



BOARD OF SELECTMEN
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BOARD MEETING MINUTES
November 16, 2015

Selectmen Present: Nancy Carney, Chris Holman, Susan Silverman

Ms. Carney called the meeting to order at 6:58 p.m.

PRIMARY:

***** APPROVE MINUTES**
- **November 9, 2015**

Ms. Silverman made a motion to approve the minutes. Ms. Carney seconded. Ms. Carney - Yes, Mr. Holman - abstained, Ms. Silverman - Yes. Approved – 2-0

***** APPROVE MANIFESTS**

Mr. Holman made a motion to approve the manifests. Ms. Silverman seconded. Ms. Carney - Yes, Mr. Holman - Yes, Ms. Silverman - Yes. Approved – 3-0

***** CONSTRUCTION PERMIT**
Map 32, Lot 28

Map 32, Lot 28 – Ms. Silverman made a motion to approve the permit for Map 32, Lot 28. Mr. Holman seconded. Ms. Carney - Yes, Mr. Holman - Yes, Ms. Silverman - Yes. Approved – 3-0

7:15 MEET WITH BOARD OF FIREWARDS

Ms. Carney recused herself and left the room, while the Selectmen met with Firewards, Bill Prigge and Warren Hall. Ms. Silverman asked if the increase of \$25,000 would cover the salary increases. Both Mr. Prigge and Mr. Warren stated that they didn't need to adjust their budget. Ms. Silverman stated that calls were high last year and Mr. Holman stated that the calls were even higher so far this year. Mr. Prigge stated that payroll stayed the same for the most part. Ms. Silverman asked Ms. Favreau about an update on the budget and Ms. Favreau responded that it was current through October 20th. Ms. Favreau shared that the Fire Department using the new rate would be at \$28,800 through the end of October and that left 2 months until year-end. Mr. Holman asked if the pay was based on job descriptions and were they going to adjust or stay the same. Mr. Hall stated that they would be what they are now and they are paid for whatever position they are in. Mr. Holman suggested that pay be based on certifications. Mr. Hall stated that this was the Firewards first attempt at the new wage scale and they didn't want to break out into a lot of categories. Discussion continued on training, the reward versus pay, timesheets, minimum call out time and the record keeping process.

Ms. Silverman thanked Mr. Prigge and Mr. Hall for meeting with them.

Ms. Carney would work with Ms. Favreau to label the timesheets.

***** DISCUSS SAMPLE PLATE FOR HONOR ROLL**

Ms. Carney shared the sample plate for the honor roll that was received from McAnney. The Selectmen discussed the material and font. Ms. Silverman asked if a clear coat could be added to help preserve the letters. Ms. Favreau would find out about adding a clear coat.

*** **VACATION REQUEST – ROAD AGENT**

Ms. Carney reviewed Gene Cuomo's vacation request for November 16-18, 2015.

Ms. Silverman made a motion to approve Mr. Cuomo's vacation request for November 16-18, 2015. Mr. Holman seconded. Ms. Carney - Yes, Mr. Holman - Yes, Ms. Silverman - Yes. Approved – 3-0

*** **SIGN LETTER TO SOUTHWEST REGION PLANNING COMMISSION**

- **Culvert Inventory**

The Selectmen reviewed and signed the letter to SWRPC asking them to proceed with a culvert inventory. Ms. Favreau shared that she and Mr. Cuomo met with Henry Underwood last week.

*** **SIGN HEALTHTRUST MEMBERSHIP AGREEMENT**

The Selectmen reviewed and approved the HealthTrust Membership Agreement.

*** **DISCUSS PUBLIC SAFETY BUILDING FURNACE**

Ms. Favreau shared that the power vent needed to be replaced again for the 3rd time in just the last few years. Mr. Cuomo suggested that it might be cheaper to put up a chimney instead of replacing the power vent every year. The cost to replace the power vent was \$1,118. Discussion continued on the next steps, options and how to fund. The Selectmen asked that Ms. Favreau get information on what the options would be and to contact Keating Plumbing & Heating, since they just replaced the power vent.

*** **REVIEW MEMO – THANKING BOARD OF SELECTMEN STAFF**

The Selectmen reviewed the letter from Kathleen Stark - commending the Board of Selectmen staff for their work.

*** **REVIEW AND SIGN AVITAR MAPPING CONTRACT**

Ms. Favreau recommended that we purchase updates only and not the full maps. The Selectmen reviewed and discussed the Map Maintenance Agreement with Avitar.

Ms. Silverman made a motion to approve the Map Maintenance Agreement with Avitar for updates only. Mr. Holman seconded. Ms. Carney - Yes, Mr. Holman - Yes, Ms. Silverman - Yes. Approved – 3-0

*** **ACCEPT DONATION – WORK ON SKI TRAILS**

Ms. Carney shared that a donation in the amount of \$1,495 was received from Holman Contracting & Landscape Materials, Inc. for work done on the ski trails. The Invoice totaled \$2,695 and the balance due was \$1,200. The Selectmen asked that a thank you note be sent thanking them for their donation.

