

**Town of Newport, New Hampshire
Board of Selectmen
Minutes for Budget Review Meeting
February 13, 2020; 6:30 pm
Municipal Building**

SELECTMEN PRESENT: Jeffrey Kessler, Chairman; Todd Fratzel, Vice Chairman; Barry Connell, William Wilmot, Jr.; John Hooper II

STAFF PRESENT: Hunter Rieseberg, Town Manager; Paul Brown, Finance Director; Steve Yannuzzi, Fire Chief; Craig Robertson, Interim Police Chief; Brent Wilmot, incoming Police Chief

COMMUNITY MEMBERS PRESENT: Sarah Freeman

NCTV: John Lunn

CALL TO ORDER: Chairman Kessler called the meeting to order at 6:32 p.m. followed by the Pledge of Allegiance.

AGENDA REVIEW: Chairman Kessler requested that the minutes of the February 10, 2020 meeting be moved to the February 17, 2020 BOS meeting.

MINUTES FROM PREVIOUS MEETING(S): none

CONSENT AGENDA: On a motion by Selectman Fratzel, seconded by Selectman Connell; *the Board voted to approve the Consent Agenda of the February 13, 2020 BOS meeting. The motion passed 4-0-0.*

OPEN FORUM: none

COMMUNICATIONS: Selectman Connell shared that three people during voting asked why the Town continued to use the Opera House because of all the stairs. He suggested better signage for those who need ADA accessibility or for the Newport population that needs an easier mode of entry. There was a short discussion on the use of the high school gym.

Selectman John Hooper II joined the Budget Review Meeting at 6:38 pm

Selectman Wilmot stated that Newport's Winter Carnival has begun.

Selectman Hooper had nothing to share at this time.

Chairman Kessler informed the Board members that he had been approached at voting by two people who asked if the Town was fully staffed at the Public Works Department (PWD). There was a short discussion on the supervisory and director position at the PWD.

Town Manager Rieseberg had nothing to share at this time.

INFORMATIONAL: Newport Public Safety Departments: Chairman Kessler acknowledged Fire Chief Steve Yannuzzi. He also introduced Mr. Brent Wilmot, who will be starting as new Police Chief on March 2, 2020 as well as the Newport Interim Police Chief, Lieutenant Craig Robertson.

Newport Fire Department (FD): Town Manager Rieseberg addressed the BOS and stated that there was not much in the way of change in the Fire Department. There were increases in salaries, insurance. Fire Chief Yannuzzi addressed the BOS and stated that line item increases he saw necessary were for the maintenance of vehicles and equipment.

Fire Chief Steve Yannuzzi, Finance Director Brown and the Board members discussed the following line items:

- ❖ Adequacy of fire apparatus-Engine 4
- ❖ Grant to replace fire truck (95%/5%) match
- ❖ Replacement of Ambulance 3 (white)
- ❖ FEMA Grant to replace 2nd ambulance (1st red purchased)

The Board members asked questions on the following line items:

- Turnout gear
- Radio Replacement
- Replacement of equipment schedule
- Radio Repeaters
- Radio System

There was a discussion on the use of repeaters by the Fire Department. Fire Chief Yannuzzi explained the pros and cons of repeater use in the Fire Department.

- Dry hydrant at Barton Whitney Road.
- Combine Fire/EMS department for next fiscal year.
- Tracking of Fire/EMS vehicle maintenance
- Unification of Department
- Fleet tracking software

Selectman Connell stated he had no questions on the Fire Department Budget. He welcomed Fire Chief Yannuzzi to Newport.

Capital Reserve

- Hydraulic Stretchers-separate from the ambulance purchase
- Fire truck (Tanker)
- Ambulance (4 year cycle)

Newport Emergency Medical Services (EMS): Town Manager Rieseberg stated the budget is similar to the other budgets; very little has changed. The Board members asked questions on the following line items:

- ❖ Overtime
- ❖ Salaries
- ❖ Grant to pay for staff person
- ❖ Payroll/Per Diem Coverage (12am-6am and weekends)
- ❖ Call personnel
- ❖ Coverage Salaries
- ❖ Runtime salaries
- ❖ New policies to ensure coverage at Fire Station
- ❖ Staffing, Mutual Aid
- ❖ Number of paramedics

Selectman Fratzel voiced his concerns on lack of coverage. Town Manager Rieseberg voiced his

understanding of Newport coverage compared to coverage in other area departments. Chairman Kessler told Fire Chief Yannuzzi about historical coverage from the Fire/EMS services outside of Newport.

