Chairman Dill stated that he had one quick one. You say other department functions, Chief Tibbetts has always been in town to do, he does a lot of department functions during the day but can you just speak real quick to the department functions that would be filled by a full time.

Mr. Fisher stated that so, whoever doesn't know, I work full time for my family business. I am out of town quite a bit or I'm in the town in the office. So, I'm not always around. I will not be able to take care of all the life safety inspections and general certificate of occupancy inspections, all the other duties the fire chief or a fire officer, the fire department needs to take care of too. Do fire prevention, all the tasks involved. So that is, are things that I would look for, for the full-time staff or part time staff for someone to assist me.

Chairman Dill recognized Mr. Langlois.

Mr. Langlois stated that he had a couple of others. So, I genuinely support what you are trying to do but I'm also curious, when you look at the people that you are proposing to hire, they are full time fire fighters/EMTs. Are they B's or I's or do they still use those designations or

Mr. Fisher stated so I would like, so they no longer use B's and I's, there either basic or advanced so I would look to have at least one advanced. The other one a basic would be fine.

Chairman Dill stated which would increase our EMT response time?

Mr. Fisher stated so the more certifications, the more procedures you can do. We rely on thru 911, they have a coding system so Rockingham would automatically start a paramedic intercept vehicle out of Exeter Hospital which is common for this area of the state who comes with paramedics if they are available.

Mr. Dubiansky stated with more wizardry you are allowed to perform the higher your license goes.

Chairman Dill asked if there were any questions from any members that haven't asked a question yet?

Chairman Dill recognizes Ms. Hotaling

I am just looking at the new detail we got and I know that you are trying to cover the three month period where maybe we have to go to part time but maybe becomes full time, and it seems as if now we have these new numbers, all the money from previous years, the \$59,000.00 is still in there, there's \$80,000.00 for full time people as if they are here a full year and there's \$56,160.00 for part time people as if they're in for a whole year, so I know you want to keep the line items but why do you put in a full year for things that seem to be one or the other.

Mr. Fisher stated that we will probably have to defer to the Board's selectman for the budgetary with that.

Chairman Dill recognized Mr. Robertson

Sure, I can offer you some idea of what we are trying to do.

As Matt explained, we have a gap here. We will need to have part-time people to go into this. We're also falling behind hiring full time people.

That said, if for some reason we hire two part-time people, we are advertising for these part-time people right now, if we hire part-time people and 35 level II certified fire fighters rejoin the volunteer fire department in the next three months, that sort of thing, the Board of Selectmen may take a look at this and say, maybe we don't need to go with two full time people.

But we have no such certainty that any of those changes were to happen to budget for the game plan that we have in place now, we feel it's imperative. We're still going to have the volunteers so the \$59,000.00 is there for their stipends and their participation. We feel the need to move forward with part-timers and we very definitely want to budget with the incoming fire chief plan to hire two full timers. So, that's why we have it budgeted here. There may well be some overlap. We may back track and say okay, we don't need that part-time money. And if that's the case, very likely it will all be returned to the general fund to reduce taxes at the end of the year.

Ms. Hotaling stated that she may want to talk about this a little bit. I've asked this question before, but I don't really know the answer. For New Hampshire Retirement System, what's the definition of full time where you start getting that 29 or 33% or whatever it is contribution to the retirement system.

Mr. Robertson stated that he didn't recall exactly but the town administrator may. To my mind it is somewhere between 29 and 32 but there may be a hard fact.

Ms. Hotaling stated that she would suggest that if you are hiring part-time people that you make sure that they work fewer hours than qualifying for the retirement system.

Mr. Robertson stated that, that is our general intent I just don't have the hourly...

Chairman Dill stated that he thought that John did.

Mr. Harrington stated that he contacted the Department of Labor, they do not have a definition for full time or part time. They, on their website, I talked to someone in person and they are reluctant and will not give you a definition. It is dependent upon the employer.

Ms. Hotaling continued so I guess in just my way of thinking, I have trouble understanding that if we got these two, part-time people, why we wouldn't then wait long enough to see if this is covering 30 hours each, if you have some overlap but not everybody here at the same time. Why wouldn't you see how that's working before you fully budget the other \$80,000.00. Again, it seems redundant to me.

Mr. Robertson stated that he could respond. I think that the reason we are doing it is that we have a game plan that involves two, full-time people. We have no idea exactly how this is going to transition. It's a new thing for Deerfield, a new thing for the Board of Selectmen, it's a new fire chief. We feel that it's imperative that we budget appropriately to enable us to follow the game plan. If we don't put the money in for full-time people, we're going to have to wait twelve months and if everything goes to heck in a hand

basket in March or April, we don't want to put the community at risk for the rest of the year. The present game plan we're looking at is to start part-time and attempt to hire full-time fire/EMT people.

I would mention quickly when people are curtailed about the full-timers, Matt mentioned that we have a core of people that respond to things in Deerfield. The core is sitting in this room. Cindy McHugh and Mark Tibbetts right now are primary responders for fire and rescue. Cindy for rescue, Mark for fire. They both happen to be in town.

Mark is retiring January 1st, there's a good chance that he will be well south of here almost immediately. He's not going to be here.

Those of you that don't know what a fire chief does, he does virtually all the inspections, certificates of occupancy, furnaces, school safety and public buildings safety. Just because Mark is Mark's here.

He does a lot of building maintenance which is part of his other job. He does snow plowing around the fire department and we have more than one, he handles snow removal and maintenance on water holes that are spread throughout the town.

Mark leaving is going to leave us basically **(coughing)**. John is here and when his schedule allows, is also one of the core members.

With regard to Cindy, Cindy is the face of Rescue in Deerfield and you better hope that Cindy never gets a really bad flu or breaks her ankle or anything like that because this will be a hole in rescue response if she does.

The Board of Selectmen, this is specific to the questions that anyone asked about the numbers but taking a look at this, Mark retiring, having one or two people respond to virtually all our rescue calls, we feel it's in the best interest of the community to budget for the plan that we put together with the incoming fire chief and that involves two full-timers and the part-time as we budgeted. Like I said, there may be some overlap, there may be some back packing from this point but we want the funds available to follow the plans we put together.

Basically, I think that the bottom line is safety to the community.

Chairman Dill stated that I know that we have a backlog of questions here but I wanted real quick, line 110, where are the benefits, etc. in the budget. I just want to get this nailed down in case other people ask the question.

(Many people talking over each other)

Mr. Robertson stated that what's in the salary line is straight salary.

Chairman Dill stated that is what I wanted to clarify.

Chairman Dill recognized Ms. Hopkins.

Ms. Hopkins stated that she had two things. Is there anyway to know how many first responders are trained in our community?

Mr. Fisher asked if he knew how many fire/ems professionals we have on the department or others who live in the community?

Ms. Hopkins stated of those that live in the community that are certified as first responders. I know that the school probably has some. Just a database, just wondering. It's just knowledge information not an ...

The state would have a list of everybody in the state that is certified as an EMT. I don't think that would be public or public knowledge, to me. And that would be the same for anyone that has a fire cert. The state would have a database but I don't know if that is something that ...

Mr. Dubiansky interrupted to state that it used to be searchable but I believe now since they have gone to a registry state, that went away.

Ms. Hopkins stated, and I hate to, I value the fire department significantly so it feels very uncomfortable to think that, no I'm not voting for that because I respect what Mr. Tibbetts has completed and accomplished. I respect that he is probably a person and a half. But I'm with Ms. Hotaling when it comes to this. It's really uncomfortable to think about this to hire two people to replace what we don't know will be successful. And I know our last significant structural fire was a Sunday morning which wouldn't apply to these two full timers without overtime applying to them.

Mr. Robertson stated that he would like to ask one question if the Chief or John could answer how many people showed up initially at that fire on a Sunday morning.

Ms. Hopkins stated a significant amount of mutual aid.

Mr. Fisher stated yes which would be expected with any fire that we would have.

Chairman Dill stated that especially on a weekend when we have more people in town.

Mr. Robertson asked if he could comment with the amount of Deerfield fire fighters active there initially.

