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PRESENT: Richard P. McDermott, Chairman; Larry M. Smith, Vice-Chairman; Maryann Kasprzak, Selectwoman; Lori A. Ruest, Town Administrator; Susan H. Ayer, Secretary

FINANCIAL REPORTS - General Fund Balance \$1,309,804.00- Cash Flow

ACCOUNTS PAYABLE/PAYROLL/TREASURER WARRANTS

MOTION: To approve the following warrants as presented by the Bookkeeper and the Treasurer:

Payroll check warrant	#314	\$26,132.94
	#315	\$22.11
Accounts payable warrant	#483	\$920,115.51
	#484	\$4,054
Check warrant (Treasurer)	D	\$2,427.80
Check warrant (Treasurer)	E	\$3,478.50

MOTION: M. Kasprzak

SECOND: L. Smith

UNANIMOUS

COMCAST FRANCHISE RENEWAL LETTER OF APRIL 8, 2015 - Ascertainment Process: L. Ruest informed the Board that the letter received from Comcast outlines the steps of the formal contract renewal process with the cable company. The renewal period is now open for the contract that will expire in 2017. It was agreed to defer further action on the renewal until September, 2016.

MOTION: To acknowledge receipt of the Comcast Cable TV Franchise Renewal Letter.

MOTION: L. Smith

SECOND: M. Kasprzak

UNANIMOUS

OIL/LEAD BASED PAINT: The Town Administrator has explored options for disposal of oil-based paint. Information from Northeast Resource Recovery Association indicates one option of approximately \$10 per can disposal cost. The Board confirmed that it was not in favor of this option for the October 17th Household Waste Collection day. L. Ruest will continue to seek an option.

MERCURY PRODUCT DISPOSAL – SHED: Covanta Disposal Company has offered to place a shed at the Town's Brush Dump for collection of mercury products during Household Waste Collection Days. The Selectmen discussed the choice of a disposal shed giving attention to size of the structure. The option of choosing a larger shed and using it for both mercury products and an oil disposal container was considered. L. Ruest will check with the Fire Chief as well as the Covanta representative to see if it is acceptable to house these two items within one shed. If the shed can be used for both uses, the 10' x 10' size will be ordered; otherwise, the 6'x8' shed will be an adequate size for mercury products alone.

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HOUSEHOLD WASTE COLLECTION DAY, 10/17/2015: A spreadsheet of preparations for the upcoming Fall collection day was reviewed by the Selectmen.

LIBERTY ELM TREES: L. Ruest informed the Selectmen that only seven responses for seven trees have been received following an outreach to the Town e-mail subscribers list. Another outreach will be sent after 30 days, and another in November. M. Kasprzak noted that people might need to be told to re-submit a letter or email of interest, as some may believe they are already on a prior list. Copies of the informational flyer will be made available to the Selectmen for distribution at the Household Waste Collection day on October 17.

PUBLIC COMMENT

Tracey Healey Beattie of Drinkwater Road addressed the Board regarding the Comcast contract renewal as member of the Scholarship Committee. She outlined the history of annual scholarship awards and stated her concerns with the omission of the mention of scholarships in the most recent contract. The Scholarship Committee is looking to request an increase in the annual award amount.

Karen Hopwood of Brown Road introduced herself and said she is also on the Scholarship Committee. She said that there is currently \$149,000 in the fund and she wants to be sure it will remain earmarked for scholarships.

L. Smith said that the Board will need to take the matter under advisement and seek opinion from Town Counsel. M. Kasprzak said that Attorney Kate Miller took care of the contract and the matter should be brought to her attention. R. McDermott said that the Town cannot speak to the issue before talking to Attorney Miller.

- **NEW BUSINESS**

APPOINTMENT OF POLICE LIEUTENANT – 6 MONTHS’ PROBATION: Police Chief Robbie Dirsra addressed the Board about the chosen candidate for Lieutenant, Ryan Venno. The Chief then asked the Board to appoint Mr. Venno, effective October 13th.

MOTION: To appoint Ryan Venno, on the recommendation of the Police Chief, to a 6-month probationary period as full time Police Lieutenant, beginning October 13, 2015.

MOTION: L. Smith

SECOND: M. Kasprzak

UNANIMOUS

SAFETY BUILDING PARKING LOT RESURFACING: The Chief asked the Board to consider a bill he has received for digging up and resurfacing portions of the parking lot at the Public Safety Building. This bill was unanticipated and, as it is for more than \$1,000, needs approval of the Selectmen to pay. L. Smith asked if the building project at the Safety Building is still within budget; the Chief said that it is.

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MOTION: To authorize payment of the bill for parking lot resurfacing as submitted.

MOTION: L. Smith

SECOND: M. Kasprzak

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HEALTHTRUST CHANGES (AFFORDABLE CARE ACT – “CADILLAC TAX”): L. Ruest brought information to the Board’s attention that she had learned at a seminar and recommended that a work session be scheduled. A Board of Selectmen work session was set for October 15th at 10:00 AM.

PROPERTY TAX BILL STUFFER – INFORMATION TO SUBSCRIBE TO TOWN

MATTERS: L. Ruest asked the Board to consider sending out information about the Town’s subscriber list as a “stuffer” in the upcoming tax bills. The Board approved the document as written.

