

**TOWN OF GILFORD
BUDGET COMMITTEE
MEETING MINUTES
October 28, 2021
6:30 PM**

Members present: Sean Murphy, Johan Andersen, David Tyler, Kristin Snow, Kevin Hayes, Gretchen Gandini, Dorothy Piquado, Angelo Farruggia and Amber LaTorre.

Members absent: Gaye Fedorchak (excused) and Steven Hepburn

Also Present: Town Administrator Scott Dunn, Police Chief Anthony Bean Burpee, Deputy Police Chief Kris Kelley, Police Lt. Dustin Parent, Fire Chief Steve Carrier, Deputy Fire Chief Brad Ober, Chairman of the Board of Fire Engineers Bill Akerley, Director of Planning and Land Use John Ayer and Executive Assistant Chrissy Blood.

At 6:30pm, Mr. Murphy convened a duly posted, public meeting of the Budget Committee in the Gilford Town Hall. Mr. Hayes led the assembly in the Pledge of Allegiance to the Flag.

Approval of Minutes: Mr. Murphy asked for a motion to approve the minutes of the meeting held on October 21, 2021. Dr. Snow made a motion to approve the minutes as presented; seconded by Mr. Hayes and passed with all in favor; (9-0).

Conservation Commission subcommittee review: Mr. Murphy reported that there was very little change in the budget, with a majority of the budget, \$21,500, to be spent on Invasive Species Management or milfoil removal in the areas of Lakeshore Park, Smith Cove and Glendale Bay and Docks. Mr. Murphy made a motion to approve the Conservation Commission budget as recommended by the Board of Selectmen for \$30,500; seconded by Ms. LaTorre and passed with all in favor; (9-0).

Planning & Land Use subcommittee review: Mr. Murphy reviewed the full-time and part-time wages for 2022, noting an increase in the part-time wages for a part-time, seasonal zoning enforcement position. There was a decrease in the Tax Map line item of \$4,500 or 75%. There is an increase of \$800, or 40%, over the 2021 budget for postage, in relation to the increase of building application that have been received. Mr. Murphy made a motion to approve the Planning & Land Use budget as recommended by the Board of Selectmen for \$346,439; seconded by Mr. Farruggia and passed with a vote of (8-1).

Police Department subcommittee review: Ms. Piquado reviewed the staffing and contractual employment obligations, noting that the department has been approved for 20 officers, with 17 currently on staff, with an additional officer starting in November, bringing the total to 18. She also noted that one new Communications Specialist is needed. The staffing shortage has created a need for more overtime. Ms. Piquado reviewed a line expense of \$17,665 for the Dragon Law Enforcement Dictation Software, with Town Administrator Dunn clarifying that this item had already been removed from the 2022 budget. The Equipment & Supplies line item has an increase of \$2,370 for the replacement of a dated photocopier to a five-year leased copier that offers additional options and a maintenance agreement. Communications and Equipment Expenses has an increase of 23% to \$17,340, the first increase in seven years. The expense also includes \$7,160 for Motorola portable radios and programming fees, which is in line with annual replacement procedures. The Tasers and body worn camera line item budget of \$38,450 reflects year two of a five year TASER Assurance Plan and includes two new TASER 7s and BWC Flex 2s with the accompanying equipment, assistance, hardware and offsite

data storage. There is a decrease in the Police Vehicle Expense line items with a budget of \$108,910. The department will replace two SUVs at an initial cost of \$33,000 each, modifications add \$47,910 for equipment, lettering, radar unit, etc. Chief Bean Burpee reviewed the state statutes and where violation fees go, either to the State of New Hampshire or the Town's General Fund. Ms. Piquado made a motion to approve the Police Department budget as recommended by the Board of Selectmen for \$3,395,164; seconded by Ms. Gandini and passed with all in favor; (9-0).

Fire-Rescue subcommittee review: Mr. Murphy reviewed the subcommittee's report starting with wages, which will have an increase of \$17,608 or 1.74% in 2022. A majority of the increase is in elevating the part-time Administrative Assistant to full-time Executive Secretary which will increase the hours from 32 to 40 hours per week, effective July 1, 2022. There is a decrease in the part-time wages due to this proposed change. The Physicals & Medical Expenses budget will increase \$9,350 or 296.83%. It was noted that this line item has been historically under-budgeted over the last three years. Chief Carrier commented that the provider of the physicals has been changed due to provider closures and quality of services. The new provider provides a better quality physical, with that comes an increase in cost. Mr. Farruggia commented that since the department was currently fully staffed and if they had anything on a "wish list". Chief Carrier stated that they had nothing at this time and that they are projected to end 2021 with a surplus. Ms. Gandini made a motion to approve the Fire-Rescue Department budget as recommended by the Board of Selectmen for \$2,187,100; seconded by Dr. Snow and passed with all in favor; (9-0).

Forestry subcommittee review: Chief Carrier answered the Committee's questions. Mr. Andersen made a motion to approve the Forestry budget as recommended by the Board of Selectmen for \$1,000; seconded by Ms. Piquado and passed with all in favor; (9-0).

Emergency Management subcommittee review: Chief Carrier noted that this budget is used for overall command and control of all emergency events such as severe weather, mass casualties, etc. Ms. Gandini made a motion to approve the Emergency Management budget as recommended by the Board of Selectmen for \$3,277; seconded by Ms. Piquado and passed with all in favor; (9-0).

Fire Protection subcommittee review: Mr. Murphy and Chief Carrier explained that this budget is comprised of two accounts, Lakes Region Mutual Fire Aid Dispatch (LRMFA) and Laconia Water Works. The funding formula for LRFMA is a 10% flat fee, 40% Assessed Value of the Community and 50% of population. Laconia Water Works pays for the hydrants that are in Gilford. Ms. Piquado made a motion to approve the Emergency Management budget as recommended by the Board of Selectmen for \$139,989; seconded by Mr. Andersen and passed with all in favor; (9-0).

Public Input: Mr. Murphy asked if there was any public input. There was none.

Adjourn: With no further business to come before the Committee, Mr. Hayes made a motion to adjourn the meeting at 7:13pm, seconded by Mr. Andersen and passed; (9-0).

Respectfully submitted,



Chrissy Blood, Executive Assistant

Approved by the Budget Committee on the 4th day of November, 2021; ATTEST:

Sean Murphy
Sean Murphy, Chair