Ms. Silverman made a motion to accept the donation of \$1,495 from Holman Contracting & Landscape Materials, Inc. Ms. Carney seconded. Ms. Carney - Yes, Mr. Holman - recused, Ms. Silverman - Yes. Approved – 2-0

*** **PIPELINE**

- **Review Draft Coalition letter**
- **Email from Southwest Region Planning Commission**
- **Email from Pipeline Coalition**
- **Review letters from US Congress**
- **Email – Arthur Cunningham**
- **Email Suzanne Gray**

Review Draft Coalition letter – The Selectmen reviewed and discussed.

Mr. Holman made a motion for the Town to be part of the joint effort between the groups to push for consolidated review of the New England pipeline proposals to FERC's Norman Bay. Ms. Carney seconded. Ms. Carney - Yes, Mr. Holman - Yes, Ms. Silverman - Yes. Approved – 3-0

Email from Southwest Region Planning Commission – The Selectmen reviewed and discussed.

Email from Pipeline Coalition – The Selectmen reviewed and discussed.

Review letters from US Congress – The Selectmen reviewed and discussed.

Email – Arthur Cunningham – The Selectmen reviewed and discussed. The Selectmen would like Attorney Arthur Cunningham to attend the meeting on Wednesday. The Selectmen would like to meet with Attorney Cunningham and asked Ms. Favreau to schedule a meeting for December 7th or 14th.

Email Suzanne Gray – The Selectmen reviewed and discussed.

***** NON – PUBLIC SESSION RSA 91-A:3 II(a) – EMPLOYEE EVALUATION**

At 8:40 p.m. Mr. Holman made a motion to go into non-public session under RSA 91-A:3 II(a). Ms. Silverman seconded and the motion passed 3-0. Roll Call vote: Ms. Carney - Yes, Mr. Holman - Yes, Ms. Silverman - Yes.

At 8:42 p.m. Ms. Silverman made a motion to leave non-public session and seal the minutes. Mr. Holman seconded and the motion passed 3-0. Roll Call vote: Ms. Carney - Yes, Mr. Holman - Yes, Ms. Silverman - Yes.

***** RESCHEDULE RICK VAN DE POLL – SCHEDULED DECEMBER 21 AT 6:00 PM**

Ms. Favreau shared that she had spoken with Rick Van de Poll and had scheduled him to meet with the Board of Selectmen on December 21st at 6 p.m.

***** BUDGET DISCUSSION**

- **Supervisor of the Checklist**
- **Tax Collector**
- **Town Clerk**
- **Legal – Coalition Expenses**

Ms. Carney shared that the Library Trustees presented their budget to the Budget Committee last Thursday. Ms. Carney stated that there was confusion regarding health insurance and Ms. Favreau shared that they had budgeted incorrectly this year as well as last year. Budget Committee members want them to be more precise as the Library was given a certain amount of money and it isn't given back to the town. Discussion continued on legal expenses, telephone, and the need for the Library Trustees to meet with the Selectmen for an update.

Supervisor of the Checklist – Ms. Carney stated that the budget was up \$1,950 – preparing for 4 elections.

Tax Collector – Ms. Carney stated that the budget was reduced by \$51.

Town Clerk – Ms. Carney stated that the budget increased by \$4,202.

Legal – Coalition Expenses – Ms. Carney shared that legal expenses were going up next year and Ms. Silverman shared how some towns were handling their share of the Coalition legal expenses. Ms. Favreau stated that the town committed to paying up to \$9,000 and the initial retainer paid in the amount of \$3,150 left a retainer balance \$1,657.24. Discussion continued on the possibility of prepaying, estimate of legal expenses for 2016 and the amount to allocate. Ms. Carney explained to Mr. Holman that the Board of Selectmen are the only ones to have a line item for legal expenses and if other boards need an attorney, it needed to go through the Board of Selectmen.

OTHER BUSINESS:

SW Region Planning Commission Highlights – Road Surface System Pilot – Ms. Favreau reported that Henry Underwood shared that it wouldn't be out until 2017.

Report from State of NH – Victoria White Quarry - The Selectmen reviewed and discussed.

Notice of Decision – Planning Board - The Selectmen reviewed and discussed.

Review newsletter articles – The Selectmen reviewed and discussed articles to be submitted for inclusion in the Newsletter. Ms. Silverman suggested highlighting a department each month and include on the website.

Eversource - Review sound study – The Selectmen discussed.
- Scheduled to meet with the Planning Board November 17th at 7:30 pm

Ms. Carney gave an update on the Planning Board meeting.

Ms. Favreau shared that she might be taking a vacation day on Wednesday. The Selectmen approved.

Mr. Holman made a motion to adjourn the meeting at 8:45 p.m. Ms. Silverman seconded and the motion passed. 3-0

Submitted by:

Sheryl White
Secretary to the Board of Selectmen

Nancy Carney, Chairman

Chris Holman

Susan Silverman
Board of Selectmen