



## **Board of Selectmen's Meeting**

**Rindge Town Office**

**Date: November 13<sup>th</sup>, 2024**

### **MEETING MINUTES**

**Present:** Selectmen: Chairman Karl Pruter, Vicechair Bob Hamilton, and Tom Coneys. Also present were Town Administrator Lori Rautiola, Budget Advisory Committee Members: Phil Motta, Daniel Whitney, Casey Burrage, Roberta Oeser, James Burger, and Tina Sbrega, and members of the public.

The public meeting opened at 6:00 pm with the Pledge of Allegiance led by Karl.

**Selectmen's Announcements:** Bob announced the school deliberative session will be on Wednesday, February 5<sup>th</sup>, 2025. Tom announced there is a presentation on the school district vocational project on Tuesday, November 19<sup>th</sup> at 6:00 pm at the Pratt Auditorium.

**Consent Agenda:** Tom motioned to accept the Payroll & Accounts Payable for 11.14.2024. Bob seconded the motion, and it passed 3-0. The minutes from 11.06.2024 were tabled.

**Citizens Forum:** Karl opened the forum at 6:05 pm and closed the forum at 6:07 pm.

David Drouin requested during future events at the Recreation Center they add temporary lighting and limit a section of the road to one-way traffic due to safety concerns during Trunk or Treat this year. He asked for this to be discussed upfront and noted on the next Special Events Permit at the Recreation Center. Daniel Whitney asked about the proposed addition of kilowatts and if there have been any updates. Lori stated she had not met Mike yet to discuss.

#### **Old Business:**

##### ARPA Updates:

*Server for Town Office:* Karl tabled this until he receives information on solid-state servers and a clear quote is received

*Toilets for Town Office:* Karl requested replacing the toilets and sinks at the Town Office with ARPA funds. The total cost is \$2,189. Bob asked if Rick Donovan approved of this request. Karl tabled this item for next week.

#### **New Business:**

Intent to Cut – Map 1 Lot 5 and 5-1: Bob motioned to approve the Intent to Cut for Map 1 Lot 5 and 5-1. Karl seconded the motion, and it passed 3-0.

#### **JOINT SESSION – Board of Selectmen and Budget Advisory Committee**

Town Clerk: Shana Eichner, Town Clerk, stated the wages increase is the 3% COLA, the Dog License Expenses line is the same, Certificates and Fees decreased by \$1000, Advertising decreased to \$100 as a placeholder, Dues and Subscriptions was cut to \$20, Contracted Services increased by \$200 because of shredding prices increasing, Office and Cleaning Supplies increased by \$200, Postage, Staff Development, and Lease Purchase Payments remained the same, and Mileage increased by \$50. They discussed reducing the deputy town clerk's hours to balance the increase for the deputy tax collector. They decided to reduce the hourly wage by 66 hours. There was clarification about the office and cleaning supplies line. Tom requested the budget expenditure be changed through the end of October as soon as possible.

Elections/Supervisors of the Checklist: Lori stated Karla requested the postage be changed to \$400. Roberta questioned

why the decrease in wages was only \$1,500 as there is only one election in 2025. Further discussion was deferred until Karla arrived.

Trustees of the Trust Fund: Craig Clark, a trustee member, stated that the expenses for 2025 are photocopying, postage, and training the new alternate, Claudia Stewart. The training expenses will be through the town's training budget so there are no significant additional expenses for 2025. Lori agreed to find out if the training for the trustees will take place next year and the cost. They discussed the postage line and the rent of the post office box. They decided to increase the postage to \$175.

Patriotic Purposes: Craig stated most of the budget was spent on flags for veterans' graves and requested they move this expense to the cemetery budget. The Memorial Day parade expenses were \$300 for the Civil War re-enactors and \$100 for pipitones. He is anticipating the cost of the small flags to increase to about \$1000 for 386 flags, the price this year was about \$700. They discussed the town flags being coded for patriotic purposes and Dan requested they discuss with Mike where it should be coded moving forward and updated on the sheet. There was further discussion of the flags and creating a line for all the flags for patriotic purposes.

Zoning Board of Adjustment: Lori stated they increased the hourly wages by \$1000 so the rate is \$25 an hour for 20 hours a month. Everything else stayed the same.

