

## **SELECTMEN'S MINUTES DECEMBER 8, 2014**

The Selectmen's meeting for Monday, December 8, 2014 started at 6:30 p.m. Present were Selectman Bussiere, Selectman Gaudiello, Selectman Hatch, Selectman Malloy, Chairman Clark, Administrator Scruton and Clerk McNeil.

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

### **APPOINTMENTS**

Chris Heath – Wildcat Road – Mr. Heath was not present.

Planning Board Appointments – Charles Nichols and Richard Spinale – They were present to introduce themselves to the Board of Selectmen. Richard Spinale noted that he retired from the Massachusetts Port Authority. Now that he is retired he has some free time. He has attended several Planning Board meetings. Charles Nichols stated that he is retired. He would like to get to know the community better and thought of the Planning Board. He has done prior volunteering. He currently has one issue with the Planning Board that should be resolved in March with zoning changes. Selectman Hatch moved to appoint Charles Nichols and Richard Spinale as alternates to the Planning Board until March 2015, seconded by Selectman Malloy. It was unanimously voted in the affirmative. Chairman Clark “swore” both Mr. Nichols and Mr. Spinale into office.

ABC & Proposed 2015 Budget – Peter Royce spoke for the Committee. The ABC would like to see a contingency for the road budget. In Land Use, they questioned the printing and consultant line. Marcia Gasses felt that the lowest amount they could work with would be \$5,000 for the consultant line. The printing line dropped to \$1,500. In the Cemetery Improvements line, very little has been spent to date. Rick Walker stated that the money is used for damage in the cemetery and it would be used for tree work and the fence. They are in the process of getting a contract to have some trees cut with money that is in the 2014 budget. In the Highway budget, the ABC did not support the full-time administrator. They also did not support the extra budgeting for salt/sand and winter contractors. The ABC would like to reduce each line by \$10,000. Peter Cook stated the reason he supported the full-time administrative assistant. He also said that the sand and salt line is already under funded. Regarding the Transfer Station budget, the ABC questioned the amount of money in the part-time wage line. Peter Cook stated that with single stream one employee was cut. There has been an increase in the Waste Management Contracts line for next year. Mr. Cook recommends moving money around in several lines for the proposed 2015 budget. In the General Assistance line, the ABC would like to reduce this budget by \$20,000. Carolyn Berryment explained the history of this budget. In past years when they ran out of money and it had to come out of the Highway Department. She felt that it would be short sighted to cut that line any further. The ABC also wanted some discussion on several capital reserve accounts.

Recreation Commission – Tara Barker and Jeff Heyliger spoke for the Commission. The Commission met to discuss the proposed town office project and space for the Recreation Dept. The Commission supported spending up to \$50,000 to finish the basement area. At their recent meeting, “Jim Noble made a motion for the Recreation Commission to spend up to but no more than \$50,000 to finish the interior basement of the proposed town hall project (to be mutually defined by the Select Board and the Recreation Commission). The Recreation Commission and the

Select Board understand that the town would be responsible for constructing the exterior, including but not limited to bathroom facilities, structural, mechanical (to be mutually defined by the Select Board and the Recreation commission). Lisa Allis seconded the motion. It was carried and passed with a unanimous vote for the Recreation Commission.” There may be a limitation to what the space could be used for because of the fire protection system.

#### PUBLIC COMMENTS

There was no public comment.

REVIEW OF MINUTES – November 24, 2014 – tabled until the next meeting.

#### STAFF REPORT

##### Administrator Scruton

1. Budget review by department – Executive - Building Design Administrator Scruton requested an increase based on the latest estimate from the architect. The line changed to \$88,100. Selectman Bussiere moved to change the line as recommended by SMP, seconded Selectman Gaudiello. It was unanimously voted in the affirmative. Town Clerk, Election, Financial Administration, Auditing-Contracts, Tax Collection, Revaluation, Legal, Payroll Administration are fine. Under Assessing, \$10,000 was added for appeals. Land Use reduced the printing line to \$1,500. In General Government Buildings, \$10,000 was taken out of vehicle fuel - with later planned discussion to move it into a contingency warrant article. Selectman Gaudiello moved to support the reduction of \$10,000, seconded by Selectman Bussiere. It was unanimously voted in the affirmative. Selectman Gaudiello moved to reduce the equipment line to \$300, seconded by Selectman Hatch. It was unanimously in the affirmative. In the Cemetery Line, the Board would like to see a plan for the money in the improvements and expansion line. Under Fire/Rescue, Chief Walker was asked if he had considered hiring two part-time fire fighters over one full-time. He didn't feel that two part-time people would work. Police part-time has an increase as it is cheaper than paying overtime. That line includes the animal control officer and currently one part-time officer. Selectman Hatch moved to reduce overtime and part-time down \$5,000 each, seconded by Selectman Gaudiello (it was noted to keep this open if staff wants the lines changed). It was unanimously voted in the affirmative. The Board removed 01-4210-09-4197 as it is a duplicate. In the Building Department, the Board put \$1 in equipment rental and increased equipment and vehicle maintenance to \$1,300. Selectman Gaudiello moved to support this change, seconded by Selectman Bussiere. It was unanimously voted in the affirmative. In the Highway Dept. budget, Selectman Gaudiello moved to reduce the full-time hourly wage line to budget for a part-time administrative assistant as in the 2014 budget and not increase the position to full time, seconded by Selectman Hatch. The part-time line will be increased. Under Winter Contractors and salt/sand, Selectman Gaudiello moved to reduce those lines by \$10,000 each, seconded by Selectman Bussiere. It was unanimously voted in the affirmative. In the Transfer station budget, Selectman Hatch noted that the Finance Director and Town Administrator will reduce the part-time hourly wage line based on Mr. Cook's new schedule for single stream recycling, seconded by Selectman Bussiere. It was unanimously voted in the affirmative. Selectman Gaudiello moved to reduce the General Assistance food/rent/utilities line to \$50,000, seconded by Selectman Malloy. It was unanimously voted in the affirmative. Administrator Scruton will have earned time figures for the next meeting. Dale Sylvia noted that he has concerns that too much has been taken

