

**BOARD OF SELECTMEN MEETING**

**JANUARY 22, 2008 – 7PM**

**1. Call to Order**

1.1. Chair Creighton Called the Meeting to order at 7:02 PM. Also present was Selectman Gould, Town Administrator Steve Fournier and members of the public. Selectman Salomon was absent.

**2. New Business**

2.1. Approval of Amended Conservation Easement Deed ó Jacqueline S. Cahill Revocable Trust

Town Administrator Fournier stated that this deed was already approved by the Board of Selectmen, and this is just an amended version that needs the Board of Selectmen's signature. The Board of Selectmen signed the document.

2.2. Signing of MS7-D (Default Budget)

Town Administrator Fournier presented the Default Budget for the Board of Selectmen's signature as it was previously approved. The Board of Selectmen signed the MS-7D.

2.3. Approval of Contributions and Withdrawals to Various Trust Funds

Town Administrator Fournier stated that the Town has approved a number of expenditures and contributions to various Trust Funds. He stated that while these were approved the transfers were not done. The contracted Finance Director Phil Munk reviewed the transfers and came up with the following list:

**Deposit to the Trust Fund:**

Action	Year	Amount
Contribution to the Accrued Benefits Capital Reserve Fund	FY05	\$6,553.00
Contribution to the Mosquito Control Capital Reserve Fund	FY03 ó FY06	\$235,000
Contribution to the Building Maintenance Capital Reserve Fund	FY06	\$125,000

**Withdrawal from Trust Funds:**

Withdrawal of duplicate payment from the Cable TV Capital Reserve Fund	2006	\$30,000
Withdrawal from Fire Dept. Equipment Fund for purchase of medical response vehicle	2004	\$112,000
Withdrawal from the Fire Department Equipment Fund for the purchase of a FD Tank Truck from the	2002	\$44,503
Expended from the Building Maintenance Expendable Trust Fund	FY05 ó FY07	\$99,137.31

ol Expendable Trust Fund	FY02-FY07	\$287,640
s Expendable Trust Fund	FY02-FY07	\$31,056.82

Town Administrator Fournier indicated that when all is said and done, the General Fund will see an additional \$237,784.13 added to the fund balance. Selectman Gould stated that this was just a housekeeping issue. Town Administrator Fournier stated that in the future this will be done in a timelier manner. **Motion by Selectman Gould to approve these transfers. Seconded by Chair Creighton. Motion passes 2-0.**

2.4. Approval of Equipment Purchase for Public Access Television Channel

Ms. Laurel Pohl of the Cable Advisory Committee presented the Board of Selectmen a project plan for the purchasing of equipment and materials for Channel 22. She stated that they have completed phase one which was to establish the initial station and a community bulletin board. Chair Creighton asked if the Town has had any live meetings to date. Ms. Pohl indicated that they have not. She introduced John S. who has joined the committee and was taping the meeting for broadcast. He reviewed his qualifications with the Board.

Ms. Pohl asked for additional funds to complete Phase 2 which would include emergency broadcasting, live broadcasts from the school and some additional equipment. Ms. Pohl asked for permission to purchase equipment. Selectman Gould asked if there was going to have an issue with the purchasing policy. Town Administrator Fournier stated no, and stated that if there were issues the Board of Selectmen could waive the policy. Chair Creighton asked how much was to be needed. Ms. Pohl reviewed the equipment and stated that the total would be \$38,000 which is available in the trust funds. Chair Creighton asked if the entire amount would be needed to tape the Deliberative Session. Ms. Pohl indicated that it would. Selectman Gould stated that while he supports this, he is concerned over a live broadcast of the Deliberative Session and if it could deter people from attending. Chair Creighton stated that while she understood Selectman Gould's feelings, she thinks that the information getting out by the live broadcast is very important. **Motion by Selectman Gould to authorize the purchase from the Town's Cable Capital Reserve fund for the equipment for the operations of the Cable Public Access Channel and subject to the Town's purchasing policy. Seconded by Chair Creighton. Motion carries 2-0.**

2.5. Approval of Warrant Article for 2008 Annual Town Meeting ó Establishing Former Dalton Tree Farm as a Town Forest

Mr. Chris Ganotis, Chair, Conservation Commission and Stan Knowles, Town Forrester reviewed a proposed warrant article to establish the former Dalton Tree Farm as a Town Forest. Mr. Ganotis indicated that the Town would have to vote to approve the changing to a Town Forest at Town Meeting and a forest management plan would have to be established. Oversight of the management of the forest would

Commission. Selectman Gould asked if changing the in violation of the deed. Mr. Ganotis indicated that it would not. Mr. Knowles stated that a timber harvest of the land is needed and that any funds from the harvest would go into the management of the forest. **Motion by Selectman Gould to approve the placement of the article on the Town Warrant. Seconded by Chair Creighton. Motion carries 2-0.**

Mr. Ganotis informed the Board of Selectmen that the Conservation Commission has begun discussions on Phase II of the Little River Salt Marsh Restoration. The Commission intend on improving the natural tidal flow of the salt marsh. **Motion by Selectman Gould to endorse the Little River Salt Marsh Restoration Project Phase II.**

Mr. Ganotis presented to the Board of Selectmen a copy of a wildlife survey created by the University of New Hampshire with funds from the Fuller Foundation.

