

**OFFICE OF SELECTMEN
6 HOLLAND STREET
PO BOX 139
MOULTONBOROUGH, NH 03254**

Selectmen's Work Session

January 26, 2012

MINUTES

Selectmen: Joel R. Mudgett, Chair, Edward J. Charest, Vice Chair (arrived at 4:12 PM), James F. Gray, Betsey L. Patten (arrived at 4:16 PM), Russell C. Wakefield; Carter Terenzini, Town Administrator.

The Chair called the meeting to order at 4:10 p.m.

1. Moultonborough Police Department 2011 Review: David Crawford of Crawford Polygraph Services was present to give an overview of how he conducted the study and its recommendations. He thanked the Board of Selectmen, Carter Terenzini and Sgt. Peter Beede and all members of the Police Department for their full cooperation, without which the study could not have been completed. He then proceeded through his recommendations from page(s) 23 and 24. The Chair opened the discussion to the Board advising all that he would have to rule any discussion of personnel matters out of bounds. Jim Gray pointed out that we set the complement on the Calls for Service so if that's off we make wrong judgments. The Consultant's recommendation on how this should be restructured was important. Betsey said it was a very professional report that will help guide them and thanked Mr. Crawford. Ed agreed and felt the report was far more than our monies worth, and that it would guide them in hiring the new Chief. Joel echoed those positive comments and opened the questioning to the audience.
 - 1) Nancy Wright, in a follow-up to the recommendation to restructure the Calls for Service and reduce the time officers spent in the station asked if we are over staffed and could we make reductions. Mr. Crawford replied no, stating that he ran a generally accepted formula and we are adequately staffed. In fact, he felt that the department should actually have one more for a total of 13. Russ commented on the question of whether or not we were staffed correctly and observed we had a problem finding qualified part-time officers to help us cover the peaks. Ed said that when you have sufficient staff for regular neighborhood patrols people are comforted by that so we need to look at the kind of policing we do and the large land area we have. Nancy Wright asked how long the various problems cited in the report have been going on. The Chair replied that we didn't really know, but it's what is going on now. 2) Hollis Austin stated that he was impressed by the thoroughness of the report and it would be a shame if it's not thoroughly utilized and hopes the Selectmen keeps the public updated. John Tolman said his concern is the supervisory structure being top-heavy and he also hopes the Selectmen look carefully at the part-time to full-time ratio. Steve Maquire stated that his first reaction was the study was a waste of money but, found it interesting and worthwhile overall. He complimented Mr. Crawford and his company.
2. Charter Commission Frequently Asked Questions (FAQ): The Town Administrator distributed a four page FAQ and flyer that would be used on the web and as a hand-out. He asked the Board to review it and let him know if they had any additions, deletions or revisions by the end of the day on January 31st so he could finalize it for the 02/02 public hearing.

3. Fiscal Year Conversion Report: The Town Administrator said that we had a question raised since submitting it relative to the move of the Town Meeting. Separating the Town balloting from the School balloting could cost about \$3,500. The suggestion had been that we keep them as is and adjourn the Town business meeting into May to keep one election. He had checked with the LGC attorney who advised – in as close to a no as one can get – that this could not really be done. So the staff went back into the law books and found RSA 671:22 which allowed the SAU to move to “...vote to elect its district officers by separate ballot at the town election in such town...” Such action cannot take effect until the calendar year following the year in which such vote is taken so it would have to be on the 2013 SAU warrant if they wish to do this. Barbara Wakefield expressed concern this was an older statute (1979) and that we should verify it. The TA said he would talk with the LGC and Barbara suggested several other resources she thought we should check with as well. Russ felt that we might not be projecting the tax impact completely as we are going to have an increase in taxes from not applying the fund balance over the next few years. The TA and Chair explained we would not have this impact as we had stopped applying the fund balance about two years ago in an effort to build the fund balance up for cash flow in general and to prepare for this conversion. The consensus was that the TA would confirm his reading of the School Election statute, plug in any warranted corrections and then proceed to do an FAQ’s for sure on the web and as a hand out from this final report.
4. 2012 Warrant: The TA distributed the latest Draft noting he had split the FY Conversion and May Town Meeting questions and moved the general fund and Library budget items as requested. The consensus was this was ready for the public hearing as is and the matter of the Police contract could only be dealt with if we reached an agreement and that how much money to ask for the soccer field and where to draw it from would be dealt with after the public hearing as the vote of recommendations was made on each item.
5. Public Works Manual: The TA distributed the latest version from the Director. He asked for any comments by 02/02 so it could be voted on at the 02/16 meeting.
6. Temporary & Transitional Alternative Duty Policy: The TA brought the Board up to date on his meeting with the Joint Loss Management Committee and a few follow-up questions they had. The consensus was he would respond to those, finalize the policy and hopefully present it for action within a month.
7. Travel & Transportation Policy: The TA walked the Board through Draft #2. Russ asked if we should move portions of #4 to another policy area since it deals with absences which might happen at times other than for travel. The consensus was to leave it in here for now and move it later. It was noted and agreed by consensus that a revision was needed to set the date by which claims need to be filed as a fixed date of the month following the month in which the expense was incurred. A question was raised about whether or not to address a prohibition on the use of cell phones while operating a motor vehicle. The consensus was to act upon that separately. The TA asked for any final comments by 02/02 so it could be voted on at the 02/16 meeting.

Betsey moved and Ed seconded for the Selectmen to go into Non-Public Session per RSA 91-A:3 II (a). A roll call was taken: Jim – Aye, Betsey – Aye; Ed – Aye, Russ – Aye, Joel – Aye. The Selectmen went into Non-Public Session at 5:45 p.m.

The Board exited Non-Public Session at 6:19 p.m. having voted by a vote of 2/3 or greater of the members present to not disclose the minutes and decisions reached therein to the public, as divulgence

of the information discussed likely would affect adversely the reputation of any person other than a member of the public body itself, until - in the opinion of a majority of the members - the aforesaid circumstances no longer apply.

There being no further business the Chair adjourned the meeting at 6:20 p.m.

Approved

Date
Respectfully Submitted
Carter Terenzini, Town Administrator

DRAFT