

**LYNDEBOROUGH BOARD OF SELECTMEN
WORK SESSION MINUTES
January 20, 2011**

I. CALL TO ORDER

Chairman Brown called this meeting to order at 6:00 p.m. on Thursday, January 20, 2011.

Those persons present were as follows:

Members

Present: Steven Brown, Arnie Byam and Donnie Sawin

Staff

Present: TA Jim Bingham

Recorder: Kate Thorndike

I. Call to Order–6:00 p.m.

II. Agenda Items:

6:00 - Review & signing of warrant, minutes and documents

6:30 – Non-Public RSA 91-A: 3 II (c).

6:45 - Town Administrator's Report

Special Election notification

Proposed decals for hwy dept. vehicles

Received a request to present an identity theft program

7:00 - Police Dept. Operating budget for 2011

Review 2011 operating budget & warrant appropriations summary

Review proposed warrant articles

7:50 – Non-Public RSA 91-A:3 II (a) performance evaluations for:

Highway Dept.

Selectman's Office

Town Clerk's Office

Police Department

9:00 - Non-Public RSA 91-A:3 II (a)

III. Adjournment 9:30

Non-public Session RSA 91-A: 3 II (c) *Reputation*

Selectman Byam moved to go into a non-public session regarding personnel under the provisions of Non-public Session RSA 91-A: 3 II (b). **Selectman Brown** seconded the motion, so moved.

VOTE: Selectmen Brown, Byam and Sawin voted in favor, and Selectman Brown declared the motion to have carried unanimously (3-0).

The Board then went into nonpublic session, as recorded separately, at 6:30 p.m. The Board returned to public session at 6:50 p.m.

Town Administrator's Report:

- Special Election notification
- Proposed decals for hwy dept. vehicles
- Received a request to present an identity theft program

Police Department & Operating budget for 2011:

- Review 2011 operating budget & warrant appropriations summary

Some of the items that were discussed/adjusted are as follows:

- Timber Yield Tax
- Capital Reserve Funds
- Welfare (The Board discussed the Lyndeborough policy and agreed that they would like to review it **ACTION...after** Town Meeting).
- Legal
- The Lyndeborough Views
- Earned Time for Part time employees to be readdressed at a later time
- PD Wage scale/Salary Range (**ACTION...TA Bingham** will look into whether or not that document exists)
- PD Clerical
- Mike French
- Creation of a new position in PD and scheduling
- PD phones: Cell and 4 landlines (**ACTION...TA Bingham** will research line charges and other phone plans and report back to the Board)
- PD should have their own server

Chairman Brown Excused Kate Thorndike from the meeting at 9:20 pm.

- Review proposed warrant articles

Non-public Session RSA 91-A: 3 II (a) *Personnel*

Selectman Byam moved to go into a non-public session regarding personnel under the provisions of Non-public Session RSA 91-A: 3 II (a). **Selectman Brown** seconded the motion, so moved.

VOTE: Selectmen Brown, Byam and Sawin voted in favor, and Selectman Brown declared the motion to have carried unanimously (3-0).

The Board then went into nonpublic session, as recorded separately, at 10:00.m. The Board returned to public session at 11:10 p.m.

BOARD OF SELECTMEN'S WORK SESSION

The Board reviewed documents pertaining to the operation of the Town, approving various items as listed below.

III. ADJOURNMENT

All scheduled items having been addressed, Selectman Brown moved to adjourn; Selectman Sawin seconded the motion.

VOTE: Chairman Brown called for a verbal vote on the motion. All members voted in favor.

Chairman Brown then declared the meeting to be adjourned at 11:15 p.m.

Date: January 20, 2011
Kate Thorndike, Recorder

Steven M. Brown, Chairman

Arnold A. Byam, III

Donald R. Sawin

APPROVED BY THE BOARD OF SELECTMEN ON 1-26-2011