Mr. Dubiansky stated that initially it was small and a couple things that I wanted to say about the whole, the questions that people have been asking and trying to get the incoming chief to nail down needs and I think that what you need to understand really is, per calls. Even with the new software that we are going to buy, it is really going to be provide that. If the fire alarm goes off at the school, one person can solve that with one finger.

If we roll off on a colonial with smoke showing from two floors, we need a whole bunch of people. And then there is a whole range in between and it's difficult to nail down how many people you're going to need on a particular call.

A car accident with no entrapment we can handle with three or four people. A car accident with entrapment, we might need six, eight, ten depending if it is 100 degrees or if it's a zero-degree day. It's a very complicated number to throw at.

So is response time. I do believe that adding full time or part time members will help our response time seven days a week because what ends up happening is, even with for me, yeah, I work in a twelve on, schedule but if I get, but I am in town on a Monday, and we have four calls, and I was planning on doing my shopping that day, now that gets pushed onto a Saturday or a Sunday.

And so, if you have people at the station, taking some of the burden off Monday through Friday, that lessens your fatigue on your members. That lessens the amount of time that they have already given up. They might be more available to come out on the weekends.

I'm in the camp of wanting to like to see a warrant article but not enough so that I would be comfortable with changing the selectmen's proposal as it is because it is a very complicated thing and we just have to sit and see how it feels.

I understand exactly what Ms. Hotaling is saying to see how many people come back, see how it works out with the schedule that the chief sets up. That way he gets hired first. See how that helps us with calls. See if that gets people to be able to come out more often. There's just a whole lot that we'll have to learn from experience because every call is different. Every year is different. We've had busy, busy years, followed by fairly slow years. It's, we don't get to tell people when and when they can't call 911 or why they are going to call us. So, it's going to take a couple of years to see how it feels.

Chairman Dill recognized Mr. Spillane.

Thank you, Mr. Chairman. I have been taking a few notes because I had some questions pop up as we were going through things.

First, I want to say, as I said when I first spoke, I'm not objecting to getting two full time, fire employees, I'm objecting the way it's being done in the budget because I think that it leaves the people only one option. If they totally disagree with it, moving the town to a full-time fire department, they have to reject the entire budget and I hate to see the work that we've put into the budget hinging on a bunch of people in town who don't want to go to a full-time fire department and basically, we've put them between a rock and a hard place. They can either accept the full-time fire department when they don't want it or they can reject the entire budget so that it doesn't happen.

Chairman Dill stated that he thought that right now our line here is we have the budget line and we can't go too far out.

Mr. Spillane stated that he thought that it should be a warrant article and I think that there is plenty of time still to draft the warrant article because they aren't due until January.

I do have a question for Andy is how is that you are advertising for part time already and we don't have a budget passed or for part time. How is that being done?

Mr. Robertson stated that well, we don't require approval to do that because we have a part time line in the budget that is funded right now and that was a decision the Board of Selectmen made to work with and the primary reason we're doing that in recognition of the hole that Chief Tibbett's retirement is going to leave us in.

Mr. Spillane stated okay, that answers that.

I think that if we're going to put something in this budget and move slightly towards a full-time situation, I would be less objective to putting some part-time employees that are paid into the budget and leave those full-time employees to a warrant article and for that reason I am going to make a motion right now

Motion: Mr. Spillane moves to remove \$80,000.00 from the full-time employee line

Second: Mr. Verville

Discussion: Chairman Dill stated that we have a motion so now we are going to speak just to the motion. Kevin, I know that you have been itching to speak. Do you just want to speak to the motion now?

Mr. Verville stated that it's his motion, he gets to speak first to the motion.

Mr. Spillane stated that he would speak to the motion briefly because I think I already did most of it. I think that \$80,000.00 should be put into a warrant article along with the benefits that are attached to

that \$80,000.00 so the equivalent should be removed from the FICA line that would follow that \$80,000.00. I believe that the town has a right to weigh in on this. We're talking about restructuring a core part of this town. I think that the people should be listened to and give them a chance to voice their opinion on moving this way. I think that the idea to bring in some part-times while the fire department is restructuring and maybe try to see how many volunteers we get, it might be a good idea this year and I am okay with that and I think it is a good way to move forward without putting too much as risk. That's why I would leave the money in the part-time employee line but remove the full-time employee and hope that gets put into a warrant article.

Chairman Dill recognizes Mr. Dubiansky.

Do we want to open this motion to either one of the department heads that are affected by this?

Chairman Dill stated not yet. First, I want to see what the budget committee speaks to it. And then I am going to hit the pro temp chief because this is going to affect him immediately but I have been remiss, Kevin has been, wanted to put some time in here so feel free to speak to the motion.

Mr. Verville stated that he couldn't fully speak, the motion because I have a lot of questions. We've covered a lot of ground. We've had a lot of people make a lot of statements and I am not convinced that the statements are correct. So, before I speak to the motion, I'd like to ask a couple of quick questions so that I can speak intelligently to the motion.

One of the points that was made, goes to EMS calls where there was no response and as I understand the discussion, one might be led to believe that Deerfield was unable to produce a response at these calls. But I'm not convinced that, that is the correct assumption.

Mr. Fisher stated that that is the correct assumption, when it says EMS without no response, that is Deerfield Rescue did not have a member at that call.

Mr. Verville went on to ask, is that because we didn't have somebody to respond or we chose to engage Epsom or some other locale because they are proximity closer and asked them to respond.

Mr. Fisher stated, so Deerfield responds, Deerfield gets the call to respond no matter what the emergency is, or EMS, Deerfield Rescue gets called. The ambulance gets called with us. As I mentioned, ALS depending on the severity. There are only a few areas in town where another community is started automatically.

As I gathered these stats, I took the numbers from the logs from Rockingham, all the medical calls. When they initiate in their narrative, no response or the Rescue 1 vehicle where no member was listed, I crossed checked it with our hand log book at the station, did not find a matching log for that so that would tell me that Rockingham says no response, we don't have a record of that call, that was a no response call for Deerfield Rescue.

Mr. Verville thanked Mr. Fisher for that response.

The other thing that we, we heard. So, we heard all these antidotal things, that we have to be careful with antidotal evidence because we reiterated that it is call, by call, by call. Each call is different. One of the things that we heard was because during the fair, we are fully staffed in that 24/7 and rightfully so and there was a call put in during the fair which had a very rapid response because that department was fully staffed at the time and it was compared to another call at some other point of the year and the response time was considerably longer and while factually that is absolutely correct, we then shifted over to the outgoing chief, Chief Tibbetts, does a lot of things besides getting into fire trucks and going to fires. So, building occupancy, fires, furnace, water holes, all of that. So, if we hire, it's my understanding, we

hire full-time or even part-time firemen, their going to be expected and relied upon to conduct those functions. So, if one is going to bridge the gap because we are fully staffed at the Deerfield Fair, if we hire two full-time fire fighters, Monday through Friday, 7-5, we will have similar response time really is not a guarantee because they will be out mowing around fire holes, they will be doing occupancy, they will be doing furnace inspections. So, we, I just want to make sure that we understand that we aren't guaranteeing a very, very short response.

But to that I would like to speak to the motion. So, the motion on the floor is to remove the full-time salary for fire and rescue. It's not part of the motion but clearly it is part of the intent to encourage the select board to carve this out as a warrant article.

Personally, for me, if Mr. Spillane had not made the motion, I would have. The vast majority of constituents that have contacted me would prefer this to be a warrant article so that it can be fully discussed and vetted at deliberative. Not as a line item but as a paradigm shift for the community. So, in responding to the constituents that have reached out to me, I think that is the better way to go. It is a complete paradigm shift and I think there should be a thorough debate on that at deliberative and at the ballot box.

Also to that point, to be quite candid, because I was quite fluid coming into this meeting, I have not seen the data, enough data, to fully convince me that straight to full-time is the most appropriate solution. I here claims of gaps but I don't see the quantitative evidence that those gaps actually occur. We don't want them to occur. I get it. I live in a new house. New houses burn down too. I don't want people to suffer at all but I think to make this change, the argument has not been thoroughly supported so I would encourage, I would encourage members to vote for the motion, I would encourage the select board to make it a warrant article and I would encourage the incoming chief to perhaps put together an articulated argument before deliberative session for the body politic to more thoroughly consider and get more input than just the eleven of us that are sitting here but to get more input from more people in the town.

