

**Board of Selectmen  
28 November 2011  
Minutes**

**5:06 pm** – Selectman Rachel Hatch called the meeting to order. Present were Selectmen Rachel Hatch and Ralph Lavin, Town Administrator Tim Warren and Clerk Lois Dionne.

After attendance, everyone stood for the “Pledge of Allegiance”.

**5:08 pm – Selectman Hatch moved to enter into Non-Public Session per RSA 91-A:3, II(a)** - Dismissal, promotion or setting compensation for public employees or the investigation of any charges against him, unless the employee affected has a right to a meeting or requests that the meeting be open, in which case the request shall be granted. Selectman Lavin seconded. Motion passed 2-0.

The Selectmen discussed a personnel issue.

**5:37 pm – Selectman Hatch moved to come out of Non-Public Session.** Selectman Lavin seconded. Motion passed 2-0.

**5:38 pm – Recess**

**5:47 pm – Back in Session**

**Recycling Sticker Fee** – Selectman Lavin said he had been approached by a resident who felt that since we now charge for recycling stickers, residents should have the right to remove things from the metal pile at the recycling center if they saw something they would like to have. Tim said the reason residents cannot remove items from the metal pile is because it is a liability issue.

**6:00 pm** – Chairman Guarino arrived at the meeting.

**6:00 pm – Selectman Hatch moved to enter into Non-Public Session per RSA 91-A:3, II(a)** - Dismissal, promotion or setting compensation for public employees or the investigation of any charges against him, unless the employee affected has a right to a meeting or requests that the meeting be open, in which case the request shall be granted. Selectman Lavin seconded. Motion passed 3-0.

The Selectmen discussed a personnel issue.

**7:08 pm - Selectman Hatch moved to come out of Non-Public Session** – Selectman Lavin seconded. Motion passed 3-0.

**MOTION – Selectman Hatch moved to seal the minutes of the above non-public session. Selectman Lavin seconded. Motion passed 3-0.**

**7:11 pm – Public Input** – Present for public input were Brett Currier, Roger and Elena Ball, Bernadette Gallant and Cindy Houghton. Chairman Guarino read “Public input is reserved to allow residents, without prior notice, to bring forward new information on matters of interest to the Town. Existing cases or applications shall not be heard. Residents with existing cases or applications shall use the channels established for appeal or submission of new information in their cases. The Selectmen reserve the right to place time limits on public input. No vote will be taken on any matter brought in through public input unless a dire emergency requires such action.”

**Old Police Cruisers** – Brett Currier asked if the Selectmen had gotten any information on the unused police cruisers, he had previously brought to their attention, that hadn’t been sent to the auction at White Farm. The Selectmen had not gotten the information, but asked Tim to follow up on it.

**Minutes** – Cindy Houghton commended Lois on the job she does on the minutes.

**Perceived Conflict of Interest** – Cindy Houghton asked if the Board had discussed the conflict of interest issue she had brought forward pertaining to Selectman Hatch. The Board had discussed the issue last week, which was reported in last week’s minutes that the Selectmen would approve tonight. Chairman Guarino read from the draft minutes the part relating to the discussion of perceived conflict of interest. The Selectmen had agreed that the perception of a conflict of interest is out there, but they did not feel there was any proof of a conflict of interest. Selectman Hatch had stated that she did not want to be a detriment or a liability to the board, but the other two selectmen didn’t feel she was either.

Cindy asked, as a taxpayer who believes there is a conflict, what her next step should be. There was a brief discussion what constitutes a conflict of interest, that the town and school are separate entities, and what Rachel does could not affect the finances of the Town. Cindy said she felt there is the opportunity for town business to be done on school time, and if that is happening, it is an issue.

Selectman Lavin suggested that Tim write a memo to all department heads informing them they are not to go to the SAU office with town business. Chairman Guarino stated that people had to realize that the police chief has business he has to do pertaining to the school at the SAU office.

