

**AGENDA**  
**SELECTMEN'S MEETING**  
Monday, March 16, 2009  
6:15 PM

**Bob** \_\_\_\_\_  
**Joanne** \_\_\_\_\_  
**Keith** \_\_\_\_\_

**Draft** \_\_\_\_\_  
**Accepted** \_\_\_\_\_  
**Accepted as Amended** \_\_\_\_\_

**Present:** Bob Blodgett, Chairman; Joanne Randall, Vice-Chairman, Keith Cota; Darlene Phelps, Recording Secretary

**Also in Attendance:** Dave Fiorentino; Andrew Walton; Joni Kitson; Chief Wayne Preve; Rick Bilodeau; Betsy Bosiak; Gordon Ellis; Debbie Tibbetts; Barbara Clark; Nancy Wheeler; Harvey Harkness; Marylou Keane; Chief Stewart Yeaton; Jay Hickey; Kevin Reeves; Gary Perry, Brad Keyes

**6:15pm** Bob called the meeting to order and led us in the Pledge of Allegiance

**6:30pm** **Joanne arrived at the meeting.**

**Staff Discussion**

Debbie Tibbetts noted that there is no information regarding assessing (current use, exemptions, etc.) on the website. She would like to add general information about assessing to the Website. The voting results have been posted on the website, along with the Town Report. Keith suggested that she include some factual information about the roads in town. Debbie will check to see if the Budget Committee has been forwarding their minutes & agendas to her. Bob noted that there was lots of positive feedback about the Town Report on Election Day.

**Barbara Clark** stated that the Zoning Regulations have been updated as a result of the elections. She will be preparing a minimal amount of copies, as most are being downloaded from the internet. She requested that Keith suggest to the ZBA and Planning Board members to look them over and notify her ASAP if there are any errors.

She attended a meeting with LGC meeting today go over TRIM – a new insurance program. The Selectmen have been provided with a packet of information from LGC on this and other programs.

She will have information for the Board next week from DRA and Avitar.

The Census people will be here next week from 8 AM – 4 PM Monday – Thursday and possibly Friday.

**Nancy Wheeler** asked if there are any questions about MS-2.

The tax withholding tables have been changed – and most employees' net pay will increase \$17 - \$20. If any employees would like to change their withholding, they need to come in to the office & revise their W4 form.

She stated that once the BOS has reviewed the 2009 budget and approved it, she will merge it and will distribute to each department.

**6:45pm** **Department Heads**

Bob read reports from the following departments:

**Gary Perry – Webster Park Commission** stated that he'd like the excess fill from the Meeting Hall to be used to help level the baseball field at Webster Park. He has an engineer who will mark out grades at no charge. The BOS does not have any objection to him using the excess fill. He has recreated a new reservation form for the park and will bring it in for approval before implementing it.

**Lee Margosian Bartlett – Welfare Department** – nothing to report.

**Dan McGuire – Planning Board** – gave a brief update of the applications that have come before the board in the past month, and requested that Keith Cota continue to be the Planning Board liaison.

The following Departments are in attendance:

**Rick Bilodeau – Emergency Management** – he is consulting with Lee Kimball who previously did the Emergency Training, about doing a full scale exercise sometime this summer.

**Stewart Yeaton – Fire Department**

Stewart said they prefer to use Verizon for their cell service.

He said he'd use the FEMA money to laminate some maps for the command vehicle.

The command vehicle is complete – all the radios are installed. The Fire Station was used for a memorial service for Matthew Sawyer yesterday. Since there was an overwhelming attendance, he requested Police help when the service was breaking up. They inspected the office building on Route 4 last week, and found a few issues, and met with the engineers the next day to discuss changes that need to be done. The Fire Department will now be receiving updates.

Chief Yeaton expressed his Department's excitement at the budget passing.

**Chief Wayne Preve – Police Department** – has received some FEMA money, but he's not sure how he wants to spend it. He'd like to meet with Keith to discuss his options. March 24 at 6 PM there is a dispatch meeting to discuss using Merrimack County Dispatch. He is encouraging all the Selectmen to attend if possible.

All Police Department vehicles have been inspected.

He received a letter from the State of NH notifying him of planned improvements to Route 4 / Route 107.

He spoke to the Vice Principal at Epsom Central School today regarding the situation with Raymond Guay having been moved in to Chichester. The Vice Principal told Wayne they did not have any concerns.

He said he needs a form signed to bring some items to the dump. Barbara said she has the forms.

Joanne said she's going to the Suncook Valley Regional Town Association meeting on Thursday. She asked for input on the Police Department cell phones. Chief Preve reported they are currently using Verizon and have no complaints about their service.

**Dawn Blackwell – Town Clerk** – The election went well. All write-ins that won have accepted the positions. She is meeting with another company regarding the credit cards, since the Warrant Article for Credit Card acceptance passed, she needs to get this project underway. She requested that Donna become a notary, so she is able to provide that service when Dawn is not in. She is also looking into E-Reg, a State of NH program, so people can register their vehicles on line. There is a minimal expense to the Town for this, and she is considering ways to pass some of those fees on to the customer. There is also a link from the website to access this service. Keith commended Dawn on her work on the elections.