Chairman Dill stated that he would say real quick before the selectmen respond on your point on if they're out doing other things they would not be responding, they are still going to be in a fire department vehicle, in a fire department capacity and would be able to respond much quicker than volunteers coming from their house to their station.

Mr. Verville stated, to that point, if they are out mowing, they are out in a pick-up truck with a trailer, they're not in a fire truck.

Mr. Fisher stated that it is his understanding that Chief Tibbetts will still be taking care of that duty on his own next year.

Mr. Robertson stated that that wasn't his understanding but if that is the case, that's wonderful news. That said, the surrounding towns that have full-time firemen operate exactly as Mr. Dill suggested they do.

To the point of, when they go grocery shopping, you will notice that the ambulance gets parked in front of the Northwood Hannaford and one uniformed officer stays with it while another uniformed officer goes in and buys whatever food they need at the rescue and fire house. That is very standard protocol. They will be much faster, they would be in town, in uniform, with radios and quite likely some sort of support vehicle. They wouldn't have the largest, biggest engine out assuming they were making sure that hydrants were clear but those of you that work in Manchester, Concord or Portsmouth, note that when they are clearing hydrants, typically it is two or three firemen in a fire truck clearing the hydrants in case there's a call. I think it would do nothing but increase your response time, reliability of coverage in Deerfield.

Chairman Dill stated so, to Andy's point, I was a selectman when we did this in Northwood, and it was very close to the similar argument that John made of call fire fighter burn out, somebody's been working on a shift in, it's not always the big calls, a structure fire, I mean people will roll out of bed for if they have to go to work or to come back to town to go to the call. But it was the same smaller calls again and again that we were starting to miss people. On Andy's point, I initially wondered why we were sending the ambulance to Hannaford but that was why because if there's a call then there was a much faster response time then if they had to take a different vehicle, go back and get it and respond.

Zach, on the motion?

Mr. Langlois stated yes, I won't support the motion. I personally feel, like building a fire house, police station, yes, it should be a warrant article. Budgeting for staffing, I agree with the selectmen, the fire department should budget for the staffing that they know they need and they know is appropriate. I am personally uncomfortable with seeing numbers that are saying that we were not able to respond to medical calls. That bothers me because if it were at your house and you're having a heart attack, and you need medical assistance, that extra three or four minutes or five minutes is lost waiting for medical response time could be the difference between you being alive or dead.

I give all the credit to the members that we have that show up for the majority of the calls but they also have lives, they need to live, they need to be able to leave town, be able to go to their day job, they need to be able to be free from the department because they are volunteers. So, I would provide no support for the motion. I think that the selectmen and the fire department, the fire chief have done the right thing, they are budgeting for what appears to be necessary and prudent for the citizens of this town and I will also say that having full-time coverage when the school is open and staffed and the students are in it, I would support whole heartedly because outside of this committee, the most important thing, my most important issue as an elected representative of this town, is making sure that the school is properly run as well as we can provide safety to the students when they are all there.

Chairman Dill recognizes Mr. Bilodeau

Thank you. I've just been processing the discussion and have come to my decision. Thank you.

Chairman Dill recognized Ms. Hotaling

I've just got one more comment. People are saying that we need some coverage, which I certainly understand that, I feel we do. My only concern is do we need four new people? Or do we need two? And back to if we really need two and we are going to start with part-time, why do we duplicate and in the budget, include all four. I know you said you might not spend the money but I think it's bad practice to budget things that are not truly intended to be done.

Mr. Robertson stated that we truly, we truly intend to add two part-time people by the, hopefully in the next 30 days or so, 30 to 45 days and we truly intend to pursue two full-time people.

Chairman Dill stated and then on her point, are we keeping the two, part-time people in addition to the full-time people?

Mr. Robertson stated that that remains to be seen as the schedule unfolds. We don't have enough experience or history in regard to this. If Matt has anything more specific to this...

Ms. Hotaling, okay, say it's taking a while to hire part-time people, if you then start to advertise for full-time people, it would seem to me that it is going to take a while as well. If you are budgeting for a full year of \$80,000.00, why aren't you saying, gee it's March or April before, why don't you at least propose \$60,000.00 or \$50,000.00. Again, this is, I don't understand, certainly understand that we feel we need to

cover but why four, why not start with two or if even think we need four, why not four at some truly representative time based on what we actually hire.

Mr. Robertson stated the representative time here to due in part to the retirement of the existing chief. That, we feel we need people and we know when he's leaving, when know when the gap is going to be. We know that he is our primary response for fire right now in this town and he's going to be gone after January 1st.

As to the other, why we choose \$80,000.00, we have a rough idea what full-time people cost. We don't have an exact idea. We don't know who were going to get for applicants. We want to have enough money there to make it possible for us to attract and hire people in accordance with the plan that we put together. We don't have an exact amount. If I could tell you that we were going to hire one person for \$29,600.00 and one for \$39,400.00 and I knew it, well we would change the number to that but we have no such ability to predict.

Ms. Hotaling stated just one more comment, I don't think we've finished the insurance line where the retirement figures are. If you are going to include all this salary in there, the thirty so percent which is what the full-time fire contribution retirement is, you haven't provided enough dollars over in retirement though if you are going to be consistent, you know, go whole way.

Chairman Dill called on Mr. Spillane

My motion actually leaves in place, part-time employees and I think that is a decent step forward if that's the way this town decides that's the way it wants to move, I think that depriving the town's people of a decisions of whether the full-time employees come on is a mistake. I think that it deserves to be a warrant article. We're not putting ourselves in danger. We're still allowing those part-time employees to come in. The response time from the part-time employees when they're here is going to be just the same as the part, the full-time employees because they will be here and they will be paid for part-time and I think that it is a decent compromise to allow the people to still have a voice on those full-time employees and still move the town into a position where they got the part-time coverage they need.

I would really advocate to supporting this motion and moving forward with the budget such that we can get a warrant article to address the change in structure that's fundamental to this community and still provide coverage with those part-time employees.

Chairman Dill recognizes Mr. Verville

Mr. Chairman, so, I appreciate the position that people are uncomfortable with the motion. Certainly, appreciate that position. What, so what I haven't spoken to is whether or not I agree with hiring full-time firemen or not. I haven't spoken to that, to me that's really not on the table. And for those that are uncomfortable with the motion, what I will tell you, and I apologize, I am derelict to my duty. I didn't to the digging.

If you go back through warrant articles for the last ten years, you will find that this town has looked very favorably on virtually all life safety warrant articles. There are very few fire and rescue warrant articles that don't go past the voters with an affirmative vote. So, for me the question that we're discussing right now is not, do we want full-time firemen or do we not want full-time firemen, what we're really discussing is what is the most appropriate vehicle in a representative government to get from a full volunteer fire department to a paid, at least partially paid fire department.

So, in my mind, the best way, the most-fair way, to accomplish that is to make it a warrant article, vet it at deliberative, put it before the voters.

So, for me, it's not about do we hire firemen, do we not, it's about the vehicle that we use to get there.

I, quite frankly, have every confidence if this is a warrant article, it will pass probably overwhelmingly the votes but at least we will know the will of the people by putting it on the ballot. It will also quell any of the, I hate to use politic terms like this, but any of the grumbling in town of this is being force upon. If we put it as a warrant article, we defend it and vet it thoroughly, and get it passed by the voters, we can put a lot turbulent times relative to the fire department behind us and we can move forward in a very positive way knowing we have the best backing of the town of Deerfield. So, I would encourage members, based on that to support the article.

Chairman Dill stated that based on a representative budget, government things, the Board of Selectmen are our elected representatives and they came up with it.

Motion: Mr. Spillane moved the vote

Second: Mr. Langlois

Discussion:

Chairman Dill stated just for clarification, we are voting on a motion that we'll remove \$80,000.00 from the line 04110 – Full Time Employees

I'll ask that you bring, raise your hand on this one because I think that this is going to be a little one that we

Mr. Dubiansky stated that just to let people know, we can object to ending the debate but it is a motion so you have to recognize it

Chairman Dill stated that all those in favor signify by saying yay.

