**BOARD OF SELECTMEN’S MEETING**

Monday, January 30, 2017

Call Meeting to Order **6:00PM**

**DRAFT**

**Approved on \_\_\_\_\_\_\_\_\_\_\_\_\_\_(Date)**

**Donald Harty \_\_\_\_\_\_\_\_**

**Hugh Curley (absent) or amended on \_\_\_\_\_\_\_\_\_\_**

**J Chris Bowes \_\_\_\_\_\_\_\_**

**Present:** Donald Harty, Chair; J. Chris Bowes, Selectman and Kelly Dearborn-Luce, Recording Secretary.

**Staff Present:** Nancy Wheeler

**Other Attendees:** Joni Kitson, Len Gilman, Bob Bean, Virginia Drew, Ron Colby, Jill Lavin, Tracey Stephens, Forest Sell, Betsy Bosiak, Maryann Zirngiebel and John Klose.

The group recited the Pledge of Allegiance.

**Review and Accept Agenda** Chris Bowes made a **motion** to accept the agenda for Monday, January 30, 2017. Don Harty seconded the motion. All voted in favor.

**Signature:**

Accounts Payable/Manifest was reviewed and signed.

Payroll was reviewed and signed.

Appointment form for Pro Tem Selectmen on March 14, 2017 voting day - Chris Bowes made a **motion** to sign the appointment for Bob Blodgett. Motion was seconded by Don Harty, all voted in favor.

**Staff:**

Nancy Wheeler noted that the deliberations are all set for February 4th. The warrant has been posted. The W2’s and 1099’s have been mailed out. The quarterly’s (941 and unemployment) are also done.

Kelly Dearborn-Luce reported on the following: the well/water easement deed was sent to Mary Frambach to review the revisions and no reply yet; the Town report is almost ready with a just a few missing reports and financial reports left to submit and meeting with the printer on Wednesday; the new House Bill (56) regarding mobile homes may be useful when we review the delinquent taxes in the future; the Circle 9 (FYI) is the written report from Sonny Sell that the Board had requested at the last meeting; received some rough estimates regarding the $100,000.00 warrant article to see what can be completed on the bottom floor of the meeting house. The electrical, heating, framing and plumbing are in process however the septic may not be able to be obtained at this time; an upcoming training class on Feb 8th.

The Board asked how Esther Hodge was doing on her first week. Kelly said she is doing well and learning a lot.

**Discussion:**

Police Staffing – Don Harty discussed the dates to send an Officer to the Academy and if the Board were to hire a 6th Officer. Don said that the Chief had provided dates of upcoming openings for the academy and wants our authorization to proceed.  We will discuss with the chief at the next meeting the best route to full staffing. Chris Bowes discussed looking into a part-time Officer and if the Board wanted more involvement in the process. The Board will continue the discussion when Hugh is in attendance.

Vacation time request – Department Head submitted request for an employee to extend some vacation time. Chris Bowes made a **motion** to approve the request, Don Harty seconded the motion, all voted in favor.

Deliberative Session – The Board reviewed the list of warrant articles. Don Harty noted that he is unable to attend. The articles were assigned to Hugh and Chris.

Request to use the Old Town Hall – The Town Band submitted a written request to use the Old Town Hall on Friday’s beginning in March. Chris Bowes made a **motion** to approve the use of the Town Hall. Motion was seconded by Don Harty, all voted in favor.

**Minutes for review and discussion:**

Draft – January 17, 2017 – tabled until Hugh Curley is present.

**Minutes to sign:**

Final – January 3, 2017 was signed.

Special Meeting - January 23, 2017 was signed.

Special Meeting – January 26, 2017 was signed.

Non-Public Minutes – January 17, 2017 - tabled until Hugh Curley is present.

Non-Public Minutes – January 23, 2017 was signed.

Non-Public Minutes – January 26, 2017 was signed.

**Selectmen Liaison Reports:**

Chris Bowes spoke about the plow truck / wings on the trucks that may hit a mailbox that is in the R.O.W. and the Town is not responsible to replace the mailboxes. Kelly did some research on other Towns that have policies.

Chris also noted that the stump grinding is still on-going in Webster Park and will decide in early spring on the replanting.

**For your Information:**

Written request submitted - Circle 9. The Board noted that at the last meeting they asked Sonny Sell to submit his entertainment request in writing. The request was received and Don read it out loud. The Board will seek some legal advice and write a letter in response.

Xfinity customer notices.

House Bill 565 regarding adopt program to collect delinquent taxes/Mobile homes.

**5 Minutes for Public Questions and Comments:**

Joni Kitson asked about a truck being rented and Chris Bowes said he just learned of the information and it was not just for plowing and he will look into further.

John Klose asked about employee policies and handbook.

Virginia Drew spoke about notices on the web site.

Betsy Bosiak asked about the MS737 report for the web site.

At 6:30PM Chris Bowes made a **motion** to go into non-public session under RSA 91-A: 3 II (e) litigation.Don Harty seconded the motion. All voted in favor. A roll call vote was Don Harty – yes and Chris Bowes – Yes, motion passed.

At 6:50PM the Board returned from non-public session. No decisions were made.

Chris Bowes made a **motion** to seal the minutes. Don Harty seconded the motion, all voted in favor.

A roll call vote to seal the minutes was Don Harty – yes and Chris Bowes – Yes, motion passed.

At 6:51PM Chris Bowes made a **motion** to adjourn. Don Harty seconded, all voted in favor.

Respectfully submitted,

Kelly Dearborn-Luce

Recording Secretary

*These minutes are in preliminary draft form only and are subject to change before final approval*.