Fire Chief Yannuzzi, Town Manager Rieseberg and the BOS had a general discussion on the difficulties of staffing and the use of mutual aid by Newport when paramedics have been needed in Newport.

Fire Chief Yannuzzi had actively been recruiting new personnel. EMTs being “home grown” is important. EMT classes are being held at the CTE. Internships with paramedics at the Newport station could be designed. Students would be exposed to the fire side of the position as well. Programs like this are done all around the country. There was further discussion between Fire Chief Yannuzzi and the BOS concerning a Town/School partnership.

Capital Reserve

- ❖ Ambulance
- ❖ IV Pumps for Paramedics use
- ❖ Air Conditioning (rejected)
- ❖ Retaining Wall at Fire Department (BOS stated cosmetic only at time)

Fire Chief Yannuzzi, Town Manager Rieseberg, Finance Director Brown and the BOS reviewed and discussed the grant for the new ambulance and the needs of their customer base.

Emergency Management: The Board members briefly discussed the Emergency Management section of the budget. The Senior Center is used as an emergency management shelter.

Health: The Board members had no questions concerning the Health section of the budget.

Fire Chief Yannuzzi said as he went through the 2020-2021 fiscal year, he would make recommendations for next year’s Fire/EMS budget.

Fire Chief Yannuzzi stayed for the rest of the Public Safety Department budget reviews (8:39 p.m.).

Police Department (PD): Town Manager Rieseberg addressed the BOS and stated that there was not much in the way of change in the Fire Department. There were increases in salaries, insurance. He stated that Brent Wilmot will be working through his first fiscal year in Newport and will also be able to make recommendations that will fit him and his style of leadership for fiscal year 2021-2022.

Town Manager Rieseberg addressed the BOS and gave general financial information on the Police Department budget. The Board members then asked questions on the following line items:

- Radio Maintenance (typographical error on number)
- Vehicle Maintenance, number of vehicles
- Overtime
- Computer Maintenance
- Computer Protection (cyber security)
- Body cameras problems, replacements
- In-car cameras problems, replacements
- Potential class action lawsuit with other PDs on body cameras and car cameras
- Training
- Salaries
- Fuel (*discussion on fuel for all departments*)
- Drug Task Force (county wide)

- Grants

Town Manager Rieseberg stressed that the Emergency Communications were in a precarious state dispatch center equipment was aging and no longer supported by vendors. Replacement of communication equipment is just under \$500,000. He broached the idea with the BOS and staff present of regionalizing the communications.

The Board members and Town Manager Rieseberg discussed the following concerns: Emergency Communications:

- Aging equipment
- Partnering with neighboring communities
- Collaboration versus contracting
- ECO Computer Maintenance
- Local face to face dispatching, communities dispatched by Newport
- Safety Issue to Town
- Staffing

Capital Reserve

- \$5,000/year has been set aside for future expense of Communications equipment
- Grants
- Special Detail Fund
- Cruiser Replacement
- Rehab locker rooms (postponed to future fiscal year)

Prosecution: The Board members had no questions on the Prosecution section of the PD budget.

- Excellent prosecutor
- They had no further questions concerning Prosecution.

Selectman Wilmot asked Finance Director Brown the status of the copying machines. Finance Director Brown explained the Town wide status.

Chairman Kessler asked who was keeping list of items in “the corral”. Selectman Wilmot was.

On a motion by Selectman Fratzel, seconded by Selectman Hooper, ***the Board voted to adjourn at 8:39 p.m. The motion passed 5-0-0.***

The remaining budget review meeting of the Board of Selectmen is scheduled for: Monday, February 17, 2020.

Recreation Department-P.J. Lovely
General Government & Miscellaneous Remaining Budget Items-Paul Brown

Respectfully submitted,



Maura Stetson, Scribe

Approved on: March 2, 2020