

BUDGET COMMITTEE MINUTES

December 1, 2022

Members Present: Carl Hagstrom, Andrew Wood, Ben Thomas, Virginia Doerpholz, Nancy Carney, Jeff Cesaitas, Bill Davis, Brian Doerpholz, Selectman's Representative & Debbie Favreau, Town Administrator

Members Absent:

Guests: John E. F. Craig, Martin Nolan, & Kate Thomas

Mr. Hagstrom opened the meeting at 7 pm.

Minutes: Mr. Wood made a motion to accept the minutes of November 17, 2022 as written with a second by Ms. Doerpholz. All voted in favor (7-0-0).

Library: Mr. Doerpholz recused himself, as he is a library trustee. Richard Marshall presented and stated that the Library has just one full time employee, that being the Library Director. At this time the assistant library director is part time, but come April 1, 2023, they would like to convert that to full time. The current Director anticipates retiring at the end of 2023 and this will allow enough time for the second full time person to work alongside the Director to eventually take over. Mr. Hagstrom asked if that position will remain full time once the Director retires. Kate Thomas responded that it is hard to hire and retain part time people and the best thing to do would be to keep the position as full time. She stated the policy of the Trustees is to have 2 people in the library at all times to ensure safety and good service. Mr. Thomas asked if the books purchased (Line 670) are funded by the Friends of the Library and Mr. Marshall answered that most are. Ms. Carney was concerned if the amount requested for advertising (Line 353) was adequate, considering they will be hiring. Ms. Thomas replied that it was conservative with Mr. Marshall adding that they will utilize some online hiring services also.

Mr. Doerpholz brought attention to the Expense Report and indicated that the percent unexpended should be 8% or higher. He noted Legal was at minus 19% and that was due to some PB cases going to court. Some are quite difficult needing legal advice. The town is also trying to do a better job at enforcing violations.

Police: Chief Leonard DiSalvo presented and stated there are 3 full time positions and 6 part time positions. Mr. Hagstrom asked about Line 318 for which the Chief responded it is for IMC which is the computer system support. Chief DiSalvo explained the increase in Line 121 Special Detail, as adding a special detail position and changing the wage from \$1.50/hr to \$10/hr for

being on call during the hours that there is no coverage with either a FT or PT employee, which is 5 hrs a night. Mr. Doerpholz added that it is on a trial basis for a year to see how it works. Mr. Cesaitis asked if it is restricted to a certain radius and the Chief responded that it is Fitzwilliam only. Chief DiSalvo noted that he could reduce the amount in Line 342 Data Processing from \$900 to \$350 and Line 562 from \$5300 to \$3600. Mr. Doerpholz inquired about Line 661 Tires and how nothing has been spent to date but \$2500 is being requested. The Chief replied that tires have been purchased but the bill has not arrived yet. Martin Nolan thought maybe if the winter tires will not see another winter, perhaps they can be kept on the vehicle during the summer months to get more use of them. Mr. Thomas expressed his opinion that it may not be the best use for situations the police encounter. Mr. Doerpholz noted that more money has been spent to date than requested in Line 629 Equipment Purchase. The Chief responded that it was for special ammunition used at the indoor Police Academy range.

Animal Control: Chief Leonard DiSalvo presented this budget and stated there is talk of combining this into the Police budget. Mr. Cesaitis asked historically, how often they meet the budget. The Chief answered that it has always been low and Adam Dubriske, Animal Control Officer, doesn't always record his time. Mr. Hagstrom thanked the Chief for his time.

Mr. Hagstrom then asked the members to review next weeks scheduled appointments: Fire, Ambulance and Emergency Management. Mr. Doerpholz explained the Ambulance Revolving Fund and stated that approximately 53% of the calls are paid. There is a mutual agreement between Troy and Fitzwilliam and whatever town the call is in, regardless of whose vehicle is used, gets to bill. Ms. Carney shared that she works for the Peterborough Ambulance and they do go after people to pay when the insurance company has paid them directly; some going to court. This could be an option for Fitzwilliam.

With nothing further to discuss, Mr. Wood made a motion to adjourn the meeting with a second by Ms. Doerpholz. All voted in favor (7-0-0).

Meeting adjourned at 8:05 pm.

Minutes submitted by Marion Wheeler