Cindy said she didn't want one person doing all the functions that Rachel does; it is perceived conflict and is a very gray area, not spelled out in the RSA. She said it is not against Rachel personally. Cindy said she would prefer that Rachel either be a selectman, or work on school stuff, and definitely not work on the budget.

Selectman Lavin stated that he had spoken with some residents last week, and they said that residents knew when they voted Rachel in as selectman that she worked for the school, so they knew what they were getting when they voted her into the position. Cindy said everybody isn't aware of that.

Roger Ball stated that the Selectmen had been working on department rules and regulations, and the Selectmen could include that an elected official could not serve on other boards.

**Mileage** – Brett felt it might be a good idea to buy a new little “Prius” instead of paying mileage. He didn't think it would take long to pay for the car that way. There was a brief discussion on the cost of a car opposed to paying mileage. So far this year mileage payments have been \$2,074. Brett asked to get all mileage payments for the town to determine if it would be more profitable to purchase a car.

Chairman Guarino closed public input.

**Health Insurance** – Tim reported that an LCG Rep had met with employees to discuss their health insurance plans. Currently the town has Blue Choice.

Employees were given the choice of staying with Blue Choice or switching to Matthew Thornton. The Matthew Thornton plan increases the co-pay employees would pay, but premiums for the Town and the employees would decrease. Employees electing to stay with the Blue Choice Plan would have to pay the difference between the cost of that plan and the Matthew Thornton Plan. We have at least one employee who elected to stay with Blue Choice; the rest are switching to Matthew Thornton.

**Budget** – Tim asked to review the changes that had been made to the budget last week to be sure the figures were correct.

Changes from last week were reviewed along with other changes to be made.

Tim had been asked to send a directive to the police, fire and building department asking them to review their budget, with the goal of level funding the budget. He had new figures from the fire department, which the chief will be in to discuss tonight, but has nothing yet from the police or building departments.

While reviewing the budget, it was noted that the highway budget is also up considerably from last year. Chairman Guarino asked about the possibility of buying more sand now, which would reduce the budget for next year. There was a brief discussion of the budget. Chairman Guarino will speak with the Road Agent.

**Fire Department Budget** – Chief Hempel presented the Selectmen with changes that brought his budget in \$200 under last year's budget. Adjustments were made in salaries for part-time employees, a decrease in health insurance plan, and heat and electric. The reduction in utilities was the result of the Corner's station no longer being a factor.

Chief Hempel informed the Selectmen that he would not be pursuing a replacement engine for Engine I this year, as he had planned, but would be pursuing a replacement for Ambulance I. He said he is investigating refurbishing Engine I, but doesn't feel it is going to be a good option.

Chief Hempel said he would like to pursue the purchased of a used pickup truck for Forestry II.

Chief Hempel also presented the Selectmen with a copy of a Grant Agreement to be signed. This was for a grant the town had been awarded for an emergency operations plan.

**Operating Budget** – Tim said that with the figures they have so far, the town's operating budget is down \$818,000 from last year.

**Approval of Minutes** – The Selectmen reviewed the minutes of last week's meeting.

**MOTION – Selectman Lavin moved to accept the minutes of November 21, 2011 as amended. Selectman Hatch seconded. Motion passed 3-0.**

**Phase II Account** – Tim informed the Selectmen that we have a checking account named "Phase II". This account is money that a group of women including, Helene Roberts, raised when the Academy Building was being renovated for town offices; the money was to be used for repairs to the Academy Building. There is still \$5,456.35 in the account, but there has been no activity on the account for four years. The Town is in the process of changing banks, and rather than set up a new account that has no activity, we asked Helene what should be done with the money. There are only two women left who had raised the money, and Helene said they would like the money to be spent on the Academy Building, since that is what it was raised for.

Tim had suggested new wall lighting upstairs. He was asked to get estimates, but the Selectmen were also asked to come up with suggestions for use of the money. Helen would like to be informed once a decision has been made. We would like to have the account closed before the end of December.