Members thought that they were taking a show of hands

Chairman Dill stated that he was sorry. We are on the

Mr. Dubiansky stated that if nobody objects then we can

Chairman Dill asked if anyone objects to calling the motion, calling the vote?

Mr. Robertson stated that he would. I would want to respond to Mr. Verville comments.

Chairman Dill asked all those in favor for calling the vote
(no numbers to insert for calling the vote into the record)

I'm sorry that I didn't lay that out, if you vote in the affirmative, you are voting to remove \$80,000.00 from the line 04110 – Full Time Employees and the relative lines that are relative to the full-time employee line

Chairman Dill asked Mr. Spillane if that was the motion and he stated that was the motion.

Mr. Spillane stated if they had put any money in there for the retirement system.

Chairman Dill stated that we are past debate, I just wanted to clarify what the motion was.

So, again, if you are voting in the affirmative, you are voting to remove the \$80,000.00 and the relative lines

Vote: Yea 4, Nay 5, Abstained 1 – Motion Fails

Mr. Dubiansky stated that he abstained for the record.

Chairman Dill stated that we are back to the original budget amount

We knew that it was going to be a long, drawn out discussion on this. At least we have a motion to go forward.

Chairman Dill asked Mr. Robertson if he had a comment.

He stated not at this point, his comment was relative to the other motion.

Chairman Dill stated that he felt like he had an inflation in the overall comments but at least we have a motion so this is how we do it.

Do we have further questions for the chief on this line or any other line in this budget?

Chairman Dill called on Mr. Spillane.

As far as the part-time line goes, Andy could you clarify what was the amount that was added to pay part-time employees?

Mr. Robertson stated that if he could do some basic math, I believe we had close to \$60,000.00 in there as a carryover that we used previously for stipends for existing department members and anything above 59 and some change, the difference between 150 or 160 and 59.

Mr. Dubiansky stated that it's in the explanation, **(multiple people speaking over each other, couldn't transcribe)**

Mr. Spillane asked for follow up.

Given this is a bottom line budget and the selectmen are free to move money around and I don't like double budgeting for things and I feel that if we are not going to remove the \$80,000.00 from the full-time line, they could move money over to cover the part-time employee until they hire full-time employees.

Motion: Mr. Spillane moves to remove \$56,160.00 from the part-time line

Second: Mr. Verville

Discussion: Chairman Dill stated that we have another motion so speaking relative to that motion. Chairman Dill recognized Mr. Spillane

Mr. Spillane stated that he believed that as Ms. Hotaling has pointed out that double budgeting is never a good thing. I don't believe that there are too many people in town would like to pay extra money now to potentially get it back unspent at the end of the year when that money can be shifted from line to line. There is already a budgeted line here. If you are not already using it for full-time employees January through March then certainly you can use it for your part-time employees and move that money as needed.

In addition, that line does have money in it already that can be used for the part-time employees and then to make up any difference in the full-time line or any line as needed for stipends or whatnot. There's a lot of flexibility here. I think that it is a good move to make sure since we did not put this on warrant article at least we're not double.

Chairman Dill stated that he is going to the selectman because it's their budget.

Mr. Robertson stated that he didn't see this as double budgeting. There may be some overlapping with regard to this but the Board of Selectmen have implemented a plan in coordination with the fire and rescue. We intend to act on that plan on obviously on how our budget is voted. If we continue as planned, it's not going to be double budgeting. There may be a little overlap but it's certainly not going to be double budgeting.

Chairman Dill recognized Mr. Verville

Mr. Chairman, so I'm just going to take the selectman at his word and if I understand that correctly because we've heard the possibility of two full-time and two part-time and so if we're not going to hire the part-time for the interim to full-time and we leave this fully funded, that leads me to believe we expect to have for next year, two full-time and two part-time firemen and that is a little different than what I think public perception has been thus far.

Either way, I'm going to support the motion because I think that there is a lot of money here. I'm tempted to vote against the motion that I seconded and the reason is unless the default budget comes in really big, and it may well, this budget is going to go down in flames at the box because it represents; last time I ran the numbers, a 6 ½ percent increase year on year and the vast majority of that increase comes out of fire and rescue.

That's my fear is we're not to get our firemen because we're choosing to do it this way and this budget gets rejected at the ballot box, those two firemen go away. And that is for me is more dangerous than moving it to a warrant article.

Chairman Dill stated that he wanted to check with the chief on clarification because we've had a lot of different.

Chairman Dill asked how many are we looking to hire?

Mr. Fisher stated that the ultimate goal is two full-time staff. The interim would be two part-time positions. When the full-time staff is hired, I would not intend on filling that part-time staff to 60 hours a week. Thirty hours a week times two for those sixty hours. So, I would agree with Andy that that value would be spent, some of that would probably be used for vacation days on the full-time staff or holidays, that sort of thing but my intent going into this is to not have four staff.

Chairman Dill stated so, the plan is to not have four employees because that is a serious number to clarify. That we are going to have, the plan here is to have two full time fire fighters and you're using the part-time line to fill in when needed.

Mr. Fisher stated, correct certainly in the interim between January 1 and voting and full-time staff are hired. The part-time staff would already be on board. In regards to a hiring process, if we have part-time staff that fill the needs and want to become full-time and had the certifications and the process, that would quicken that swap from part-time to full-time but still would be a

Chairman Dill stated that he saw Zach first and then I will get to you Andrea.

Motion: Mr. Langlois moves the question

Second: Mr. Robertson

Discussion:

Vote: Yea , Nay , Abstained 0 – Motion Fails

(I didn't get an audio as to the results of the vote and of the time of transcription, there was not a video)

Ms. Hotaling stated that again she is getting back to the duplicate thing, I'm looking at year to date figures on the part-time line and I see \$37,000.00 for fire. We're at \$22,700.00 and we are at December 9th.

Chairman Dill cut in, I think that goes to pay

Mr. Dubiansky stated that's an easy one.

Chairman Dill continued to pay stipends. Matt do you want to speak to that.

Mr. Fisher stated so, basically on both fire and rescue we are set up, we pay every six months. So, I would look at that number being spent is probably coming out in the next week or two. The balance of that money being paid in full.

Ms. Hotaling stated thank you. So, the 37 and the 22 are existing stipends for part-time, volunteer

Mr. Fisher corrected Ms. Hotaling to state, call members.

Ms. Hotaling went on to state and maybe I missed this in a previous discussion so I apologize if that is the case, I know we're trying to replace Mr. Tibbetts and he has filled in everywhere, where does his money disappear from?

Mr. Robertson stated that he could speak to that.

We have our paid our chief stipends and that has been shown in prior years, the stipend is \$10,000.00.

Ms. Hotaling stated so where does that...

Chairman Dill stated that doesn't go away because we still have a chief.

Ms. Hotaling stated, right but, again I am just confused about where ever Matt was, somebody moves into that, aren't there fewer stipends when we get to the end of it.

Mr. Robertson stated no.

Chairman Dill stated because...

Mr. Robertson stated that the fire chief will still have a stipend.

Ms. Hotaling stated but he moves out of his position where he was captain or something.

Mr. Dubiansky interjected and stated that the way that our stipend program works is we have a set amount of money, we take the total number of members, total number of calls, work details, trainings, it all gets divided up and that's how we decide what each point is worth.

So, it's not dependent on anything other than the total bottom line that the town granted us in the warrant article and the number of points. I believe that we just did it and this time around each point for the fire department is going to be worth about \$13.00. And that's how it gets divided out.

Chairman Dill asked Mr. Robertson is a response to a question.

Mr. Robertson stated yes, I just wanted to respond as a point of order, when you are looking at this part-time line, the full-time line, I don't want people tying that notion to part-timers to we're going to hire them January 1st and March 15th, they're going to be gone.

When I speak to overlap, there's certainly going to be overlap but neither the Board of Selectmen or the fire chief know how smoothly this transition is going to go. It's quite likely that part-timers are going to be on the books longer than January to March depending on job search, who we have come forward and that's what we're looking at. This isn't going to be cut and dry, yup we got part-timers for three months and then we got two full-timers.

