Tilton Board of Selectmen’s Meeting
Tilton Town Hall
November 15, 2011

MINUTES


Chair Consentino called the meeting to order at 7:50 a.m.

Sel. Consentino brought up for discussion the parking at the Grange. The patrons using the business abutting the Grange are continuing to park on the Town’s property. Following discussion, motion by Sel. Dawson, second by Sel. Plessner to have Dennis Allen order at least 5 “Senior Center Parking Only” signs to be installed at the Grange, 3 on the side and 2 on the front, with 1 sign to be a handicapped parking sign. Motion adopted.

The Board continued working on the Selectmen’s 2012 Draft Budget #4 - Police Department. Chief Cormier presented justification for his budget request. The following is a summary of discussion items.

Police Department:

Holiday – increase due to Collective Bargaining Agreement (CBA) wage increase effective 7/1/2011

Compensated absences – depending upon length of service, some officers are eligible to elect the option to purchase a portion of their paid time off.

Dispatch wages – increase due to CBA increase effective 7/1/2011

Merit Raise Pool – for the 3 salaried, non contractual employees

Grants - $10,448 for Child Seatbelt, Traffic Enforcement Patrol, Joint NH Clicket or Ticket, DWI hunter.

Janitorial Services – line item is for contracted cleaning service; line item also includes paper product supplies purchased by the Town. There was discussion of separating these expenses into a contracted service line item and a cleaning supply line item. After further discussion, the Board was in agreement to use the existing object code (Janitorial Svc & Supplies) as the service is allocated between three departments.

Office Supplies – Discussion of cost saving measures that can be implemented when purchasing departmental supplies; purchasing should be bundled to get the best price,
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copier paper for example. Also, when purchasing computer/technology supplies, check with Tim, especially at the end of the year to save money.

Vehicle Maintenance – Concern expressed that prior years expenditures have exceeded the budget. Chief explained that the leasing of two new cruisers would keep the maintenance cost down.

Equipment Maintenance & Repair – Network Managers services computer only as a back up; SPOTS is State Police motor vehicle service which requires a dedicated T1 line. **Total request should be $12,560 which is the most recent itemization that Tim presented.**

Electricity – 61 Business Park Drive building expenses have been moved to Admin account.

Professional Dues – Central New Hampshire Special Operations Unit (NHSOU) cost is $2,600, however this is reimbursed through private business donations

New Uniforms & Uniform Maintenance – contractual

Gasoline – Following considerable discussion, based upon anticipated increase in gasoline, motion by Sel. Dawson, second by Sel. Plessner to change to $34,000. Motion adopted.

Equipment Purchases – The Board discussed vehicle maintenance expenses for each vehicle and suggested ways to better manage their use in order to limit mileage, gas usage and maintenance expenses. The Board reviewed a lease quotation for 2013 Ford Interceptor AWD sedan and discussed various schedules for vehicle replacement. The Chief stated his preferred schedule is to lease 2, skip a year and then lease 1 which would catch up the fleet for less maintenance and eventually all vehicles would be 6 cylinders. There was continued discussion of vehicle rotation, what vehicles needed to be replaced and the amount of money that would be available in the revolving fund for equipment purchase. Sel. Consentino asked the Chief to provide a detailed list of all vehicle maintenance expenses, not just maintenance performed in house and then the Board would be able to determine which vehicles would be replaced. The Chief was also asked to provide the cost to outfit all vehicles with a device that monitors the amount of draw on the battery (est. cost is $300 each) which saves on the cost of running the vehicle and if possible, try to purchase in the 2011 budget. The Board agreed to reduce the line amount to $23,000 for leasing two cruisers which includes the cost to outfit and transfer equipment.

Legal Expense – request is less because there are no contract negotiations.

With the three changes, the PD budget has increased $2,707 over last year.

T. Pearson explained the detail of Janitorial Service & Supplies on page A8.
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**Town Clerk/Tax Collector:**

Cindy Reinartz presented her budget request. Cindy asked if the Board wanted to consider another location for the voting due to an anticipated larger voter turn out. Following discussion the Board agreed to continue to use the WRMS.

**Training & Dues** – Increase is for Deputy TC/TC to attend NH Town Clerk/Tax Collector certification program.

**State Fees/Vitals/Dogs** – The Town collects fees and remits to the state. The Town is able to retain a small portion of the fees which is shown under Town revenues.

**Election/Registrations** – Increase is due to more elections.

**Deed Research/Recording Fees** – Decrease is due to using a different contracted deed research service.

**Other:**

Discussion regarding suggested increase in stipends for all Board/Commission members.  
**Motion by Sel. Dawson, second by Sel. Plessner to change back to $300 per member.**  **Motion adopted 2 – 1 with Sel. Jesseman, Sel. Plessner voting in the affirmative and Sel. Dawson voting in the negative.**

Line Items still outstanding for next meeting:

- Analysis of Health Insurance figures
- General Building Expense – contact Mr. Hoey for moisture intrusion
- Town Hall Repairs – contact Mr. Hoey for estimate for repair of masonry wall
- Property Liability/Workers Compensation/Unemployment Compensation
- CO-OP incinerator amount - confirm with Dennis
- Curbside Collection - 1 year contract extension with Bestway – confirm with Dennis
- Parks Commission - contact Bob Hardy to meet with the Board on 11/17 or 12/1
- Payments to Capital Reserve Accounts – contact Conservation Commission regarding Milfoil payment.
- Capital Improvement Projects
- Island Expenses – Dennis Allen will discuss on 11/17/11 Board Meeting.

Next meeting date/times:  7:30 a.m. Tilton Town Hall, Tuesday, November 22, 2011 – Finalize Selectmen’s recommended budget

**There being no further business, a motion was made by Sel. Consentino, second by Sel. Plessner to adjourn. Motion adopted.**

The meeting adjourned at 10:35 a.m.