from the Highway Department and not put in the Road Emergency Contingency as recommended by the ABC.

2. Selectman Gaudeillo moved to support a step increase and 1% COLA for non-bargaining unit employees, seconded by Selectman Bussiere. It was unanimously voted in the affirmative.
3. Warrant Articles
  - a. Selectman Bussiere moved to support a warrant article to change the status of a portion of Town Farm Road from Class VI to a Class A Trail, seconded by Selectman Malloy. It was unanimously voted in the affirmative.
  - b. Selectman Bussiere moved to support a warrant article to withdrawal from the Special Detail Revolving Fund up to \$30,000 to fund technology upgrades to the police cruisers, seconded by Selectman Hatch. It was unanimously voted in the affirmative.
  - c. Selectman Bussiere moved to support a warrant article to return to fund balance \$1,223 from the old Ambulance Capital Reserve Fund, seconded by Selectman Hatch. It was unanimously voted in the affirmative.
  - d. Selectman Hatch moved to support a warrant article to return to fund balance \$3,768 from the Revaluation Capital Reserve Fund, seconded by Selectman Gaudiello. It was unanimously voted in the affirmative.
  - e. Cemetery Well & Building Capital Reserve has \$50,076. It could be used to repurpose into cemetery expansion. Rick Walker would like to talk with the other Commissioners regarding that Capital Reserve.
  - f. Selectman Gaudiello moved support a warrant article to return to fund balance \$25,968.74 from the Above and Below Water Capital Reserve Fund, seconded by Selectman Hatch. It was unanimously voted in the affirmative.
  - g. Selectman Gaudiello moved to support a warrant article to return to fund balance \$10,072 from the Road Improvement Plan Capital Reserve, seconded by Selectman Bussiere. It was unanimously voted in the affirmative.
  - h. The Board will request \$3,952 from the Trustees to close out the Road Reclamation Capital Reserve and use the money.
  - i. Selectman Bussiere moved to support a warrant article to have the remaining money from the Svenson property 2014 warrant article lapse into fund balance, seconded by Selectman Gaudiello. It was unanimously voted in the affirmative.
4. The Board supported the revenue projections provided by Administrator Scruton.
5. The Board supported the proposed meeting schedule for 2015 including a public hearing on a \$2,500,000 bond.
6. The Board reviewed the Request for Engineering, Surveying and Solar Power Qualifications as proposed by Administrator Scruton.
7. Jason LaCombe from SMP will be invited to speak with the Board regarding the Architect Agreement and Construction Manager vs. Design Bid.

Clerk McNeil

Clerk McNeil requested signatures on the following: an Intent to Cut for David Blair, the Equalization Certificate, abatement #51, vendor manifests dated 11/26 & 12/4 and payroll manifests dated 11/23 & 11/30.

OLD BUSINESS

There was no old business.

## NEW BUSINESS

There was no new business.

## SELECTMEN'S REPORT

The Board enjoyed the recent holiday party and felt the cookie contest was a "brilliant" idea.

## PUBLIC COMMENTS

Peter Cook reported that R & D, contractors for paving, stated that they will reduce their asphalt price down or up depending on the market from their prices from last year. The Board requested more detail. Chairman Clark stated that R & D had done a good job over the past couple of years.

Mr. Cook also reported that from the \$200,000 saved from the paving line for winter maintenance, he has already spent over \$62,000 in the past 14 days with the ice/snow storms.

Peter Royce asked when the ABC would have the update on changes regarding earned time – hopefully next Tuesday.

Selectman Bussiere moved to go into non-public session at 9:16 p.m. per RSA 91 A:3 II for personnel, seconded by Selectman Gaudiello. Chairman Clark asked for a roll call – Bussiere – aye, Gaudiello – aye, Hatch – aye, Malloy – aye, Clark – aye.

The Board discussed a personnel issue.

Selectman Gaudiello moved to recess to a non-meeting under RSA 91-A2 for labor negotiations strategy at 9:34 p.m., seconded by Selectman Malloy. It was unanimously voted in the affirmative.

Selectman Gaudiello moved to come out of the non-meeting at 9:45 p.m. and back into non-public session, seconded by Selectman Malloy. It was unanimously voted in the affirmative.

Selectman Malloy moved to come out of non-public session at 9:45 p.m., seconded by Selectman Gaudiello. It was unanimously voted in the affirmative.

The meeting adjourned at 9:46 p.m.