

## SELECTMEN'S MINUTES MONDAY, NOVEMBER 23, 2015

The Selectmen's meeting for Monday, November 23, 2015 started at 6:30 p.m. Present were Selectman Gaudiello, Selectman O'Brien, Chairman Clark, Administrator Scruton and Clerk McNeil. Selectman Hatch and Selectman Bussiere were absent.

Chairman Clark welcomed everyone led in the Pledge of Allegiance and wished everyone a Happy Thanksgiving.

Chairman Clark opened the public hearing at 6:34 p.m. for the issuance of a building permit at 75 Bulley Road (a private road); Map 118 Lot 0054 for Suzanne Schneider and Joel Cohen. The original house has been demolished and will be replaced. Peter Cook has looked at the road and recommends that after construction gravel be added and the dirt section be graded to smooth out the road. The Planning Board and Fire Chief have also reviewed this request. Selectman O'Brien moved to sign the Private Road Agreement with the conditions for road work recommended by the road agent, seconded by Selectman Gaudiello. It was unanimously voted in the affirmative. The public hearing closed at 6:36.

### APPOINTMENTS

George Philbrick – 456 Pond Hill Road Property – The town went out to bid on this property with the buyer assuming all clean-up of the property to the satisfaction of the code enforcement officer. Four bids were submitted, Mr. Philbrick's was the highest bid. He feels that he should have been notified of the property going out to bid as he is an abutter. He put his bid together quickly without doing a lot of research. He has since received an estimate to clean up the property of between \$15,000 - \$30,000. He has talked with his attorney and he would like clear title to the property and that can be costly. The lot is a non-conforming lot with wetlands. He would like to negotiate his bid. Administrator Scruton noted the various options that the Board has. The Board decided to rebid the property and request a 10% deposit with the bid. Paul Mausteller made some suggestions for the bid. The abutters will be notified

### BUDGET REVIEWS

Planning Board – Marcia Gasses presented this budget. Ms. Gasses would like to increase the land use clerk from part-time to full time (34 to 38 hours). The part-time wage line was reduced but includes money to hire Bruce Mayberry to review the School Impact Fee structure. The conference and training lines were reduced by \$600. The advertising line has an increase along with the postage line but these lines are offset by applicant fees. Ms. Gasses reviewed the ZBA and Planning Board cases for 2015 and work that the office has been involved in throughout the year. Ms. Gasses further reviewed her 2015 goals and upcoming 2016 goals. Peter Royce asked several questions. Dan Ayer asked about the Planning Board legal line. There is a general legal line that is used by all departments. Administrator Scruton explained how the legal billing works. Selectman Gaudiello noted the increase in employee benefits going from 34 to 38 hours. Ms. Gasses noted her need for this full-time position especially the minute taking and attending the public hearings. Dan Ayer supported the full-time position.

Administration – Administrator Scruton introduced Lynne Murphy the new bookkeeper. Finance Director, Norma McCulloch noted that the recent change in staffing has reduced the full-time and

part-time hourly wage line. The contracts line will be increased because of additional costs with the Registry of Deeds. The postage line has increased due to purchasing ink, mailing strips and liquid for the sealer. The equipment line has increased due to purchase of new computers. The Auditing line has increased with the hiring of a new auditing firm. Mrs. McCulloch stated the goals for her department and accomplishments. The Finance Department “passed with flying colors” from the audit. Mrs. McCulloch summarized the new health insurance plan and the costs. There will be a reduction of \$24,000 for health insurance for non-union employees from what is currently stated in the proposed budget.

General Government Buildings – Paul Sanders presented this budget. Mr. Sanders stated that the cemetery fence should be completed this week with the help of several highway employees. Mr. Sander’s wages from the town side were taken out of part-time hourly and now will come out of the contracts line. Mr. Sanders requested reducing the electric line, the heating fuel line and the vehicle fuel line. He will be doing an LED light conversion in several buildings. Mr. Sanders explained what projects he still had left to be completed before the end of the year that work would reduce the spent line. Paul Mausteller asked if the town had looked into different electric suppliers.

