



## SELECTMEN'S MEETING MINUTES

Dec 03, 2015

**ATTENDANCE:** Selectman Brian Robischeau, Selectman Rich Zacher, Selectman Bill Nelson, Laurie Champy, Mariou Maclean, Ed Comeau, Ed Nason, Dianne Smith

### **This is a special 2016 budgetary meeting.**

- **Old Business:** Selectman Zacher, in an effort to provide information for budgeting purposes, stated that he spoke with Dame Electric regarding pricing for the electrical work that needs to be performed on the Townhouse Building. Dame Electric provided a planning number for time and material, not to exceed \$10,000 to include, but not limited to, installing 4 additional circuits in the ceiling for light fixtures, additional outlets in the walls and in the kitchen, new wiring, and bringing the building up to current code. This planning number does not include work in the old office as it has already been updated, also does not include light fixtures. It was suggested by Selectman Nelson that this is a large job and other estimates should be considered. The Selectmen agreed and spoke of providing a Request for Proposal in the future. No action taken now.

*While working on the budget process it prompted several action items, listed below, that require follow up prior to the next budget meeting:*

Ed Nason will order concrete barriers and materials necessary to complete work in the rear parking area near the newly installed propane tanks.

Laurie Champy will look for the original contract with Virtual Town Hall, and will call if necessary, to help provide information on how many email addresses they provide as a service and what costs are associated with that service.

Marilou Maclean will call insurance company to ask if it is necessary to add the new Cemetery land to the existing policy. It is questionable due to the lack of a structure on the land. Marilou will also verify whether or not flags are expected to be purchased this year as it will impact the Patriotic Purposes line item on the proposed budget.

Selectman Nelson will seek further information about the CASA Organization that has requested a donation of funds.

Selectman Robischeau will circulate via email the previous year's warrant articles to provide a guideline to work from when producing articles for 2016.

The Selectmen announced the need to enter a nonpublic session per RSA 91-A:3 II(c).

***MOTION: Selectman Nelson made a motion to go into nonpublic session per previously mentioned RSA, Selectman Zacher seconded, all in favor, motion carries.***

Roll call: Selectman Nelson, yes, Selectman Zacher, yes, Selectman Robischeau, yes

***MOTION: Selectman Zacher made a motion to come out of nonpublic and seal minutes for one year, Selectman Nelson seconded, all in favor, motion carries.***

Roll call: Selectman Nelson, yes, Selectman Zacher, yes, Selectman Robischeau, yes

Marilou Maclean stated that she had looked into the process involved with accepting private funds as a donation. She stated she learned that the funds are to pass through and be kept by the Trustees of the Trust Fund.

Meeting adjourned 9:10 pm

. The next budget meeting is scheduled for Dec 21<sup>st</sup> at 6:30pm.

Respectfully Submitted,

Laurie M. Champy  
Administrative Assistant