

January 16, 2014

APPROVED

BOARD OF SELECTMEN

Public Meeting

January 16, 2014

Present:

Chairman Terry Jarvis
David Swenson, Selectman
Jeffrey Kratovil, Selectman

Also Present:

Jeremy Bourgeois, Town Administrator
Theresa Chabot, Citizen
Anthony (Tony) Bonanno, Citizen
Jim Ladd, Videographer
Laura Zuzgo, Minute Taker

The meeting was called to order by Chair Terry Jarvis at 9:03 AM.

Appointment – Chief of Police

Chief Bernier presented the Board with the Police Department statistics for 2011, 2012, 2013 as previously requested. There has been an increase in the number of miles traveled and a decrease in the amount of gas used. Selectman Kratovil asked if this was due to the auxiliary backup. The Chief said he believed that contributed to it, but going from V-8 cruisers to V-6 cruisers also contributed to it. There was discussion as to whether or not the new cruiser should have the back-up battery pack. Chief Bernier stated that K-9 Fred has done demonstrations at the library and at the school. K-9 Fred has also tracked down a suspect in a theft investigation. The discussion moved back to the purchase of a new cruiser. Selectman Swenson asked if the battery back-up would last as long as the cruiser. The Chief stated yes he believed it would, depending on the use. It reduces the wear and tear on the vehicle. The Chief reviewed the bid for a new cruiser with the Board members. The cruiser to be replaced is the 2006 Crown Victoria. The Board discussed trade –in value vs. sealed bid sale. The Board asked if the Town Mechanic had given any indication of how much the cruiser could be sold for. The Chief said he had not received any information from the Town Mechanic. Chair Jarvis and Selectman Swenson are in agreement with the replacement schedule. Chair Jarvis stated the BOS needs a final price for the cruiser so the purchase can be placed on the Town Warrant.

Agenda Review:

- SB-2 to follow Public Input
- Communication from Library Trustees added under new business
- BOS goals added to new business

SB-2

Tony Bonanno stated he has been benchmarking the Town departments and heard about the SB-2 form of Town Meetings. He felt it would give lake residents a better chance to

make decisions. He believes there would a higher participation. He feels the BOS should be tasked with getting the information out to the citizens. Chair Jarvis said the Warrant Articles and a narrative of each article will be in the Town Report and on the web site. She said that in the past there has also been a warrant call-in which is a live broadcast where citizens can call in with questions. Theresa Chabot said she was also there to speak in favor of SB-2 Town Meetings. She gave a brief history of SB-2 Town Meetings and stated she felt it gave more citizens a chance to understand what was being voted on. She felt it also gave people an opportunity to do an absentee ballot. The majority of the Board can put this on the warrant article or it can be done by petition. Changing to SB-2 will require a 60% majority to pass. Chair Jarvis explained the BOS does not review a petition article for wording and content. Selectman Swenson said he believes it could be a good way for the Town to go but feels that it is too late to be placed on the Warrant for this year due to limited opportunity to communicate the pros and cons information to the voters. He would like to see more information and statistics on SB-2 and have more time to get the information out to the citizens. Chair Jarvis said she is not a fan of the SB-2 form of Town Meeting. She feels that people do not come to the deliberative session and they vote without understanding the justification. She would like more information from towns in the area that are SB-2 including how many people come to the deliberative sessions compared to the number that come out to vote. Selectman Kratovil felt it would provide a better opportunity for the citizens to participate in the voting.

Selectman Kratovil made a motion to put SB-2 form of government on the Warrant Article for 2014. Selectman Swenson seconded the motion for discussion.

Discussion: Selectman Swenson stated he is in favor of looking at SB- 2 but does not feel there is enough time to educate voters on the pros and cons and is concerned that a defeat vote this year would have a precedence on next year's activity. He feels more information is needed. He stated there has not been a chance to hear from the other side. He also stated he would abstain from the vote. Theresa Chabot asked if she could get information to the BOS prior to their next meeting and for what information would they be looking. Selectman Swenson said he would like the Town's participation data from the Towns with SB-2 and he would like to give citizens who are against it a chance to speak. Chair Jarvis stated she would like to see the data on the participation level in deliberative sessions vs. voters vs. town meeting. **The vote was 1 in favor (Kratovil), 1 against (Jarvis) and 1 abstain (Swenson).**

TA Report

BOS minute taker – Selectman Kratovil and TA Bourgeois will be conducting interviews on Thursday January 23rd, 2014.