Executive – Administrator Scruton presented this budget. There is a decrease of 37% in this budget. The conferences and training line has an increase as several conferences were paid for through Administrator Scruton sitting on their Boards. His term expires in 2016 so these conferences are now included in the budget. The Revaluation line has been overspent and the Assessing line is underspent. Administrator Scruton will check to see if the billing from Corcoran Consulting was applied to the correct lines. It is projected that the legal line will be overspent. Administrator Scruton gave a review of how much has been spent out of the legal line for the past 10 years.

General Assistance – There is a decrease of 14% in this budget. The food/rent/utilities line was reduced by \$10,000. This line could be revisited at a later date.

Health Department – This budget consists of health agencies that request town funding. Administrator Scruton funded agencies that were carried in the past with the same amount as in the past.

## PUBLIC COMMENTS

Peter Royce – He requested all of the final information for the budget before the ABC has their reviews.

REVIEW OF MINUTES – November 16, 2015 – Selectman O’Brien moved to accept the minutes of November 16, 2015, seconded by Selectman Gaudiello. It was unanimously voted in the affirmative.

## STAFF REPORT

Administrator Scruton

1. Administrator Scruton asked the Board if they wished to add more meetings to the schedule. The Board added November 30<sup>th</sup> and December 14<sup>th</sup> to the schedule.
2. The Board agreed to participate in the 2017 Spring Household Hazardous Waste Collection Day.

3. The Board supported selling the old police cruiser to the Strafford County Sheriff's Department, it was the highest offer in the sealed bids. This will be used as an offset to the interim police chief's salary.
4. Selectman Gaudiello moved to hire Vachon & Clukay with a three year contract of \$12,800 per year as the town's auditors, seconded by Selectman O'Brien. All in favor.
5. Administrator Scruton recommended to add into the budget, for nonunion employees, a 1% COLA, a step increase and 1.75% as a new step for five positions that are at the top of the scale. The Board first wants to see adjustment at the November 30<sup>th</sup> meeting.
6. The expected bid date for the proposed town office will be January 8<sup>th</sup>. A prebid conference will be scheduled around December 21<sup>st</sup>. A bond hearing will be advertised with a number of \$3,000,000. The amount can be reduced based on bids received but not increased. This bid process will give the town a better number for deliberative session.
7. The final proposal from the American Legion for the town to purchase back the property that was given to them for \$1 is \$16,000 as this includes their costs for volunteer work and property taxes. Selectman Gaudiello was very distressed by the American Legion's proposal on land that was subdivided for them and sold to them for \$1. Dan Ayer felt that that he didn't want the Board to spend taxpayer money on this purchase. Rick Walker spoke as a concerned taxpayer and he doesn't want to pay the money to the Legion but the town will be losing a commercial lot and he feels the town needs to protect its interest in commercial property. Chairman Clark felt that the town was doing something nice for their organization when the property was sold for \$1 yet he didn't expect the calculation of improvements from the Legion. Selectman O'Brien moved to buy back the property for the amount discussed, seconded by Chairman Clark. Chairman Clark asked for a roll call, Gaudiello – nay, O'Brien – aye, Clark – aye. The motion passes. Administrator Scruton was also asked to send a letter, with all the Board members signatures, to the American Legion stating the Board's displeasure.
8. Administrator Scruton asked the Board who would be attending the Christmas party.

Clerk McNeil

1. Clerk McNeil requested signatures on the following: abatement #58, one Private Road Agreement for all interior work, payroll manifest dated 11/18 and payroll manifest dated 11/19.

#### OLD BUSINESS

Tax Deeding – Tabled

Audit – Previously discussed

#### NEW BUSINESS

There was no new business

#### SELECTMEN'S REPORT

Selectman Gaudiello recently attended the NHMA Conference and went to several interesting workshops. She further reported that the two page question and answer handout regarding the proposed town office has been completed.

Selectman O'Brien moved to go into non-public session at 8:48 per RSA 91 A:3 II to discuss personnel, seconded by Selectman Gaudiello. Chairman Clark asked for a roll call, Gaudiello – aye, O'Brien – aye, Clark – aye. The motion passes.

The Board signed an employment agreement with Robert Williams to be the new Police Chief. Selectman Gaudiello moved to come out of non-public session at 9:05 p.m., seconded by Selectman O'Brien. Chairman Clark asked for a roll call, Gaudiello – aye, O'Brien – aye, Clark – aye. The motion passes.

Meeting adjourned at 9:10 p.m.