

Town of Canterbury
Board of Selectmen
July 16, 2012

Selectmen Present: Bob Steenson
Cheryl Gordon

Town Administrator: Roger Becker

The meeting was called to order at 5:12 PM.

Jim Sawicki stopped in to discuss the extra work that will need to be done to the bridge abutments on the Old Tilton Road Bridge; this will increase the project by approximately \$4,500.

A brief discussion was held on the repairs that will need to be done to the generator at the Municipal Building. Roger explained that he is getting a quote from Merrill's Radiator. Jim suggested that while the repairs are being done, the hoses and clamps should be replaced at the same time.

The Board thanked Jim.

The Board reviewed a draft Investment Policy.

The Board signed: Accounts Payable Manifest
Payroll Manifest (3)
Welfare Manifest
Abatement – Tax Map 241 Lot 21
Intent to Cut – Tax Map 245 Lot 12 and Tax Map 159 Lot 17
Land Use Change Tax – Tax Map 258 Lot 1

The Board reviewed the MS-5 Financial Report prepared by Melanson Heath. The Board asked Roger to contact Melanson Heath for an explanation of the negative appropriations in the report.

Canterbury Community Market LLC Representative Lisa Carlson, Canterbury United Community Church Trustee Win Thomas and Mark Stevens attended the meeting.

Mark explained that he, Lisa and Win were there to have the 2007 boundary line agreement documents signed. Mark stated that he will notarize the documents and prepare a mylar for recording. Lisa will have the documents and mylar recorded at the Merrimack County Registry of Deeds.

Barry Cox from the LGC attended the meeting to review the resumes received for the Road Agent position.

Phil Stone and Hugh Fifield also attended. Hugh explained that he would like to see Highway employee John O'Connor get the position of Road Agent. He has worked with John on several occasions and has seen him in action. Hugh was the Road Agent for 22 years and knows the job. He feels that John is the right person for the position. The Board thanked Hugh for his input. Phil explained that he would like to see the position filled in-house. Two members of the Highway Crew have submitted their resumes. Phil offered a brief outline of each employee's strengths. The Selectmen thanked Phil for his input.

Bob explained that since they will be discussing personnel matters, the meeting would go into a non-public session. Phil asked if it would be possible for him to sit in on the interviews. Bob explained that Phil's presence might inhibit or intimidate in-house applicants from being 100% responsive to

questions posed by the Board. Also, it might create an awkward situation due to his promotion of a particular candidate or candidates. Phil stated that if the position is filled from outside, he would be willing to come in and work with that person.

Bob made a motion to enter into a non-public session at 6:27 PM to discuss personnel matters. Cheryl seconded the motion.

Bob made a motion to exit the non-public session at 6:36 PM and to permanently seal the minutes due to the personnel matters discussed. Cheryl seconded the motion.

Joe Halla attended the meeting to discuss the illegal apartments on Shaker Road. Bob explained that the Board will send an immediate cease and desist, have the renters move out and have the Code Enforcement Officer inspect the premises. After the property owner has obtained all the necessary State and Local approvals, he could then continue renting.

The Board thanked Joe for attending.

Bob made a motion to enter into a non-public session at 6:41 PM to discuss personnel matters. Cheryl seconded the motion.

Bob made a motion to exit the non-public session at 7:16 PM and to permanently seal the minutes due to the personnel matters discussed. Cheryl seconded the motion.

The Board reviewed a request from a tax payer asking the Board to stay the deeding process on their property until September 17, 2012. Bob explained that it would be a disadvantage to the taxpayers of Canterbury to take the property at this time. Bob asked Roger to respond to the taxpayer approving the request.

The Selectmen reviewed a request from a taxpayer. The taxpayer submitted a payment schedule to pay for the back dated and current taxes. The board accepted the proposed schedule.

Bob made a motion to have Roger order the long arm wiring harness for the irrigation system on the former Gold Star property. Cheryl seconded the motion.

Roger reported that Bob Fife has received a quote of \$300 to have the dead tree removed in the Center Cemetery. The Selectmen approved the request, but saw no need for grinding the stump. Roger will also be getting quotes to have the large rotting maple tree in front of the Sam Lake House removed.

The Board reviewed a petition from some of the employees to change from bi-weekly to weekly payroll. The Selectmen denied the request. Bob suggested that the differences in withholding can be controlled by the individual employees. Roger will prepare a letter for distribution to the employees.

Bob reported that he will draft a letter to DRA regarding the disallowance of a warrant article that was written on advice of Town Counsel. Bob will be asking for additional information on why this determination was made.

The Board reviewed the Budget vs. Actual.

The Board reviewed the minutes of the June 18, 2012 Selectmen's meeting. Bob made a motion to approve the minutes as amended. Cheryl seconded the motion.

The Board reviewed the minutes of the June 25, 2012 Selectmen's meeting. Bob made a motion to

approve the minutes as written. Cheryl seconded the motion.

Cheryl made a motion to adjourn the meeting at 8:45PM. Bob seconded the motion.

The next regularly scheduled Selectmen's meeting will be held on August 6, 2012 at 6:00 PM at the Meeting House.

Respectfully submitted,

Jan Stout
Administrative Assistant