Chairman Dill recognizes Mr. Verville

Thank you, Mr. Chairman. I just want to make sure that parliamentary we're clear. So, because one of the things I sense that made a lot of eyes jump open.

So, if you appreciating a point that a budget with a 6 ½ percent increase is likely not to approved at the poles, and so you would want to reconsider moving full-time firemen out of the budget and as a warrant article, it takes a motion by somebody on the prevailing side to reconsider that motion. If that point is germane to you, and you want to reconsider, pulling firemen out and make it a warrant article, it would take one of the members that voted on the prevailing side to do that. Those of us in the minority have no parliamentary ability to do that.

Chairman Dill stated that actually that would be a point of order rather that what

Mr. Verville stated whatever you want to call it.

Chairman Dill asked Mr. Spillane if he wanted to speak to the motion.

Mr. Spillane stated that he certainly hopes that we can get, whoever we bring in as part-time to move to full-time as the intent because I would hate to be a town that hires two full-time employees and then fires the part-timers that came in to work with us for the period that we had overlap.

I think if you are going to bring in part-time employees, they deserve a full year worth of consideration in this town to be able to do what they were meant to do or else make clear to them up front that they are only here for three months or your only here for four months because people's careers, people's home lives, depend on that income and to bring in two full-time employees and then suddenly fire the part-time employees so that we don't have overlap is not the type of thing that this town should be doing. But what I'm hearing is that there won't be four people employed and yet the numbers that we have in front of us, if we don't remove this part-time now that we have decided to leave the full-time in, would be four people.

Chairman Dill called on Mr. Robertson

Yeah, for those unfamiliar with how safety services, part-time employees work, rescue/EMT folks work much like police officers. Full time EMT/rescue people are quite likely to also work as part-time EMT/rescue people. One of the things that I did as a selectman coming into this, Matt provided a lot of information but I went through the paperwork from surrounding towns, Northwood, Epsom, Nottingham. For example, you'll see quite a bit of overlap between people, someone that might be full-time in Northwood, might be working part-time in another department.

So, with an eye towards that, I don't think that anybody coming into Deerfield as a part-timer would not come in not knowing what our ground plan was and obviously they wouldn't be hired as a stand-alone part-timer. They're quite likely to be a full-timer or a part-timer in another department.

Chairman Dill recognizes Mr. Dubiansky

Another important designation as to how the rules work, if you're a full-time fire fighter who is going to enter the retirement system, you have to pass the candidate physical agility test in order to qualify for that.

If you are a part-timer, by state rules, you do not have to. Now there's nothing saying that you can't require somebody who we hire part-time to pass the CPAT but it is possible, depending on how we word our requirements, that we could hire part-timers that are not legally eligible to be full-timers.

Chairman Dill recognizes Mr. Langlois

One of the, point of clarification for either Matt or Andy, will the part-timers stay on to do per diem coverage for the full-timers when they take holidays and vacation weeks and whatnot?

Mr. Robertson stated that he would defer that to Matt. At this point, Matt has done very specific

Mr. Fisher stated that would be his intent, yes.

Mr. Verville stated that his guess is the question relative to retirement benefits, probably should have been directed to New Hampshire Retirement System. It is their program. My guess is they could tell you what the hour cut off is between part-time and full-time.

If you want information relative to the New Hampshire Retirement System, I would put those questions to the New Hampshire Retirement System.

Chairman Dill remarked and not the Department of Labor.

Mr. Verville stated that they are very open and helpful.

Chairman Dill asked if there was any further discussion on the motion before I call for a vote?

To reiterate, and I'm going to clarify with the person that made the motion, if you vote in the affirmative of this motion, you are removing \$56,160.00 from the part-time employee line which is 04110. Again, if you vote in the affirmative it is to remove that line.

(Chairman, you didn't repeat the vote and I can't see you-no video available to me, I'm transcribing from audio only!)

Vote: Yea ??, Nay??, Abstained 1 – Motion Fails

Chairman Dill stated therefore we are still operating on the amount for fire/rescue in the amount of \$398,820.00.

Chairman Dill stated, we're getting there, we're getting there. We've moved two lines so far.

Further discussion on the fire/rescue line. And other line other than the part-time, full-time lines you can question as well if you need a break from that line.

If not, we can call a vote on the entire fire/rescue budget.

Seeing no further discussion.

Chairman Dill recognizes Mr. Verville

It's my intention to vote again the bottom line of the budget, of this budget. I don't think that this is the way that we should handle it. It's not that I don't support fire and rescue. It's not that I pretend that we do not need part-time or full-time firemen in this town. It's not that I don't value life safety of the children in the residence, I just don't think that this is the best way at this point of time, in this town, to make this paradigm shift. My fear is that this is going to cause more division in the town and I think that that is unfortunate so I'll be voting no on the bottom line of this budget.

Chairman Dill asked if there was any further discussion.

Chairman Dill recognizes Mr. Spillane.

I would have to basically agree with Mr. Verville, because that is, as I've been saying from the beginning. My objection to putting these two full-time employees in, is I don't think that it's right to take this decision away from the town. We're talking about a basic restructure of the town.

I can't support this budget for the fire department without this change being a warrant article that allows the town to weigh in. I've had far too many people contact me and complain about the fact that there is no other way to address this aside from rejecting the entire budget when it comes to the polls.

And I think that you're going to have a hard time passing this budget by the towns people with a 6 percent, in excess of a 6 percent increase when half of that, fully half of that is due to something that they object to.

I don't think anyone has a problem with a new trash compactor at the transfer station and that kind of stuff that was responsible for the other 3 percent but this particular item is likely to cause this budget to fail. We will be on a default budget and we will not have the part-time people that we wanted to hire, nor will we have the full-time people.

And as much as I have tried to decrease these amounts so that we might get something that might pass and we could work forward, those motions have failed here. I can't support this budget's bottom line.

Chairman Dill asked for further discussion

Chairman Dill called for the vote on the bottom line of \$398,820.00

(no actual audio of the vote results other than the one abstention and the fact that the motion passed)

Vote: Yea , Nay 4, Abstained 1 – Motion Carries

Chairman Dill stated that he thought that they could deal with a five-minute recess here. We're done with the fire.

Mr. Dubiansky asked if we wanted to do a Citizen's Comments now so that people who would like to leave and go onto more exciting things can.

Chairman Dill stated that he didn't think we had any citizens.

Mr. Spillane asked if we are going to address water holes and forest fires which tends to not be a so controversial line before...

Chairman Dill stated that Mr. Spillane might

Mr. Langlois stated that that was in the total for the budget

Mr. Spillane stated that he saw the separate one, separate agenda item.

Point of Order from Mr. Verville

Because of the procedural oversight, if somebody wants to consider water holes and forest fires, it would have to be somebody that voted on the prevailing side to open that line back up.

Chairman Dill asked if anybody wanted to consider fire holes, I mean forest fires and water holes?

Seeing none, I will go along with John and see if there are any Citizen's Comments.

Mr. Verville stated that he wished that the Committee thank the incoming fire chief for coming in and spending the time with us this morning. I would like to thank Mr. Fisher for coming in, spending the time, thank you.

Chairman Dill added and all the work that you did for pulling those numbers together. I know pulling it by hand is not easy.

Citizen's Comments:

Chairman Dill recognized the outgoing chief, Chief Tibbetts

Chief Tibbetts stated that first he wanted to thank the Budget Committee for all the years of support that you have given me. We've come a long way in 21 years that I've been chief.

I just want to say, in a public statement before I leave that in the 21 years that I have been the chief, the Deerfield Fire Department has never missed a call and we've handled every call that we've been toned out for. He stated that he just wanted to make that public and it's on record.

Meeting was recessed for 5-minute break

Meeting was reconvened at 10:50 a.m.

Chairman Dill stated, still earlier than I thought we were going to get out of here.

With the ever-popular school budget update

Chairman Dill recognized Ms. Hotaling

Do you think that we are done with the town budget because I believe that we do not have, I don't see any notes from any budgets where we actually, line 15 or the line for insurance? Again, I just went back to read minutes because I thought that there was discussion of it that we voted or that we tabled. I was confused, so I have notes that don't show that we did that.

Chairman Dill recognized Mr. Verville for a Point of Order

So, under Old Business I would like to indulge the committee to consider highway. I just have a couple of quick questions on highway.

