

**BOARD OF SELECTMEN  
TOWN OF PEMBROKE, NH  
October 11, 2023 at 6:30 PM**

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Present: Selectman Karen Yeaton, Selectman Peter Gagy, Selectman Rick Frederickson,  
Selectman Sandy Goulet

Staff: Town Administrator David Jodoin

Excused: Selectman Richard Bean

**I. Call to Order:**

Chairman Yeaton called the meeting to order at 5:32pm.

**II. Citizen Comment**

None

**III. Scheduled Meetings**

Chief Gaskell – 2024 Budget Presentation

David Jodoin explained the increases to the wage lines are based on adjustments for pay increases, the new prosecutors' position, and changes to all payroll related lines. Health insurance has a proposed increase of 9.7% and the increase factors in family plans for the two vacant positions. There are also three employees taking the health insurance stipend which is a 10% payout. Dental is also forecasted to go up 4.7% and the retirement increase is fixed for the next three years.

Chief Gaskell explained the entire budget has increased 9.23% and the 5 major areas are: the combined wage related items, training and education (22.73%), telephone (10%), dispatch services (18.45%), dues & subscriptions (87.50%)

- Training & Education – additional training for the new prosecutor position and 11 other guys who also need outside training. To offset the costs, the safety center has been routinely offered as a training facility. In doing so, they have received 5 free training courses.
- Telephone – The Department needed an additional phone line, additional cell phone for the Prosecutor, and some of the hard lines have increasing costs. A hard line is required for Police Departments.
- Dispatch Service – Part of the increase is for operational costs at the county, an increase in user fees that are based on call volume, and a software/hardware update fee split equally between all users.

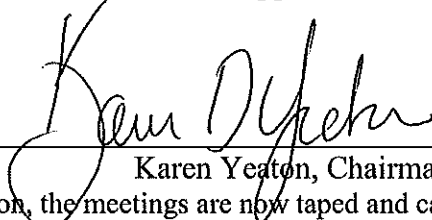
- Dues & Subscriptions – Concord Monitor, NH Chiefs of Police, The Bar, and LEAP.

Selectman Yeaton stated the amount expended under two-year prior for criminal investigations was \$3,388.59 and last year was \$1,612.05 but there is continually \$8,200 budgeted. Chief Gaskell stated he could look at that line item again for a possible reduction. Selectman Gagyi asked what that line is used for. Chief Gaskell stated it is for evidence items such as finger printing supplies, TLO software, evidence hard drives, storage for digital evidence, and support of the drone program. Selectman Frederickson asked if they anticipate this line being utilized more now that the Department has their own prosecutor. Chief Gaskell stated he is unsure at this point.

Selectman Yeaton stated there are two other lines that showed a similar pattern with the current year expenditure compared to previous year budgeted amount not being close. Those lines are equipment purchases and computer/software maintenance. Chief Gaskell explained the computer line is the IT maintenance person and the in-house reporting system. The bill for the in-house reporting system will not come until the end of the year so it is not reflected in the year-to-date total. The equipment purchases that are still to be expended from that line are software and tablets that will connect directly to the state for incident reporting as well as purchasing mobile road signs. Chief Gaskell will keep an eye on those lines for reductions.

#### **IV. Adjourn**

Selectman Goulet made a motion to adjourn at 6:27 PM. Selectman Frederickson seconded the motion, and it was approved unanimously.



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Karen Yeaton, Chairman

For more detailed information, the meetings are now taped and can be seen on [www.townhallstreams.com](http://www.townhallstreams.com) click on Pembroke NH and look for the day of the meeting under the month.