

SELECTMEN'S MINUTES OCTOBER 22, 2012

The Selectmen's meeting for Monday, October 22, 2012 started at 6:30 p.m. Present were Selectman Malloy, Selectman Gaudiello, Selectman Hatch, Selectman Pratt, Chairman Clark, Administrator Scruton and Clerk McNeil.

Chairman Clark welcomed everyone and led in the Pledge of Allegiance.

APPOINTMENTS

Wil Corcoran – Assessing Services – Administrator Scruton noted that an RFQ had been sent out. Mr. Corcoran and Executive Assistant/ Project Manager Mary Beth Walker have been assessing for 25 years. They use a low key approach and emphasize that the property owner has a right to question what they do. They try to educate and explain the appraisal process and are non-confrontational. It was asked about the transition to a new appraisal firm. They spoke with the town's assessing staff and will go with the "norms of the community". Mr. Corcoran further stated that the assessing staff is impressive. Corcoran Associates will have someone in the assessing office at least a half day a week. Selectman Hatch moved to hire Corcoran Associates to perform the town's appraisal services, seconded by Selectman Gaudiello. It was unanimously voted in the affirmative.

Steve Conklin – Gerrior Drive Drainage - Mr. and Mrs. Conklin were present to discuss their concern with the amount of drainage coming from the Gerrior Subdivision as it exceeds the State standard. Mr. Conklin questioned the culvert and its size and he felt that a meeting needs to be held to redesign the drainage system. Three downstream property owners are affected. Administrator Scruton noted that this is an approved project and we don't have a basis to get them back for Phase I. We can't force them to redesign as all the appeal times have expired. Currently our engineer is reviewing the MJS study. Planner, Marcia Gasses, noted that the revised drainage report was received this morning and there is not an overall change. It was noted that any discussion with town's engineer should go through the Planner or Administrator Scruton.

Review of minutes – postponed until the next meeting.

PROPOSED 2013 BUDGET PRESENTATIONS

Recreation – Presented by Tara Barker and Lisa Allis – Mrs. Barker reviewed the salary lines. There is an increase in part-time with a new administrative assistant, overtime has a decrease, telephones will come out of the revolving fund, Constant Contact (newsletter) will come out of the revolving fund. Equipment maintenance increased due to the proposed purchase of a new server and printing will come out of the revolving fund. The revolving fund will take on some of the mileage expenses. Selectman Gaudiello stated that she will be looking at the goals, objectives and activities.

Tax Collector – Presented by JoAnn Krupski – Ms. Krupski presented a power point presentation stating that her office “holds the team together and she is the quarterback”. She further spoke of their goals and objectives including offering credit card payments. She spoke briefly of the budget increase in postage and the increase in the equipment line for a new photocopier. She also noted which 2012 goals/objectives that have been completed.

Town Clerk – Kim Kerekes presented this report and noted her goals and objectives. She commented on her salary and fees. There may be a warrant article for straight salary for the town clerk. Contracts line has increased due to maintenance on the e-registration printer and any emergency computer work.

Election – Kim Kerekes also presented this budget. Due to there being only one election in 2013, the election budget is town \$15,750. The election equipment line increased so there is money to replace an accru-vote machine if necessary. Mrs. Kerekes asked that any Selectman who is available would they please come and help at the Election.

Executive – Administrator Scruton presented this budget. There is an increase in the mileage line, the employee benefits line, and the web and line.

Administration – There is an increase in conferences and training for additional training for the finance director and assistant finance director. Equipment maintenance decreased due to sharing of copies fees with other departments. The printing line is down due to the town report going on the web-site. Administration equipment increase is due to the proposed purchasing of a new server.

Auditing – the contract increased by \$500.

Assessing – there will be a decrease due to hiring new assessor.

Budget Committee – there was no increase to this line.

Revaluation – this line will be reduced due to hiring a new assessor.

Legal – there is no increase to this line.

Payroll Administration – there is a new line that includes \$15,000 for payment for employee’s who are retiring who have money in the “sick bank”.

General Gov. Buildings – Contracts are up, electric will be dropping, equipment maintenance is down, but building maintenance is up.

Advertising & Regional Assoc. – there is no increase to this line.

Health – this line includes the following health agencies: Safe Place, Rochester VNA, Homemakers, Red Cross, Lamprey Health Care, Rural District Health. Several other agencies have sent in requests that will be reviewed.

General Assistance – to date only \$26,179 has been spent but it will become busier with winter coming on.

Patriotic Purposes - \$1 will be left in this line.

Debt. Service – long term bond interest has dropped as the public safety building is almost paid off. TAN Interest increased to \$10,000.

PUBLIC COMMENTS

Chief Conway stated that the highest bid for the old police cruiser was \$1,699. The vehicle has high mileage and is “not 100%”. The Board approved selling the cruiser to the highest bidder.

Selectman Gaudiello moved to accept and to have Administrator Scruton sign a State Grant Application for increase enforcement one day a month fully funded, seconded by Selectman Hatch. It was unanimously voted in the affirmative.

STAFF REPORT

Administrator Scruton

1. The Selectmen’s meeting for Monday, November 12th will be held at the public safety building.
2. The Selectmen’s office will be closing at 5:00 p.m. on Wednesday evening the night before Thanksgiving. Employees will be given the option to leave and use earned time or stay.
3. Administrator Scruton recommended that the Board work to get the Green Hill Road Bridge on the NH Bridge Replacement “80% State – 20% town” program. The town would need to appropriate at least \$9,000 for the study to get on the list. Selectman Hatch would support the charge of an off-site improvement fee to start helping pay for the cost of the bridge.

Clerk McNeil

Clerk McNeil requested signatures on the following: Intent to Cut for the American Legion, abatement #31 in the amount of \$514.01, land use change tax warrant in the amount of \$198.00, payroll manifests dated 9/23, 9/30, 10/7, 10/14 and vendor manifests dated 9/27, 10/4, 10/11, 10/18.

OLD BUSINESS

There was no old business.

NEW BUSINESS

Winter Sand Bids – Peter Cook reported that the town still has a good pile of sand left from last winter. Eight bids were received. Mr. Cook recommended that the town select LCG based on the quality of material, experience with the contractor and location. Selectman Hatch moved to support Mr. Cook's recommendation, seconded by Selectman Malloy. It was unanimously voted in the affirmative.

SELECTMEN'S REPORT

Selectman Gaudiello reported that October 21st – 27th is National Friends of the Library Week.

Selectman Hatch stated that the Planning Board is working on zoning changes in preparation for public hearings. Selectman Hatch is currently attending the Law Lecture Series.

Selectman Pratt noted that the Building Committee has come up with four options. They are planning on setting up a table on Election Day to pass out literature. There will also be a public hearing for input from residents on November 13th.

Selectman Malloy reminded everyone that he and Selectman Gaudiello have finished the Selectmen's Institute and it was "time very well spent".

Selectman Pratt moved to go into non-public session at 9:25 p.m. per RSA 91 A: 3 e, seconded by Selectman Hatch. Chairman Clark asked for a roll call, Malloy – aye, Gaudiello – aye, Hatch – aye, Pratt –aye, Clark – aye. It was unanimously voted in the affirmative.

Selectman Hatch moved to come out of non-public session at 9:50 p.m. and to seal the minutes for six months, seconded by Selectman Pratt. It was unanimously voted in the affirmative.

Selectman Gaudiello asked, if for next year, could there be standardized budget form for department heads use.

Meeting adjourned at 10:00 p.m.