Chairman Dill stated that that wasn't a point of order.

Mr. Verville stated but that goes to her question, whether or not we're done.

Second of all, generally speaking, once we get through the budget, we allow the town to double check and make sure that everything is up to date and we move the bottom line after we've gotten through all the budget so typically we hold the final, moving of the bottom line to a subsequent meeting.

Chairman Dill stated that the town administrator is going to give us a new printout of the budget with any updated numbers from the... Now that the 2018 MBC Budget has been made, he's going to print us out which goes to your difference in percentage which will make lot more sense now that we've gone through.

I remember the discussion on the FICA, the Medi and the insurance line, I believe that we voted on that. That was in our last our...

Ms. Hotaling stated that it's not in any minutes that we have.

Mr. Dubiansky stated that it's probably my fault. I wrote as fast as I could.

Ms. Hotaling stated that if we don't have minutes.

Mr. Robertson stated that he thought that the original insurance numbers we had were a little bit high aiming.

Chairman Dill stated that that was one we tabled.

Mr. Robertson continued, that we would revisit that when we got a revised budget. I think that there is going to be a significant difference in the insurance line.

Chairman Dill stated because we were waiting on bids. This one, the personnel administration, I remember voting in but we did table the insurance because John was waiting on bids for health insurance.

Chairman Dill recognized Mr. Spillane

It is standard practice for us to revisit the budget after the deliberative session anyway so it would not be out of line to go ahead and revisit that after the deliberative session when we have firmer insurance numbers and we have all the data in.

Chairman Dill stated on top of that, as Kevin stated we have to vote on the bottom line of the budget to send it to the deliberative session anyway.

Mr. Verville asked for a Point of Order

So, I think what Member Spillane is, is talking about is a little different so we, the bottom line then gets voted by the MBC, goes to the deliberative session as our budget, as the budget committee's budget. That's the town budget and we usually meet, well we always meet after the deliberative to reaffirm whether or not we're voting to recommend, whether or not changes are made in deliberative because sometimes you hear debate at the deliberative that may change your mind on whether to support or not support the budget and the MBC has a line on the ballot to recommend the budget. The select board has a line to recommend and the MBC. And that shows on the ballot and really you can't have, you can't come up with that until everything is settled which would be after the deliberative.

So, between the deliberative and that vote, anything could be reconsidered.

Chairman Dill stated, so to answer your question in a long way, we're not done completely.

Old Business:

Chairman Dill stated that Mr. Verville's old business was to revisit town

Mr. Verville stated that we can either do it after or under Old Business.

Chairman Dills stated that we're in the town budget, if that's what you want to do, I'll entertain your

Mr. Verville stated so Mr. Harrington, so the part I'm interested in is...

Chairman Dill interrupted and asked what page the highway was on.

Mr. Robertson stated he thought it was Page 44.

Mr. Verville stated that what he was looking for is reconstruction of roads, not road reconstruction but maintenance road work.

Mr. Robertson stated that it would be 49.

Chairman Dill asked Mr. Verville what his question is on this.

Mr. Verville stated so, the hot top grinding would generally be general road maintenance, is that correct?

Mr. Robertson stated that hot top and road grinding, yeah, that's road reconstruction, either resurfacing or preparing for resurfacing.

Mr. Spillane stated not reconstruction on a separate line would be fixing portions of roads, correct?

Reconstruction only has a dollar in it. And it's the line right directly below it.

Mr. Verville went on so, the line I would like to discuss is 49 ending in 735.

Chairman Dill remarked Road Resurfacing, Hot top/grinding. We don't have the road agent here today.

Mr. Verville stated that he didn't think he would require him for what I'm interested in. I will defer to whomever has the information, the town administrator, the select board representative. We applied impact fees, collected impact fees this year on road maintenance, is that correct?

Mr. Robertson stated that that was correct. There were two things coming into play there. Impact fees and also state grant money. If you are looking at the surplus there, the overage.

Mr. Verville stated that he wanted to know is how much money is the impact fees did we apply this year? It doesn't have to be a precise number, but if somebody has a ballpark figure.

Mr. Robertson stated that he didn't recollect...

Mr. Harrington stated that there was on the books a plan to completely resurface and fix Range Road from Middle Road to up to I would say, Haynes.

For those of you that have driven along there, if there was a dug-up portion sometime which was one of the harder hit areas that tended to washboard during the winter time.

The intent was to resurface all of the road but due to contractor problems not getting out here, the impact fees that were going to be applied to that section, a small amount of impact fees to seal that one graveled section for the season. But the entire project wasn't finished.

Chairman Dill called on Mr. Robertson

I would like to clarify, John was that impact fees or was that state grant money that we received. It was my understanding that it was Range Road that was part of the state grant money which we spent close to \$30,000.00.

Mr. Harrington stated it was impact fees and block grant money were going to be used on the projects depending on what was done. Some things that were done is new culverts put in along the road, you can see preparation for the overlay but we never got to that and it's being held off until spring.

Mr. Verville stated, so Mr. Chairman, it's clear that answers that I'm looking for are not available now. That's my fault. It is a little bit blind sided so I guess what I would ask for, for our next meeting, if somebody could pull what the amount of impact fees that we're going to use, the amount of block grant that was available and whether or not we expect that block grant to be available again next year. If those numbers can be prepared, I can delay my questioning on highway to next meeting.

Chairman Dill asked Mr. Verville if he was speaking of the current budget or the upcoming budget?

Mr. Verville stated, the current budget. The budget that we're in, 2017.

Mr. Robertson stated that that's not a problem. We certainly can get you the exact amount of impact fees that were used in 2017 but I can tell you right now in regard to the block grant money, in they terms, we spent not quite \$30,000.00 of that money. It's my understanding that we got hamstrung by our paving company contractor who strung us along and then didn't show up to complete the work so we've got roughly \$120,000.00, that's a non-lapsing fund that will be used for those three outlined projects that we discussed at the last meeting, one of which was Mount Delight Road, one which was South Road and one of which is Range Road and that money will be spent in 2018 budget.

Chairman Dill stated the 2018 Road Reconstruction plan was Cotton Road in case you missed it the other day.

Mr. Verville stated so maybe I do have my answer so, there was an amount that was expected to be expended of \$120,000.00 from impact fees and various road maintenance.

Mr. Robertson stated no, there was a block grant I believe roughly of \$150,000.00 and we spent approximately \$30,000.00, not quite, getting projects ready to complete by the end of the year and use that state grant money to cover and we said right now, we have a little less than \$30,000.00 that was expended and have put that on the shelf until spring because of the winter weather but we still got \$120,000.00 in state grant money that we're going to use to finish these projects.

Mr. Verville stated that he guessed what he really wanted to know was what the amount of, of the total amount of impact fees that we had hoped to be able to spend this year, we did not get that number and if I could just come back to its next meeting.

Mr. Harrington stated one point of clarification, you want to know how much, what the total impact fees spent this year.

Mr. Verville stated, no I want to know what, how much of the impact fees were intended to be spent on highway. I know that we didn't get a lot of this stuff done so what the total number that we planned on spending, not what we actually spent.

Chairman Dill stated that added also on that question, I assume that's encumbered next year, the money that we didn't spend this year.

Mr. Harrington asked impact fees?

Chairman Dill replied impact fees.

Mr. Harrington stated that impact fees only last six years depending on when we collected them. So that number changes monthly what we have to give back to contractors. What I can say what we had available in 2017 to spend on projects and how much was actually spent.

Mr. Verville stated that he didn't care about what we actually spent, I want to know how much we had available, what we intended to spend if we could have gotten all the projects done. How much that would have been.

Chairman Dill recognized Mr. Spillane

On the same topic, when you say block grant from the state, is that the same, is this something that we applied for or is that the same refund to the towns for road and bridge construction built in the budget that we just passed at the state level.

Mr. Robertson stated that this was not built into the budget

Mr. Spillane stated not our budget, the state budget. When we passed our state budget we did a refund to towns for roads and bridges.