L. Ruest informed the Board that additional information may be added to the document relating to licensing of dogs. She explained that the Town Clerk would like to get a reminder to dog owners to license dogs timely in accordance with the State Statute. Lengthy discussion took place as to the law, requirements of dog owners, fees and fines. The Selectmen indicated they would be willing to review information from the Town Clerk Holly Knowles.

HEALTHTRUST APPLICATION AND MEMBERSHIP AGREEMENT: The Selectmen Chairman signed the 2016 Membership Agreement, along with the accompanying Certificate of Authorizing Resolution.

MONTHLY REPORTS - SELECTMEN REPRESENTATIVE REPORTS

Selectman McDermott- Library: R. McDermott said that due to conflicts he only attended part of the last Library meeting. M. Kasprzak said that as she is on the Search Committee for a new Library Director, she could share the information that the search has narrowed from 14 applicants from all over the country, down to a select group of 4.

SELECTMAN SMITH – SCHOOL BOARD, RECREATION COMMITTEE, ENERGY

COMMITTEE: L. Smith reported that the School Board has been busy; Senator Nancy Stiles was present at the last meeting. L. Smith stated that the School Board is probably going to hold off for a year with regard to requesting approval of the voters for the renovation project. Fundraising is planned to keep the total cost of the gymnasium project down. The School Board will be voting on that on October 8. Work sessions have been dedicated to the project in October; the consensus is that it will need to be postponed for a year.

The Recreation Committee will be discussing the annual bonfire at the Raspberry Farm at its next meeting.

OTHER

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WETLAND SPECIAL USE PERMIT - NEAL POND CULVERT PROJECT: L. Ruest informed the Board that the culvert project on Mill Lane at Neal Pond's property has been finalized. Jones and Beach Engineers has conducted a final inspection and has recommended release of funds to Mr. Pond. An invoice for this inspection is to be paid before funds are released.

MOTION: To release security funds to Neal Pond with the provision that invoices have been paid in full.

MOTION: L. Smith

SECOND: M. Kasprzak

UNANIMOUS

RECREATION COMMISSION SPONSORED YOGA PROGRAM: Recreation Commission Chairman Mark Lane has requested, on the behalf of instructor Sherry Evans, an extension of the use of Town Hall for the Yoga program for 6 more weeks. It was agreed that a Selectmen's Permit is not needed for this extension. Classes will still meet on Mondays, from November 2 through December 7, and there is no conflict in use of the Town Hall.

MOTION: To extend the authorization for the use of the Town Hall for the Yoga program for an additional six weeks, provided the certificate of insurance is good.

MOTION: M. Kasprzak

SECOND: L. Smith

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TOWN LISTING OF RECREATION AREAS: L. Smith said that during Master Plan visioning sessions people inquired as to a listing of recreational areas in the town. He found that there are listings on the website and in the Town Hall, but that both need updating. L. Ruest will send a note to Shawn Hanson suggesting that the Conservation Commission update these listings.

HISTORICAL SOCIETY LEASE AT 45 EXETER ROAD: Cynthia Wojcicki has indicated to L. Ruest that the Historical Society is leaning toward a 5-year lease renewal. This has been included on the draft 2016 Warrant for the Board's consideration.

On September 22nd, Building Inspector Mark Sikorski conducted an inspection of the Historical Society Museum and found issues that need attention. Discussion identified the need for a point person to bring items of concern to the Town Administrator as items for the Town Budget need to be identified and brought to the Selectmen. The Board agreed to ask the Town Improvement Committee to oversee and report on the needs of the Museum at 45 Exeter Road. It was agreed that at the very least, there needs to be a shared understanding of ongoing maintenance issues.

PUBLIC COMMENT

Tracey Healey Beattie, Drinkwater Road, provided the Board with information relating to the Historical Society's discussions relating to the Museum, specifically, the steps being taking to identify

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improvements. Ms. Healey Beattie mentioned several items that will be coming forward for consideration, including floor refinishing, for which prices are being sought. Ms. Healey Beattie said she would convey to the group the need for one point person for information.

REVIEW & APPROVAL OF PREVIOUS MINUTES: Sept. 16, 17, 18 and 24, 2015

MOTION: To approve the meeting minutes for September 16, 17, 18 and 24, 2015 as written.

MOTION: M. Kasprzak

SECOND: L. Smith

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MOTION: To go into non-public session at 7:38 PM, in accordance with RSA 91-A:3 II (a) : Personnel, and II (e): Consideration or negotiation of pending claims or litigation.

MOTION: L. Smith

SECOND: M. Kasprzak

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MOTION: To go out of nonpublic session and resume in public session and seal the minutes of the non-public session, at 7:56 PM.

MOTION: M. Kasprzak

SECOND: L. Smith

UNANIMOUS

WINTER ROAD MAINTENANCE (WRM) AGREEMENT: The Board reviewed correspondence from the Winter Road Maintenance Contractor with regard to contract payments. The contract includes two initial payments whereas three initial payments were discussed. This correction was proposed in a Modifications Agreement, however, the Board has decided not to pursue any modifications. Following discussion, it was decided by the Board that it would act in good faith to approve three up-front payments for the Winter Road Maintenance Agreement for the term 2014-2019, rather than two.

ASSISTANT TAX COLLECTOR: The Selectmen approved the Tax Collector's request for an Assistant Tax Collector. This position will not add hours or costs to the budget.

MOTION: To adjourn the meeting, at 7:58 PM.

MOTION: M. Kasprzak

SECOND: L. Smith

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