2.6.

### 3. Old Business

3.1. Request for Proposal ó Legal Services ó No Action Taken

### 4. Town Administrator's Report

Town Administrator Fournier stated that HB1344 as introduced was in front of the House of Representative's Labor Committee was heard last week. He stated that as written, the bill would require binding arbitration between public employers and employees if the two cannot reach an agreement 30 days before the submission of the Town Budget. If this bill were to pass it takes both parties out of the negotiation process and allows a third party to come in make an educated guess as to what is best for both sides and impose their will upon the parties with their decisions. Those organizations that support this legislation feel that it will force the municipalities to get to the table and negotiate a deal, making the communities the bad guys blaming them for not negotiating. This is a two way street and employees may not always be willing to negotiate and with the communities. In addition, the arbitrator may determine that a deal lesser than what was being offered to the employees is what is in the best interest and they may end up worse off in the end. He stated that it takes the decision making process out of the hands of the taxpayer and employees. He stated that he attended a hearing last week to testify against it.

Town Administrator Fournier stated that with the increase in the number of snowstorms last month, he reviewed the Town's snow removal costs. He stated that the sand, salt and overtime lines are currently very healthy with all having over 70% remaining. The equipment repair line is not. He stated that a number of pieces of equipment were damaged during the storms and Public Works had to get them fixed. Currently, there is 27% remaining in this line.

presented the Board of Selectmen with a budget update. Presented, the Town has spent 48% of the General Fund Budget, and is 2% over where it should be. Most departments are okay few exceptions. Financial Administration has only 14% remaining in its budget due to costs for auditors. This should reduce the level of spending in this department. Cemetery Trustees have currently over expended their budget by 5%.

Town Administrator Fournier stated that the Board received four petitioned warrant articles by the deadline of January 8, 2008 for the 2008 Town Meeting Warrant. They are as follows:

- Allowing the Library to accept gifts of personal property
- Changing the Zoning Board of Adjustment from and Appointed to and Elected Board
- Establishing a Disability Exemption
- Requiring the Board of Selectmen to establish a Purchasing Policy

He informed the Board of Selectmen that they received a fifth article after the deadline asking for the resignation of Selectman Salomon and it would not be placed on the warrant. He stated that the purchasing policy article was reviewed by Counsel and is advisory only. Selectman Gould stated that the Town's current policy is more restrictive.

Town Administrator Fournier stated that they are soliciting proposals for cleaning services for the Town Offices and Police Station.

Town Administrator Fournier stated that he, the Code Enforcement Officer, and Highway Supervisor met and interviewed three engineering firms to coordinate the project. They have chosen a firm to recommend to the NH Department of Transportation and should have confirmation of their approval shortly.

He stated that a project that they are currently working on is to have town ledger's account number comply with general acceptable accounting practices and the Government Finance Officers Association standards. The Town has been attempting to comply for many years, but a number of issues have arisen as of late. For example, all employee salaries should be coded with an account number 100 (i.e. Town Administrator would be 110.) However this was not the case and some non-salary items (such as social service contributions) have been coded to wrong lines. This does not have an effect on the accounting of funds, but will make reporting much easier if we follow a general standard. He stated that also some positions will be reflected where they belong. Currently, the Planning and Zoning Administrator is charged to the Town Administrator's Office and not Planning and Zoning. He will be moving this to Planning and Zoning to better show the department's operating costs.

Town Administrator Fournier recommended that the Board of Selectmen consider reviewing Rules and Procedures for the Board of Selectmen since the meetings will be broadcasted.

5.1. Comments by Chair Creighton

Chair Creighton commented on the petitioned warrant article regarding Selectman Salomon. She stated that Mr. Salomon's most recent censure did not arise from his duties as a member of the Board of Selectmen. As such, the Board of Selectmen cannot compel his resignation and it is a decision that Mr. Salomon must make. She stated that the Board of Selectmen is committed to a course of conduct that is ethical, moral and fair in its exercise of its duties.

**6. Approval of Minutes**

6.1. Minutes of December 10, 2007

**Motion by Selectman Gould to approve as amended. Seconded by Chair Creighton. Motion carries 2-0**

**7. Adjournment**

**Motion by Selectman Gould to adjourn. Seconded by Chair Creighton. Motion carries 2-0.**

**Meeting adjourned at 8:31PM.**

**Respectfully Submitted,**

**Stephen R. Fournier**

**Town Administrator**