

Town of Nelson
Selectman's Meeting
1:00 PM
September 16, 2025

Executive Board Attending: Brenna Kucinski, Mike Blaudschun, Don Carlisle; Edie Drinkwater, Administrative Assistant, absent

Others Attending: Ellen Smith, Administrative Assistant, Marlborough, Zach Byam, Chief of Police, Marlborough

Members of the public attending: Lisa Sieverts, Max Nunnemaker, Amy Whitney, Gary Robinson, Martha Collins, Maury Collins

At 1:12 PM Brenna Kucinski opened the September meeting of the Nelson Select Board. Brenna asked the members of the public to please hold their questions until the end as the board needed time to ask their questions first.

The board had asked Ellen Smith and Zach Byam to our meeting to discuss the details regarding how they administer their police department's revolving fund in Marlborough. In anticipation of a Warrant for Town Meeting in March of 2026 the board needed clarification of how the process works. Ellen went through the steps involved in administering the fund. She asked what software we use for our accounting which none of us were sure of. They use BMSI. They run their funds through one banking account. A separate code is used for police details. That distinguishes which fund the money is going to be placed in and taken out of. Their Police Administrative Assistant for the police department is responsible for the paperwork involved in obtaining details and billing. Ellen does the payroll end. She explained you could have two separate banks accounts but that is not really necessary. As long as the accounting reflects whether

it is in regards to details or regular town payroll. Bookkeeping reflects the revenues, expenditures and reports.

Mike asked about how a town would start a fund from scratch and whether money would have to be placed in the fund to get it started. She explained to us that the money for payments to the officers for details comes out of the same bank account so there is no need to “fund” the fund ahead of time when starting a new revolving fund. It is all managed with coding for specific purposes.

She and Zach also explained to us that the Select Board can come up with any numbers for the cost of the detail work provided. Often vendors are desperate for officers and will pay whatever is needed to obtain one. Zach also stated that for vendors NH is a bargain as other states require higher fees for the work.

It was asked how many officers Marlborough has and Zach replied 3 full time police officers. They have made significant money with their details and now have accrued around \$20,000 in their account. The point was made that Nelson is much smaller but Zach stated that while this is true, funds would accumulate over time.

Brenna asked how long it usually takes to receive payments from details and Zach stated that they usually pay in one or two weeks. He has never not been paid for a detail. He also said you can make a late payment subject to interest but they do not do that. He was then asked about the minimum time they are paid for detail work and he stated 4 hours if they are done early or the job is cancelled.

Zach also talked about the reasoning behind why the money should be placed in the fund to benefit the police department. It involves the officer's time, police equipment and is police department based. He also stated that it is a good recruiting tool for young police officers who like the ability to make the extra money.

Don was concerned about the appearance of the revolving fund and misconceptions about it. Ellen said that when she worked for the town of Rindge this was a problem but it has not been an issue in Marlborough.

Lisa Sieverts asked how much time it would take for an administrative assistant to do the paperwork for details. Ellen said it takes her approximately 1/2 hour a week. She also asked where the details occur. Zach said local police departments are restricted to Cheshire County with the exception of Peterborough.

Amy Whitney asked what kind of details they do. Zach responded that recently they had a paving job in Marlborough that required many officers and they reached out to multiple towns. Other details are for Asplundh for tree work, utility companies, and often Keene asks for help with football games, graduations, even weddings. He stated there are more details available than can often be filled. He explained that if officers are not available companies then have to employ flaggers who are not taken as seriously as police officers are. They are have to be paid so officers are often preferred.

Gary Robinson asked who the initiates details and if the town sends out requests. Zach clarified that towns are notified about the need for police officers from various companies and if that town can't fill them then they reach out to other towns.

With all questions asked and answered the board thanked Ellen and Zach for their time. Ellen said she would be glad to help our Administrative Assistant with any questions or problems she might have in setting up the fund.

A motion was made by Brenna to leave the public session and to go into non public session under RSA 91-A:3 II (). Mike voted yes, Don voted yes, Brenna voted yes.

Meeting adjourned at 2:12 pm

Brenna Kucinski, Chair

Mike Blaudschun

Don Carlisle