2014 Reappointments – BOS reviewed reappointments to the CIP Committee. The committee consists of a member from the Budget Committee, a member from the Planning Board, a member from the Copplescrown Village District, a member from the BOS and a member at large. The only member appointed by the BOS is the at large. member. All of the current members of the Zoning Board are interested in being reappointed. All members of the Milfoil Committee are interested in being reappointed. Ron Gehl is interested in being reappointed to the Conservation Commission. Cathy

Orlowicz and Cheryl Cullimore are interested in reappointments as historians. The TA will post a notice on the web site of all open positions with a note stating current members may be remaining. It will also include that there are openings for alternates on the Planning Board, the Zoning Board and the Parks and Recreation Commission has one opening.

Old Business

Review of Nov. 4, 2013 Public Meeting minutes: The BOS reviewed the transcript from the Nov. 4 meeting. After a discussion on the need to amend the minutes and on the best way to handle the amendment the majority of the Board felt there needed to be a correction made to the Nov. 4th minutes. During the discussion Selectman Kratovil stated he did not believe they should go back and make amendments to already approved amended minutes.

Chair Jarvis made a motion that in regards to the Nov 4th BOS minutes that were previously approved on Dec. 16th, 2013 under the category IT Advisory Committee after the second paragraph a statement be added that says at the January 16th 2014 BOS meeting the Board reviewed these minutes. Based on a review of the video and the transcript the following modification was made. Selectman Kratovil asked whether it was coincidental that the system failed shortly after the antivirus software was installed by Daystar. Selectman Kratovil asked what caused the system casualty. Mr. Rosiello stated that servers are affected by hot air, humidity and dust. Mr. Rosiello also stated that antivirus software was not implemented correctly. Selectman Swenson seconded the motion. The vote was 2 in favor (Jarvis, Swenson) and 1 opposed (Kratovil). Selectman Kratovil stated for the record that he was opposed because he feels it will open up a Pandora's Box mainly for the BOS to go back and revise minutes in an unsavory fashion.

Operational Budget – The Budget Committee has finished their review of the 2014 budget including Capital Reserve Funds and Expendable Trust Funds. Their Public Hearing has been scheduled for February 5th at the Library. The snow date is February 6th.

Budget Review

Acct 4916 Expendable Trust Funds

- Sub Account 067 Emergency Management – The Budget Committee (BC) felt that no money had been spent in 2013 and that there were sufficient funds in the account. They approved funding this line at \$0. Selectman Kratovil asked how much was available in the account. Chair Jarvis stated there was \$6,473.48 in the account.

Chair Jarvis made a motion to reapprove Acct 4916 Expendable Trust Funds in the revised amount of \$32,750. Selectman Kratovil seconded the motion. The vote was unanimous. Selectman Kratovil asked a question about Line 063 Office System Maintenance. He asked if that was to strictly for the new system upgrade maintenance for a private company. Chair Jarvis stated it is anticipated the cost will come from this

line, but there is no maintenance plan in place at this time and the Town is still using Daystar for any computer issues that come up and they will be paid from this line. Selectman Swenson stated it is to cover all of the Town not just the new system. Chair Jarvis stated it is for any future maintenance vendor and the current vendor.

Account 4915 Capital Reserve Funds

- Sub Account 094 Satellite Fire Station – The CIP Committee recommended funding this account in the amount of \$15,000. The BOS had previously reduced this to \$5,000. After the BC met with the Fire Chief who stated there was no immediate need for a satellite station, the BC would like to see a strategic plan before putting any more money in this account. They approved funding this account in the amount of \$0. Selectman Swenson stated he found it curious the BC would remove this but keep \$5,000 for SWF improvements. He feels the BC applied different standards for different accounts and that it should be consistent for all accounts. Selectman Kratovil stated he felt it should be the same standards across the board.