**Painting Bids** – Bids were received for painting two sides of the Academy Building, scraping and touch-up painting of the Old Town Hall and painting the recycling building. The bids were opened at a previous meeting, but not awarded.

The painting bids were reviewed.

**Old Town Hall**

Andrews Painting LLC	\$18,800.00
Hodgkins Painting & Maintenance	8,090.00

**Academy Building**

Classic Painting Services	\$ 4,400.00
Andrews Painting LLC	10,500.00
Hodgkins Painting & Maintenance	5,062.00

**Recycling Center**

Classic Painting Services	\$5,600.00
Andrews Painting LLC	5,500.00
Hodgkins Painting & Maintenance	3,100.00

After a brief discussion of the bids, the Selectmen agreed to award the bid to paint the academy building, but the other two bids were not awarded. Tim was asked to notify the contractor awarded the bid to paint the Academy Building, and ask if they would give us a “package deal” to paint the three buildings and to include painting the garage doors at the recycling center, which had not been included in the RFP.

**MOTION – Selectman Lavin moved to award the bid to paint two sides of the Academy building at a cost of \$5,062 to Hodgkins Painting and Maintenance. Selectman Hatch seconded. Motion passed 3-0.**

**Grant Agreement** – The Selectmen signed the grant agreement the fire chief had presented, and Tim notarized their signature. Tim said they would formally have to accept the agreement. This was to update the emergency operations plan, so that in case of another ice storm or other disaster, people would have a place to go.

**MOTION – Selectman Hatch moved to apply for and accept the EMPG Grant Agreement for Emergency Operations Plan Update in the amount of \$2,500. Selectman Lavin seconded. Motion passed 3-0.**

**Old Town Hall Foundation** – Tim stated that when the Town was considering revamping the Old Town Hall for the police department, a suggestion was made to jack up the building and put a foundation under it. He said the granite walls there are solid, but six to eight inches on some of the metal columns underneath in the basement area have rotted off so there is just the cement left. The basement is very wet, and when we had someone in there doing plumbing when changing the bathroom for handicap

accessibility, they thought it might be in the Town's best interest to get the drainage around the inside the basement down to where the sump pump is. They would dig out around the inside of the foundation, put in crushed stone and a perforated pipe pitched to the corner of the building. The floor would come out one foot from the foundation leaving the stone exposed. The floor will have about four steps, which would make level spots for storage; the area would be fairly dry. Tim had three estimates ranging from \$24,260 to \$32,800.

There was a brief discussion about the project. Selectman Hatch stated that since there is a lot of sentiment for the building by many residents, and it is on the Historic Register, she would be willing to put it on a warrant article and have the residents decide.

**SAU Office** – Selectman Lavin suggested that a letter be sent to all department heads reminding them that the SAU Office is not the Selectmen's Office, and they should not call or stop in there to do business with Rachel that is not school related.

Tim said he had already talked with the department heads and asked them to stop visiting with Rachel at the SAU Office.

**9:27 pm – Selectman Hatch moved to enter into Non-Public Session per RSA 91-A:3, II(a)** - Dismissal, promotion or setting compensation for public employees or the investigation of any charges against him, unless the employee affected has a right to a meeting or requests that the meeting be open, in which case the request shall be granted. Selectman Lavin seconded. Motion passed 3-0.

The Selectmen discussed a personnel issue.

**9:36 pm – Selectman Hatch moved to come out of Non-Public Session.** Selectman Lavin seconded. Motion passed 3-0.

**MOTION – Selectman Hatch moved to seal the minutes of the above non-public session. Selectman Lavin seconded. Motion passed 3-0.**

**9:38 pm – MOTION – Selectman Hatch moved to adjourn the meeting. Selectman Lavin seconded. Motion passed 3-0.**

Respectfully submitted,

Lois Dionne  
Recording Clerk