Conservation Commission: David Drouin, Conservation Commission Chair, stated the Property Maintenance line remains the same, the dues and subscriptions line increased to \$710, they decreased staff development to \$230, and all other operating expenses remained the same. There was a brief discussion of property maintenance and volunteer hours. David explained the decrease in expenditure is due to the clerk's hours decreasing and separating the minute-taking duty. Lori explained the minute-taker position is under town office hourly wages for 10 hours a month. There was further discussion of how the wages should be allocated but no decision was made.

David asked about the \$30,000 loan the Conservation Commission gave for the construction of the playscape for the Tetrault Park project to the Recreation Department. He requested to take \$10,000 a year for 3 years from the Recreation Revolving Fund for repayment. There was a discussion of the revolving fund and fundraising by the Recreation Committee to repay the Conservation Commission.

Elections/Supervisors of the Checklist: Karla explained there is only one election next year, but the Supervisors need to clean up the checklist which takes letters, postage, and time. Karla requested a raise to at least \$10 an hour due to the increase in the Supervisors' duties since 2009. They decided to adjust the salary to \$10 an hour but there was no change to the wages line. The second change was to postage from \$100 to \$400 because of the number of letters they will mail. There was a discussion of the justification of the checklist and the new voting machines expense for next year.

A recess was taken at 7:25 pm. The meeting was reconvened at 7:35 p.m. Laurie May explained an Impact Fee was also involved in the Tetrault Park project which comes from Recreation. Up to the end of 2023, \$51,088 was put into the project. The Conservation Commission paid \$21,451, Recreation paid \$6,833, and the Impact Fee paid \$22,804. Karl asked for the numbers through 2024.

Police Department/Animal Control: Rachel Malynowski, Police Chief, stated Vehicle Maintenance and Repair Services increased to \$9,850 from \$7,000 while Cruiser Supplies decreased to \$4,150 from \$5,000. There was a discussion about the Police Revolving Fund covering the cost of a new cruiser and using some of the funds for cruiser maintenance. Contracted Services decreased to \$2,590 from \$6,750 and Uniforms and Safety Equipment increased to \$11,635 from \$10,525 mainly due to staff increases. Rachel requested the proposed \$13,675 for Weapons and Ammo decrease to \$10,675 which was agreed to. The budget for Weapons and Ammo in 2024 was \$4,600. The reason for the increase was for an upgrade and there was further discussion about the cost. The board questioned if the upgrade for the Glocks and the software for the speed limit signs would fall under ARPA. Rachel said she would investigate trading ammo to reduce the line item, get an updated quote, and talk with Rick. Equipment/Furniture/Tools and Tuition stayed at \$1 to keep the

line items. There was a discussion on Mileage, and they decided to decrease the line item to \$7,500. Training increased to \$7,275 from \$6,800 and Monadnock SRT increased to \$750 from \$1. The budget for Animal Control was cut out and a \$500 line item for Animal Care/Surrender for emergency sheltering. There was a discussion on the position of Animal Control Officer and the current procedures for stray animals.

Rachel explained the increases to the Wages and Benefits. The Prosecutor Program increased to \$78,175 from \$52,700 as they renegotiated their contract in the middle of the year. The part-time line item decreased to \$5,000 from \$20,000 to help mitigate the cost of the Prosecution Program increase. Rachel explained the need to increase the overtime wages from \$60,000 to \$80,000. A Shift Differential line was added, and the Chief proposed a substantial increase to the shift differential. A shift differential is an additional \$1 per hour for the second shift and \$2 per hour for the third shift or \$1.50 across all hours worked between 4 pm and 7 am. There was a discussion of the budgeted additional wages and benefits for the 8<sup>th</sup> and 9<sup>th</sup> officers. The budget line for the prosecutor program was corrected to \$75,000 from \$78,175. There was a brief discussion about the retirement lines and health insurance.

There was a discussion about the changes to the Parks and Recreation Wages and Cemeteries' wages. There was a discussion about the Ambulance Service line and adding \$46,500 back in. Laurie May stated she will be adding revised wage numbers to the Fire Department's budget. There was a brief discussion of the Fire Department budget.

The meeting adjourned at 9:26 p.m. The last three agenda items were delayed for the next meeting.

Respectfully submitted,

*Victoria Stenersen*

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Executive Secretary