Chair Jarvis made a motion to approve Acct 4915 Capital Reserve Funds in the revised amount of \$271,722. Selectman Kratovil seconded the motion. Discussion Selectman Swenson stated he will vote for it with the caveat that lets try and do consistent rationale as they work through next year. **The vote was unanimous.**

Account 4723 Interest on TAN

- The BC has questioned funding this account if it is not being used. Research was done and this account has not been used since 2004. They agreed to fund this account in the amount of \$1 to keep the line open if it is needed.
- The BOS felt the possibility of establishing an Expendable Trust Fund should be discussed in the future.

Chair Jarvis made a motion to approve Acct 4723 Interest on TAN in the revised amount of \$1. Selectman Swenson seconded the motion. The vote was unanimous.

Account 4324 SWF

- Line 330 Contracted Services - The BOS funded this line in the amount of \$0.
- The BC funded this line in the amount of \$5,000. The BC Chairman stated the intention was to get the engineers to tell the BOS what is possible and at what price range so the Town will have a better idea of what they want to do.
- Selectman Swenson said he strongly disagrees.
- The BOS agreed to not take any action on this account i.e. to remain with prior action of removing \$5,000 from line 4324-330

Account 4312 Highways & Streets

- The BC will review this account before the public hearing. The Finance Officer expressed her concerns with the numbers and wanted to verify they were correct.

Chair Jarvis made a motion to approve Acct 4312 Highways & Streets in the revised amount of \$809,778 which reflects the most recent decreases to subaccount 115 and

the resulting other personnel related lines. Selectman Swenson seconded the motion. The vote was unanimous.

Account 4290-40 Forestry

- Subaccount 185 Fire Permit Issuance

Account 4220 Fire Department

- The Fire Chief told the BC that line 111 Administrative Responsibilities could be zero funded. After a brief discussion, the BOS agreed to not take any action on this account.

Selectman Kratovil made a motion to reappoint Fire Chief Peter Varney for another three years as the evaluation process has been completed. The motion died for lack of a second.

New Business

Merit Raises – The BOS set the date for merit raises for February 6th, 2014 at 9:00 AM.

Selectman Swenson distributed a first draft handout of BOS goals.

A raffle permit was submitted by Parks & Recreation for a raffle to be conducted on Friday January 17th at a benefit supper and dance being held for the family that lost their home due to a fire shortly after Christmas.

Chair Jarvis made a motion to approve the request for a raffle permit from New Durham Parks and Recreation for a raffle to be held on January 17th. Selectman Swenson seconded the motion. The vote was unanimous.

Review of the Draft Warrant – The BOS discussed doing a warrant call-in. Selectman Swenson offered to read the warrant. After a brief discussion the BOS agreed a Town wide call-in was a good idea. The TA will be checking with Channel 25 to get possible available dates. The BOS reviewed the draft warrant. The warrant will be finalized at the February 3rd meeting.

Revaluation – Assessor Robert Estey held an informational session for interested companies. The BOS reviewed a list of questions the companies need answered before placing their bids.

The BOS discussed the future purchases of laptop and desktop computers by the different departments. **Selectman Swenson made a motion that any purchases of any hardware and software in any town department from now and until further notice be approved through the Town Administrator and the Board of Selectman. Chair Jarvis seconded the motion with the understanding the Library is its own entity.** Discussion: Selectman Kratovil stated it should be added to the purchasing policy. Selectman Swenson stated that this action is because this is a transition situation relative to the server architect and that it is a temporary situation and not intended to be long term. Chair Jarvis also stated that it is not going to prohibit a department from purchasing hardware and software. **The vote was unanimous.**

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The BOS reviewed the Annual Report BOS letter and made edits.

Selectman Swenson made a motion to approve the Annual Report BOS letter as amended. Selectman Kratovil seconded the motion. The vote was unanimous.

Next Meeting

The next BOS Public Meeting will be on February 3rd, 2014 at 7:00 PM at the Town Hall.

Review of Minutes

The BOS postponed reviewing the minutes until the February 3rd meeting.

Chair Jarvis made a motion to adjourn. Selectman Swenson seconded the motion. The vote was unanimous.

The meeting was adjourned at 12:20 PM.

Respectfully Submitted

Laura Zuzgo

A video recording of this meeting is on file with the Office of the Town Clerk, is available for public viewing during normal business hours, and will be retained in accordance with the New Hampshire Municipal Records Board rules established under RSA 33-4:4, or for a minimum of 24 months.