**Gordon Ellis – Highway Department** – He has posted the roads. He will be requesting a PO for roadside mowing. He's getting the estimates together to send to FEMA for what it cost to clean up after the ice storm. He has a concern about a driveway being placed on the Class 5 portion of Range Road and suggests moving it to the Class 6 portion of the road. Jay Hickey stated that the property owner has filed an appeal with the ZBA because they do not have enough frontage. Keith request time for a site visit to the lot before the Board takes any action.

Keith asked if Gordon has begun working on his 2009 work plan. Gordon said not yet. Keith would like to see the work plan for the year & how it applies to the CIP for roadways. Keith stated that there are 4 culverts that need replacing, and CLD Engineering in Manchester has been offering to do some work for the town. Gordon said he already has the permits from the Department of Environmental Services and

wants to try to do the work with no engineering. FEMA will only pay for these culverts if 3-sided structures are used. Gordon prefers **not** to keep his Nextel cell phone.

**Harvey Harkness – Budget Committee** – nothing to report.

**Jay Hickey – Zoning Compliance** – gave a brief review of what's been going on. He notified the junk yards that he will be doing inspections during the last week in March. He received confirmation from one of the business owners to date. Jay does not have a preference on cell phones.

**Zoning Board of Adjustment, Health Department, Library, Cemetery Commission, Meetinghouse Committee** – No one in attendance, no report sent.

## FOR SIGNATURE

1. **Accounts Payable** was signed.
2. **Manifest** was signed.
3. **Elderly Exemption** was denied do to the applicant living in Danville.
4. **Veteran's Exemption** was approved and signed.
5. **Supplemental Intent to Cut** - Lot U14-10 – New Rye / Black Hall Road– Corey Woodward – work expected to be done in winter 2009. Keith made a motion to approve the Intent to Cut for Lot U14-10. Bob seconded the motion. All in favor.
6. **MS-2 Report of Appropriations** was signed.
7. **Appointment – Deputy Town Clerk / Tax Collector** – Keith made a motion to appoint Donna Tencati-Kulacz as Deputy Town Clerk / Tax Collector until March 2012. Bob seconded the motion. All in favor.
8. **Pay Rate Sheet** – This is for one new Police Officer @ \$13.42/ hour and one Highway Department worker @ \$13.50 / hour. Keith made a motion to approve these two pay rates effective March 16, 2009. Bob seconded the motion. All in favor.

**7:30 PM Elect Chair and Establish Department Liaisons** – Joanne stated she feels that currently each of the Board members are liaisons with the departments that reflect their strengths. Barbara suggested that Bob become the liaison with the office staff, so he can become more familiar with the department, which Joanne has already become familiar with.

The Department Liaisons will be as follows:

Bob: Highway Department, Parks & Recreation, Library, Cemetery Trustees, B CEP, Office Staff

Joanne: Legal, Welfare, Budget Committee, Zoning Compliance Officer, Fire Department, Emergency Management, Conservation Commission, Health Officer, Hazard Mitigation Committee

Keith: Police Department, Planning Board, River Study Committee, Zoning Board of Adjustment, Town Office Building Committee, Meetinghouse Committee

After a brief discussion, Keith made a motion to nominate Bob as Chairman, and Joanne as Vice-Chairman for 2009-10 Joanne seconded the motion. All in favor.

## FOR DISCUSSION

- A. **Request for Abatement** – NH Electric Coop applied for an abatement and Avitar has recommended we deny the request. The BOS is following the advice of Avitar. Bob signed the denial.
- B. **Abatement Request for Timber Tax** – Clayton Button applied for Timber Tax Abatement in the amounts of \$320.80 & \$565.89, as this was for a salvage-only cut to clean up from the tornado. Since Mr. Button is a resident of Nottingham, and this clean-up generated income, the BOS discussed having him to come before the board to request his

abatement. Andrew Walton said the Timber Tax is approximately 10% of the income.

After a brief discussion, the BOS decided to give it some thought & discuss it next week.

**C. Annual Agreement – Library** – Keith said he spoke to Valerie Long, a Library Trustee and suggested some changes to the Library agreement. Joanne made a motion to sign the agreement for 2009. Keith seconded the motion. All in favor.

**D. Review 2009 Budget for Distribution & Set 2009 Pay Rates -** Joanne discussed the option available to the Board to approve wage and salary increases for those associates the Board had budgeted for, excluding Police and Fire, since they had received increases through the approved budget. She stated that if the Board approved increases, they would need to determine the amounts, the effective date, and also whether the funds would be moved between lines in the budget or if salary lines would stay the same and be over expended. Dave Fiorentino emphatically opposed moving the funds in the budget around, as it will create mistrust between the BOS and the residents. He stated the budget was sold to the residents “as is” and the Board needed to seriously consider whether or not this was a good idea.

