

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

Selectmen's Work Session

December 14, 2012

MINUTES

Present: Selectmen: Joel R. Mudgett, Chair, Edward J. Charest, Betsey L. Patten, Jonathan W. Tolman, and Russell C. Wakefield; Town Administrator: Carter Terenzini.

ABC Present: Jean Beadle, Barbara Sheppard, Betsey Patten

Absent: Kathy Garry, Alan Ballard (with prior notification)

The Chair called the meeting to order at 9.05 a.m.

The Town Administrator distributed a checklist of items related to the FY 2013 Town Meeting package that had been prioritized for review.

1. Category 1: These were items needing planning time or which had other procedures that had to be followed prior to the Annual Town Meeting. On Article 12 (land at Mud Pond) Betsey said the ConCom had done what had been asked of it, an inventory of resources to guide their decisions, and this is their #1 priority so she was ok with taking it to Town Meeting. Russ agreed, but was concerned over the possible restriction on a DPW expansion. Joel said he had mixed views and was not sure we need it for expansion. Ed said he was concerned over the conflict with the right of way and noted that issue would not go away. Joel said he did not think we needed to worry about the land selling quickly. Carter said you need to look at the totality of the five reasons cited as justifying the purchase. The Town had given the ConCom a portion of the Land Use Change Tax for just such a purpose. Russ said that he may be changing his mind as the land was not going anywhere in this economy. Carter pointed out that the best time to buy conservation land is when the economy is at its lower points otherwise you are simply paying a higher price at a future date. Joel asked about the process that was needed and learned from Carter there was a formal referral needed to the ConCom and Planning by the BoS, and then the ConCom and BoS needed to hold a public hearing on expending the funds. Jon moved and Russ seconded to remove the item from the draft warrant. Passed 4-1 (Betsey opposed). In a review of the States Landing Planning memorandum of 11/28/12; the consensus was to go forward with the outlined process.
2. Category 2: These were items that were to be implemented as quickly as possible as part of planned policy changes in operations. The VNS was moving from pagers to the phone stipend. It was noted that the Director would be compensated differently than other Department Heads with Carter noting she did not have the same level of usage as the others and felt uncomfortable taking that reimbursement. By consensus the BoS approved with the TA to design a change to the system to accommodate such instances. The BoS approved by consensus the elimination of the last cell phone in the DPW and a conversion to the stipend program.

3. Category 3: These were Operating items that had dollar values that would need to be adjusted for the preparation for the Public Hearing if changes were to be made. ODS had a layer for mapping the cable system which might not be needed if the BoS decided to go in a different direction on the Communications Technology Fund after discussing the future of the program. The consensus was leave the money for this layer in, with the intent of keeping the GIS program stay constant in dollar value, but to not trigger the cable layer until there is a discussion on the technology fund. In fire the lump sum disallow (account 00800 on pg 66) would be reduced to -\$51. The TA reviewed how the current accounting for the Supra boxes was being done and the consensus was that it needed to be done in one manner or the other, but not the mixed blend presentation as it is with part of it showing in the budget. After a discussion of a recent communication relative to the Fire Tower the consensus was to add the \$5K back in for next year but that no money was to be released until the original precedent conditions were satisfied (a report on the organizational structure, money flow, and services). On the Recreation Revolving Fund, Jean Beadle said that the plan was for them to draw down the surplus by \$15K a year and this had not happened. She noted there would be a minor loss this year and suggested the BoS make a lump sum disallow of \$15K in the tax levy budget to accelerate the draw down. She said she was not looking to cut the programs, but simply to align the RRF transition to the reality of the actual operation. Carter noted that the Department Head said that one of the reasons for the lower losses than anticipated was a rethinking on program offerings along the lines of their actual profit or loss and he would not like to see the BoS put the department in a position where they thought they were being penalized for such thinking; in effect forcing them to lose money to justify the transition plan. He suggested using a figure less than the proposed \$15k. After a lengthy discussion of a suitable reduction (ranging from \$7.5k to \$10k to \$15k) the Consensus was to reduce the tax levy operating budget by \$15K. As to Holiday Lighting this will stay as proposed, but in the near term the Town will stop charging the auxiliary invoice to the Trust Fund and instead charge it to the OPEX budget line item.

The Board recessed at 10:33 a.m. and reconvened at 10:40 a.m.

4. Category 7: These were revenue items which could impact the amount needed to be raised by taxes. By consensus there were no questions on the revenue projections. After a discussion of the inconsistency between the current copy charge (50¢/page) and the current property record card charge (\$1/card without regard to how many pages it is) the consensus was to change the latter to be consistent with the former.
5. Category 5: The TA then began a review of other items in the Annual Town Meeting Draft warrant. Article 9 (tax deed related) is being held for further review by him and Town Counsel. On Article 15 Russ asked if we should remove the gym study, but add the bus Recreation asked for. Carter pointed out that much of the change in the Rec Revolving numbers had been from canceled trips and asked that if the numbers shouldn't be re-run if this was to be the future pattern. Russ said that the CIPC favored this expenditure based upon the analysis and Jean said that this was based upon the former trip pattern. She did not think there was enough realistic information to go on. On the gym Jon said he knew for a fact that we can use more gym space. He said there are more kids and more teams playing now than ever. He felt it would get used and used well, but he can't say this is the time to do this. He also said that we used to have adult programs

