

January 7, 2008

Present: McAuley, Griffin, Anderson, AA Ricci, OC Heinzmann

6:30 PM – meeting called to order by McAuley, with the first item on the agenda a discussion and finalization of updates to the Personnel Policy. Anderson interjected with the concern that there have been some invoices from the budget year 2007 being held over for payment in 2008. Specifically, there is a bill which was held by the FD for payment to Ossipee Mountain Electronics in the amount of \$1018.23 which should have been paid in 2007, and also a bill for a fuel delivery for the HWD from Draper Energy in the amount of \$3040.94 for the same fiscal year. After discussion, Selectmen agreed that the FD would have to find the monies to pay for the Ossipee bill; the Town will not pay for this out of the FD budget. They also agreed that the Draper Energy bill is to be paid from the line item in the 2007 budget for HWD. Anderson made the motion that any services rendered in a given calendar year must be paid from that year's budget, any purchases expected to overrun a budget requires prior approval from the Board of Selectmen, and that all Department heads receive a reminder to this effect. McAuley seconded the motion; VV 3-0 unanimously.

Personnel policy revisions were discussed, specifically wording to include the passing by the State of NH of civil union benefits. Anderson will send an electronic copy of the proposed wording to all Selectmen for additions/suggestions, then he will forward to Town Council Bart Mayer. OC Heinzmann to attach a copy of Bart Mayer's letter concerning notification of civil union benefits to these minutes.

Griffin brought up the subject of HWD time sheets during the past holiday season, with concerns that the overtime hours are not being accurately calculated. Griffin suggested that some type of instruction be given to HWD personnel regarding this situation. Anderson requested that the Selectmen's office keep a separate binder to include all employee time sheets moving forward, so that they are more accessible for review.

Anderson noted that full-time HWD personnel have requested that their un-used vacation time be carried over into fiscal year 2008. Griffin moved to accept this request, pending the Office's verifications of the accuracy of vacation request carry-overs, with the vacation time to be used by June 2008. McAuley seconded; VV 3-0 unanimously.

McAuley brought up the request by Library Trustee Andy Paul for retroactive pay adjustment for Carol Brock, who has served as the Interim Director since the passing of Joan Hanchett. Griffin stated that the Library trustees do not need the Selectmen's permission to make this adjustment since the monies were in their 2007 budget to cover this request. McAuley's concern moving forward is that while this request does not compromise the 2007 budget, it will affect the 2008 budget. He asked that the letter from Andy Paul be returned with the request/reminder that this increase in pay for Carol Brock needs to be included in the Library's 2008 budget proposal.

McAuley asked if there were any concerns from the Solid Waste Committee with the preliminary contract proposal with G.W. Shaw. Anderson stated that SWC has requested that some additions be made to item #6. Anderson offered to update the proposal, and submit to G.W.Shaw. After a brief discussion of the hauling of glass, Griffin moved that Anderson make the necessary additions to the proposal; seconded by McAuley; VV 3-0 unanimously.

McAuley listed the proposed articles for 2008 Town Meeting and asked if there are any other suggestions from Selectmen for additional articles. There were no additional suggestions.

McAuley asked AA Ricci if all employee evaluations are in. AA Ricci stated all were in, but that OC Heinzmann's evaluation has not been discussed with her yet. AA Ricci asked if Selectmen wanted to see the evaluation prior to the review with OC Heinzmann; McAuley stated it could be handed in after the evaluation process is completed.

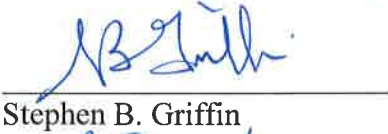
7:00 PM – Bill Letsky from "Virtual Town Hall" gave a presentation to Selectmen of their proposal to set up an official Town web site. There was a brief question and answer period.

Check Manifest Signed.

7:30 PM – Griffin moved to adjourn; seconded by McAuley. VV 3-0 unanimously.



William F. McAuley, Chair



Stephen B. Griffin



Thomas P. Anderson, Jr.