Andrew Walton echoed Dave’s comments and said giving salary or COLA increases to those that were not included in the budget, would be a mistake. The current BOS has formed trust with the town residents and feels that if the BOS does this now, it will create massive distrust. Joni Kitson stated she doesn’t think the BOS can move money from one line to another for that purpose. Joanne clarified that the Board of Selectmen is given the authority by RSA to expend funds and move money from one line into another if necessary. Keith said it was discussed at the Deliberative Session about COLA raises, while a motion to seek additional funds was voted down at the deliberative meeting, but there was not an overwhelming vote to deny or approve them. Keith feels that Fire & Police increases should be given retroactive to January 1.

There were statements made from the audience about Town Employees not getting increases, however their jobs are secure.

Brad Keyes (a member of the Budget Committee) echoes the concerns of Andrew & Dave, and feels the raises should not be given if they were not voted on.

Joni Kitson suggested that if the BOS feels that strongly about giving increases to every employee, then perhaps they should forfeit their annual stipends to fund those increases.

Betsy Bosiak stated that the BOS has put a certain amount of money into particular lines and if they move it to a line for a salary increase, then they risk losing trust when developing future budgets.

There was also discussion about the fact that town employees cost for health insurance decreased, so in essence they received an increase. Joanne stated that salaries are a cost of doing business and feels that the BOS has the authority to expend the funds as they see fit.

Keith suggested that next week we have the Fire Department & Police Department salary amounts. He also stated that perhaps we look at it later in the year & see if there is room for those increases. This will be placed on next week’s agenda.

**E. Rte 107 Bridge Questionnaire** – The BOS completed this questionnaire.

**F. Rte 4 & Rte 107 Light Questionnaire** - The BOS completed this questionnaire.

## **MINUTES FOR REVIEW AND DISCUSSION**

- **Draft – March 9, 2009** – Keith made a motion to approve the minutes of 3/9/09 as amended. Bob seconded the motion. Bob & Keith in favor. Joanne abstained.
- **Final – March 2, 2009** - Keith made a motion to approve the final minutes of 3/2/09. Bob seconded the motion. Bob & Keith in favor. Joanne abstained.

## **CONFIDENTIAL**

1. Zoning Compliance Officer Letter (for review before sending)

## **FOR YOUR INFORMATION ONLY (No action required)**

- a. **FEMA Grant Request Letter – Suncook River**
- b. **NHDOT – Final Project Reimbursement Griffin Road Bridge**
- c. **Devine Millimet – Defendant’s Motion** – This is in regard to a pending lawsuit regarding a personnel matter.
- d. **CLD Consulting Engineers – Request for Work**
- e. **PSNH Informational Luncheons**
- f. **NHRS Information Release**
- g. **Comcast Service and Rate Changes**
- h. **Town of Goffstown & New Boston – Towers**
- i. **Merrimack County – Public Hearing '09 Budget Appropriations** – Tuesday, March 24.
- j. **Zoning Compliance Officer – Permits Issued**
- k. **Miscellaneous Folder**

## **ANY OTHER BUSINESS BROUGHT BEFORE THE BOARD**

Harvey Harkness expressed his pleasure that the budget passed – both the town & school budgets, and urged the BOS to bring the salaries of the Police & Fire Departments up to those of surrounding communities as soon as possible. He stated that there are also obligations in regard to the 5 year CIP for roadways, and feels the work plan for 2009 should be sent to the BOS as soon as possible, as well. Joanne thanked Harvey & the Budget Committee for their work on the budget. She encouraged the committee to determine Department Liaisons early and begin communication with each of the departments as soon as possible. Communication between the Budget Committee and the Department Heads has not been very good in the past but did improve a little this year. Harvey said their first meeting will be in June. All members from last year will return this year, along with one new member – Tammy Vaillancourt.

### **Liaison Reports:**

Keith reported on the Bartlett application that is currently before the Planning Board. The Planning Board granted a request to extend the time frame for a decision, until July 22.

He reported on the Emergency Watershed Protection Program – which is funded through the Federal Stimulus. Keith spoke to George Cleek – from the US Dept. of Agriculture, who referred Keith to Mike Lynch of the US Conservation Commission. Keith spoke to him today and a meeting will be set up between himself, Keith, Steve Landry & Steve Couture to discuss what opportunities may be available for the town and/or property owners along the river.

Joanne said the Website Committee is meeting tomorrow night. Joanne is planning to attend the Chichester Selectmen’s meeting tomorrow night in regard to Raymond Guay living in Chichester. Keith stated he is supportive of Joanne representing the BOS at that meeting. She stated that she asked Debbie to write up a charter for the Hazard Mitigation Committee.

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Suncook Valley Regional Committee is meeting Thursday night. They will be discussing consolidating all cell phones to one plan.

A Public Information Meeting has been scheduled for April 8 at the Library to present the updated Hazard Mitigation plan to the public. Joanne noted that Cec Curran, Allison Parodi, Chief Yeaton, Chief Preve, Rick Bilodeau, Debbie Tibbetts & herself have been to almost every single planning meeting. She wished to extend her gratitude to those people for their commitment to the project.

**9:00 PM** Joanne made a motion to adjourn. Keith seconded the motion. All in favor.