Mr. Robertson stated that he believed that was exactly the money. He believed that Deerfield received, I am going to say, in the order of \$150,000.00. We intended to spend it all on three distinct projects to be completed this fall and we spent not quite \$30,000.00 of it. As I mentioned, Mark got hamstrung by the booming construction essentially backed up all the asphalt work in the state.

Mr. Spillane asked, so do we get to keep that to continue processing

Mr. Robertson stated that it is a non-lapsing, non-lapsing revenue and we are indeed going to spend it in 2018 on the three projects that's finishing up Range Road, a portion of South Road, and a portion at the top of Mount Delight Road, the ripped-up area above Bakers.

Chairman Dill added which we discussed with the road agent at the previous meeting.

Mr. Spillane stated just so everyone knows here that was that we built into the last budget that we passed at the state to refund the towns based on their population and whatnot. A sum of money to work on infrastructure, roads and bridges.

Chairman Dill stated the block grant.

Mr. Spillane stated that's why the block grants got distributed from the state level and there is going to be a second installment to that at some point. I don't know what the dollar amount is going to be, it varies from town to town.

Mr. Spillane stated that his other question is actually related to the impact fees because this tends to come up a lot and we have actually had warrant articles in the past and I know how the Board of Selectmen tend to feel about it, Andy could you answer or explain to the Board, because we do have new members, when we collect impact fees, what percentage of that actually goes to roads and whatnot and what percentage gets put into the conservation

fund and can we get a balance on that conservation fund which always seems to be extremely high without much spending and yet they still continue to take money from impact fees.

Mr. Robertson stated that we don't have the breakdown on. I would note that we discussed at the last meeting that the impact fees are split between the highway and the transfer station. I am not sure what the percentage that would go to the Conservation Commission but we can certainly get you the Conservation Commission fund balance. That's readily available.

Mr. Harrington stated that there are three divisions that the impact fees go to, school, highway and transfer station. I do not believe that Conservation takes a piece of impact fees. Conservation gets their funding when land use goes from current use back into non-current use, there is a penalty fee on that and currently the Conservation Commission gets 50% of those funds that are...

Mr. Spillane stated so let me get this, so the current use impact ...

Mr. Robertson stated that it is the Land Use Tax Change penalty. It comes from Current Use when you take Current Use land out of Current Use as if you are going to, typically you are assessed a 10% penalty on that. The way it is set up right now, the town gets 50% and the Conservation Commission gets 50% and I believe, if I'm not mistaken, that we have a \$350,000.00 cap on the Conservation Fund with regard to that distribution. I may be a little off on that but I know that we had voted, we had voted to split the money with the Conservation Commission. We also voted to have a cap at which point we would stop splitting the money.

Mr. Spillane stated it was like three years ago, that there were dueling warrant articles where the town was trying to take some back because the Conservation Commission kept their 350 moneys right up to the high level and then any returns for Conservation Commission to put 100% of the money.

That's still 50%?

Mr. Robertson stated that it is still 50/50.

Mr. Spillane stated and we still have a Conservation Fund that is pretty close to that cap, correct?

Mr. Robertson stated that I believe we do.

Chairman Dill stated that if we want specifics, we can get for the next meeting.

Mr. Spillane stated that their might be some people that would like to know on the Board.

Chairman Dill recognized Mr. Verville.

If you could just put Page 49 on the agenda for our next meeting, I would appreciate it. It will be a very quick discussion.

Chairman Dill asked what are we looking for actually on Page 49?

Mr. Verville stated that he is interested on the impact fee, what the impact fee spend was desired for 2017, not what we actually spent, but the money that we had available to spend but just didn't get done because of inability to get contractors on property.

Mr. Robertson stated that that would be easy enough to get. We've had it floating around.

Since we've broken into old business, is there any other further discussion on old business.

Chairman Dill recognizes Ms. Hopkins.

Last meeting, I was discussing the Parks and Rec chair, department chair making \$50,000.00 and my discomfort with that.

But I also misstated that the new full-time library hire was hired at 50 but she's not. She's only making 45.

Chairman Dill asked for further discussion on old business.

Seeing none, Chairman Dill stated that he would jump back to what number six, School Budget Update

School Budget Update:

Chairman Dill recognized Mr. Langlois

At our last meeting school board meeting, we completed work on the budget. We have moved the bottom line. The SAU office is currently producing the packets for the MBC. We've added some additional information that will be in the packets this year. There will be the approved budget from the school board as well as our default budget, what else, we have copies of the contracts, there's a bunch of miscellaneous information. There will also be included, what we have tried to do is to look back and to look through and see in the past what questions were asked and answer them right out of the gate and pull all that information together so they are putting them all together. They will be in binders and as we progress through the budget process, if we make updates, we will simply provide the sheets to slide in place for everybody to go and look through.

Chairman Dill stated so our next meeting is Thursday, the 14th at 6:30 and we will have a budget.

Mr. Langlois asked to finish. The original plan for the SAU office was to have them available for the meeting that was scheduled on the 12th, so the intent is to deliver the budgets to the school sometime during the day on the 12th.

The reason we're doing that is so, once they arrive, I will notify Mr. Dill and anyone interested in getting it prior to the meeting can zip over to the school and pick up their budget.

Chairman Dill stated feel free to send that mail out to the whole contact list. Just send it to everybody.

Mr. Langlois stated that an email will be sent to everybody, stating that the budget is, at some point on the 12th scheduled to be at the school. I can't tell you if it's going to be in the morning or afternoon or the end of the day. But that would make them available to anyone to pick up. Say Wednesday or Thursday, any budgets that are not picked up at the school, Mr. Smith, our principal will be gathering whatever is left, loading them into his car and bringing them with him for the meeting on Thursday.

Chairman Dill stated that he's going to be attending on Thursday.

Mr. Langlois stated that Thursday night we will have the superintendent, as well as the building level administration, possibly a couple of the other school board members as well. So, we are trying to get it, copies to you slightly in advance so have a chance to start preparing questions so that we can progress through the process.

The school board did a tremendous amount of work on the budget trying to find as much a savings as we could in the budget. We have also asked the business administrator last week to include an additional column in the budget that shows the original proposal from the administration, from the school board so you're going to see a slightly different format in how it's presented this year. You're going to see the original proposal as we made a considerable amount of changes. You can see where it's ended up. And then the rest of it will look familiar with previous years and everything else.

We're hoping this year, although we didn't save as much as we would have liked to, giving it to the MBC, I think you will find that the information you're getting this year gives you quite a bit more depth up front and then we will be ready to rock and roll for Thursday.

The only other scheduling note I have is for, because we have shifted the meetings to Thursday, we have also instructed the school to not to schedule the winter concert for a Tuesday or a Wednesday because of school board meetings, we have asked that they try to place that on the schedule for Thursdays just so that it doesn't create issues. The reason why I am saying that is obviously the SAU a number of places that have to be and they like to lay it out in their schedules.

We have lost, at least for the first two meetings, the availability of the business administrator because she will be at other towns. We will have the superintendent for the meeting on the 14th. The meeting on the 21st, she is already obligated to one of the other towns that she works with. We will have at all the meetings...

Chairman Dill asked where at the school are the budgets going to be available?

Mr. Langlois stated that they will be brought to the office, so you would go to the office. I will shoot you an email as soon as are there I will get an email and I will blast it out to you.

Chairman Dill stated he will recognize Ms. Hotaling first.

I've been watching some of the progress online and also seeing what's posted, and I see like the yellows and reds and whatever and a place for MBC, but one thing that I didn't see in all your materials that you've seen so far is there was nothing like last year's class size presentation.

Mr. Langlois stated that they have asked to have that included inside the budget as well. There will be quite a bit of supporting documentation and the goal here, moving forward, basically, that budget will be updated for next year's MBC and if we find anything additional that the MBC would like to be included, then we have a basic template, for lack of a better term, to the body of the documentation for the MBC. Like when we make adjustments, and if we find that the MBC likes a certain bit of data, we can include that.

Also based on the conversation Mr. Verville and Mr. Spillane had regarding impact fees, the school also does have impact fees that are available to us. I just did an email to the SAU office to include that information assuming that it is going to come back up again. Trying to be proactive I did ask that they include that information the MBC as well as the balances for the reserve funds will be included as well.

Hopefully I have all the raw data that we're looking for.