we can no longer provide due to a lack of space/scheduling. Ed said he agree with Jon while Russ felt it was premature to undertake this. He did, however, think the Blue Ribbon Commission (BRC) study demands a response from the community. The consensus was to redraft as a stand-alone warrant article with the actual inclusion on the 2013 warrant an item for future discussion. As to the bus the consensus was to not add it. As to another capital item that had not been recommended, Joel felt the request wood gasification boiler for the DPW was not a bad idea. Jon said that in his discussions with Scott he had been told it might be acquired for as little as \$15k. The consensus was to put this into the place of the BRC Gym study with a number to be researched by the TA based upon Scott's statements he could now buy it for less than the original number. On Article 17, the TA pointed out that with the news of the Milfoil grant we could bump the milfoil number back up as there was space in the cap. Betsey said she did not want to be in the position of Wolfeboro with its resurgence in growth and spoke in favor of increasing the number. After discussion the Consensus was to move the number back up by \$5k to this year's \$195K.

6. Category 4: These were items related to Personnel with the first being the proposed COLA for which the TA explained his reasons for proposing the 2.0% figure required to trigger the change in the employee benefit contribution rate versus the actual CPI change of 1.7%. The consensus was to continue to carry the 2% rate. The proposed two stipends in the Police Department remains on hold with it being noted it would be covered from within the current budget request. Within the Elections budget it was noted that the Ballot Clerks had been raised in 2012 from \$7.45 to \$9/hour. A number of BoS members expressed concern over such a large increase. Carter suggested phasing it in over a few years as they had done in the past in such cases. Betsey moved and Jon seconded to increase the rate to \$10/hour in 2013 and \$11/hour in 2014. Unanimous. Joel said the next discussion would be the requested position of Assistant Moderator as to how many and how much. Carter pointed out the authority to appoint an Assistant Moderator sat with the Moderator by statute which the BoS did acknowledge. The consensus was to set the rate at \$11/hour with the total number of hours to be the subject of future discussions with the moderator.

The Board recessed at 12:05 reconvened at 12:40pm

7. Category 4: Discussion continued on Personnel matters moving on to the proposed reclassification within the Fire Department. The consensus was to not deny it at this point, but to advise the Department Head to prepare the required paperwork. As to the request in the DPW, Russ said it needs an actual job description and then the question becomes if he applied the analysis correctly. While there was general acceptance that this had in fact occurred and there was also acceptance of the proposed grade there was substantial disagreement over how to get to the proposed grade. Betsey said we had phased-in prior changes while Jon felt that if you had followed the rules for reclassification the change should be implemented. Carter reviewed the process followed for Thornton Lite, while Russ felt that a single reclassification was very different from an overall Town wide revamping of the system. Betsey said we need to remember the people that are out there who are our taxpayers; there is no way they'd go from \$11 to \$15 in one jump. She said we often tell people, "Yes, we know where we want you to be, but this is how we are going to phase it in." Jon also spoke to the change being done all

at once if this was what the system said should be the new grade. Carter asked if it would be helpful to first settle the actual grade and then settle how to get there. Russ moved, seconded by Ed, to approve the DPW reclassification as requested. Approved 4-1 (Betsey opposed). Jon moved, seconded by Betsey, to implement the change over two years at Grade IV on 01/01/2013 and Grade VI on 01/01/2014. Russ disagreed saying the job changed all at once. Betsey cited our prior practices. Approved 4-1 (Russ opposed). As to the ODS GIS stipend, the consensus was to approve it.

As to the request of the Town Clerk to move from a salary plus fee schedule to the compensation plan, Russ excused himself and left the table saying he would remain in the audience for any needed input. Betsey said that when the Tax Collector converted she started at Step 1. She said that the Town Clerk had cited being here longer on her handout as part of the reason for a Grade XVI request. Carter reviewed the Thornton study and said this was the grade they recommended and the question really became the step the BoS was comfortable with. Jon said he was not going to rehash his transition arguments noting he had less concerns here over the money as it is a separate warrant article. Betsey said the current system had been the Clerk's decision and the position would be far further along on the steps if the change had been made when the others had. Ed said the job has changed a lot and agreed with Jon. Russ said there is a possibility she can do boat registrations which would compensate the Clerk above the Step 7 she was requesting. He said that registering boats will bring in \$12K in fees if it happens and spoke to the work load that the Clerk carries. Betsey pointed out that a salary won't change that workload. There followed a discussion of when or if this might be implemented and our need for a software update first. Jean Beadle said that in her mind there was no problem with the requested grade, but the issue becomes how you get there. Jon repeated his point that this would be a free-standing article for people to vote on and Jean said we need to show the increase (the from and to). Joel repeated the point that in all reality if she had come onboard the plan when asked to she'd be higher up already. Jon said it was his position that she asked for it, and he had no problem submitting it to Town Meeting as requested, and he so moved, seconded by Ed. Approved 4-0.

8. Cable Expansion Updates: The TA gave an update on several expansions requested noting Time Warner found them to have less than the required 15 homes per mile (14 and 13 respectively). He suggested, without making a formal commitment or accepting the Time Warner calculations, which did not include several homes the Town would argue should qualify for the expansion, would the Board approve of an inquiry as to whether or not Time Warner would undertake the expansion, if the Town contributed the balance of the funding (1/15th and 2/15th). The consensus was to have him make this inquiry.

There being no further business the Chair adjourned the meeting at 2:30 p.m.

Approved

Date:
Respectfully Submitted
Carter Terenzini, Town Administrator