Chairman Dill asked if there were any further questions.

Ms. Hotaling stated that she had a follow-up me saying that I looking at things online. I printed off one page of your most recent document and there is a line that says Fund 1 – Operating Budget and then it shows last year and then it shows this year but my confusion is that the thing that says operating budget and I may have brought this one up as well, seems to include not just the warrant article for the new para contract but it also includes the \$65,000.00 that went to Capital Reserve Funds and do the warrant articles go to the Capital Reserve Funds to get included in the operating budget? I don't know if they do and I'm just wondering if we're comparing apples to oranges when we are looking at the two years.

Mr. Langlois stated so there are warrant articles that get added to the budget, contracts, for example, so para contracts, teachers' contracts, those are, basically when they get approved by the town, there are three years increases based upon the CPA that the Board presents to the town for the last two have passed.

It depends on the warrant articles, and this would be a question that I would seek a little bit of clarification from SAU staff and also would depend upon the warrant article. Some warrant articles are to raise and appropriate, some are to the available fund balance to appropriate money based on any available fund balance at the end of the year.

So, if there are any particular warrant articles in question that we can look at, it something that we can most definitely delve in once we have everything.

Ms. Hotaling went on to say that since I assume that this is part of the document that we are going to get, if there were any adjustments to be made, that maybe it could be made before we could get that ...

Mr. Langlois stated that he would bring that up **(Ms. Hotaling talked over the rest of the reply)**

Ms. Hotaling stated to just ask because it is included and I was just wondering what the rationale was about why both of the facility, repair, expense trust fund and the paving expense trust fund, those funds got included in the operating budget even though they were warrant articles.

Mr. Langlois stated another this is, and I didn't bring my budget with me, but I believe that on that side of the budget you will also see some adjustments to that account. Again, depending on ...

Ms. Hotaling stated okay.

Chairman Dill recognized Mr. Verville.

Thank you, Mr. Chairman.

So, I kind of watched the last school board meeting and the budget committee was a little egocentric in changing our meeting from Tuesday to Thursday in that the SAU staff has five different school districts that they are responsible for. Tis, what we call the silly season, right, that's the budget season. There are a lot of meetings that the SAU staff have to attend and we did not take into consideration when we moved the date and that caused a certain amount of frustration with the SAU staff, rightfully so.

I did reach out to Superintendent Sherman and asked her if they're were perhaps better, alternate days of the week for us to meet that would allow them to participate in that they have five districts and a lot of meetings because my intention was to simply bring to this meeting and make a motion to reschedule again to accommodate the SAU staff.

Unfortunately, they are fully booked out and that was not possible. We've done it in year's past, by luck of the draw, we've gotten away with it and gotten staff here so I think going forward, if there is a scheduling conflict, the sooner we can recognize and maybe try to liaise with the SAU staff, it would be helpful to them and to us going forward.

I know that they bend over backwards to get people here. I appreciate their flexibility in doing that.

Chairman Dill recognizes Mr. Spillane

This is follow up on Ms. Hotaling's question. I think that it is a good question. From my recollection, anything that once it passes as a warrant article, that money does become part of the operating budget because it's been approved. However, that's only if its to raise and appropriate the funds as Zach was saying.

If we have the warrant article that says to be moved to from surplus, that was actually money moving from a current budget to a fund and its not an operating budget addition. It's surplus. It's just being put into a fund to be

used later so it wouldn't be part of an operating budget, it would be a move a surplus funding from the operating budget to a fund.

So that clarification would be helpful when we're looking at it.

Chairman Dill recognizes Mr. Verville.

So just to be clear, when we look at the fund transfer into dedicated accounts, it's one of the few vehicles that both the town and the school have to take surplus money from one year and carry it forward to the next or subsequent years for dedicated purposes.

So, they're not allowed to take, except for the school, they have one quirky, little thing that they can but they're not allowed to take money and simply squirrel it away in a rainy-day fund. That's not allowed in SB2 but they can put it in buildings maintenance. They can put it to dedicated uses for future use. It's the one way to carry over money from one year to the next instead of returning it.

Chairman Dill recognizes Mr. Spillane

That one instance that he's talking about, Zach might be able to clarify more on but there was a special circumstance with the school, they can carry over some money to a certain limit over, however it's only for one year. So, they're also returning at the same time money that they may not have used from the one that they carried over from previously.

Chairman Dill stated to keep in mind that what they return goes to the town because of how its...

Mr. Langlois stated and to follow up on that, so the retainage of the school does a lot to retain that. I believe that it is 2 ½ percent of our appropriation off the top of my head. So, the school for the last number of years has retained \$190,000.00. I think that has been three years in a row that we have used that number which is about a weeks-worth of operations when we are in full cycle.

That being said, that retained amount is not, we're not allowed to use that without fully depleting all of our money and approval from the state so basically that is an absolute, worst case scenario.

Ms. Hotaling has read about the ability to do that. And just to clarify, the two things that I just asked about, the warrant articles, they went into things called the Expendable Trust Fiduciary Fund as opposed to Capital Reserve so perhaps they were things that again, had this authority with them to make the appropriation at the same time.

Mr. Spillane stated that the Expendable Trust can be expended during the year to make building repairs or what have you.

Ms. Hotaling stated but both of those were expendable.

Mr. Spillane stated that he believed those were from surplus. We didn't raise or appropriate to add to those funds, I do not think.

Ms. Hotaling stated that these actually were part of the, these were the two that, actually we did raise money for, I believe.

Chairman Dill stated well I believe and Ms. Hotaling interrupted with in any case.

Mr. Langlois asked what they were so that he could go back and ask.

Ms. Hotaling stated that it's the, there was a \$30,000.00 for the increase to the facility repair and improvement fund and there was \$35,000.00 that was for the paving fund.

Mr. Dubiansky stated that he thought that they were surplus articles.

Mr. Spillane stated that he thought that they were surplus, pretty sure.

Chairman Dill stated that you actually have the town report there.

Mr. Langlois stated and so if you look at basically the back pages of our budget and you look at, Ms. Hopkins was so gracious to bring it in with her, mine's in my truck, you can see where the money was moved back out so there's...

Ms. Hotaling stated in the current year's budget. I was looking at operating funds and from 17 verses operating funds from 2018. That top line.

Mr. Langlois stated right, if you look at the other lines, the money is then shifted to the 30,000 and the 35,000 and then pulled back out.

So, there's the 18 and 19 proposed budgets as an adjustment at the end of the budget, the money is then pulled back out.

Ms. Hotaling stated that she can see that but what she is saying is

Mr. Langlois asked because why it is on the top side?

Ms. Hotaling stated that she's looking at the percentage increase. I always like to see what were going up by and since that's in 17-18, it makes it look like the difference would be smaller than it could be.

Mr. Langlois stated that it becomes part of the operating budget when it is approved by the voters.

Ms. Hotaling stated so that is what she was ...

Chairman Dill asked if there were further haranguing of the school board?

Mr. Langlois stated that they've had much worse haranguing in the past.

Mr. Verville stated that he didn't want to classify it as that **(members talking over each other)**

Chairman Dill stated that this was actually pretty easy and thank you for getting.

Mr. Verville spoke up and stated that he objected to the use of that term and although it's made in light its'

Chairman Dill stated that its been a four and half hour meeting. I think that we can deal with some humor.

Mr. Verville stated that I would...

(many members speaking on top of each other, not able to transcribe)

Mr. Robertson asked to be recognized.

Chairman Dill stated that he was going to thank the school board for bringing the budget, to getting it ahead of time so we can look at it Tuesday before our Thursday meeting, so thank you for that.

Mr. Langlois stated that if anyone isn't able to pick it up, there's no need to notify, Mr. Smith will be bringing them over.

Chairman Dill recognizes Mr. Robertson

Adjourn:

Motion: Mr. Robertson moves to adjourn

Second: Mr. Verville

Discussion:

Vote: Yea 10, Nay 0, Abstained 0 – Motion Carries

Next Meeting: Thursday, December 14, 2017 at 6:30 pm

*The Minutes were transcribed and respectfully submitted by Dianne L. Kimball, Recording Secretary
Pending approval by the Municipal Budget Committee*