



Town of Plaistow ♦ Board of Selectmen
145 Main Street ♦ Plaistow ♦ NH ♦ 03865

SELECTMEN MEETING MINUTES

DATE: October 1, 2007

CALL TO ORDER: 6:40 pm

PRESENT: Michelle L. Curran, *Chairman*; Daniel J. Poliquin; John A. Sherman,

EXCUSED: Lawrence W. Gil, *Vice Chairman* & Charles L. Blinn, Jr.

MINUTES:

► Motion by J. Sherman and second by D. Poliquin to approve the minutes of September 24, 2007.

VOTE: 2-0-1 D. Poliquin abstains

PUBLIC COMMENT:

No members of the public wishing to speak.

BUDGETS:

Police Department:

J. Hoch states on the first line the permanent positions administration anticipating increase from \$241,367 to \$261,673, other than for the regular adjustments for wages that have occurred over the past year. There is also a part time help records clerk with an increase in hours to 25 hours that would increase it from \$4,244 to \$12,096. The intent is to be able to have a part-time records clerk that could manage records retention, storage requests, and various external reports as well as organizing the current records.

M. Curran asks is this a new position or increasing someone's hours, and would it have been a secretarial or dispatch responsibility?

Chief Savage replies it's a secretarial responsibility.

J. Sherman asks when you refer to records do you mean strictly paper records.

Chief Savage replies for the most part it is paper, we have been purging and we are anticipating changes in the records room. We should be able to purge at a much quicker rate and do things in terms of stream lining the system.

M. Curran states this position would not be eligible for benefits because it's less than 25 hours.

Chief Savage replies that is correct.

J. Hoch states the automation part of what we found by doing the assessment of all our records is that there is a significant amount of paper that we generate and I think a couple years ago we looked into an electronic solution that was too costly. So the problem we have is that the records are not frequently accessed so we are better off keeping them in paper format rather than scanning.

Chief Savage states what we've done is look at what the current staff is making full time and other secretarial positions as a reference. I think I've always thought about the archive piece first not the managing but since we've flipped that we've realized that I need to focus on the purging piece.

Chief Savage states for a couple years the archiving piece was always thought of first and the purging piece second but by purging and looking through records you can make an intelligent plan for what to keep and what system to use.

Sherman asks Jason does this rate fit in with our salary plan.

J. Hoch replies yes.

J. Sherman states we're planning on having the same person do this job with the increased hours. It's a pretty good rate increase of 11%. 336 hrs at \$12.63 going to 1,248 hrs.

J. Hoch states new item - software licensing for two mobile data terminals. Suggestion to get two mobile terminals out in the field to see what the value is to get information from our software and generate reports and have more information in the field and the anticipation is to complete work in the field rather than have to return to the office. Track the performance to see if it's worth the investment prior to purchasing more.

Chief Savage states we took advantage of a local grant. We will have most of the hardware given to us via federal grant.

J. Hoch states pre-employment screening training, CBA, education, and dues all remain unchanged. States new item would be dues for the Southern NH special operations unit.

M. Curran asks if the \$5,000 includes a full time officer.

J. Hoch replies that is correct and part of the true cost will be reflected in the officer's overtime entry.

J. Hoch states K-9 supplies, rentals & leases, postage, equipment repair, jail maintenance are unchanged. Offices supplies increased to \$7,500 due to printer maintenance and paper. Equipment maintenance is down slightly. Books and periodical increased from \$750 to \$1,000.

States equipment purchase increased from \$11,000 to \$38,100. Continuing along the plan to update software and hardware. We need to add capacity to the server, which is where the lion's share of that will go because we are running out of space.

J. Hoch states the next three new items are two wall-mounted radios. There are several places in the station where officers may not have a radio with them. These two locations would be the locker room and roll call room. Two rooms where officers would be coming on or leaving shifts and may not have a radio with them.

M. Curran asks don't the officers always have their radios on.

Chief Savage states they may not have one while changing and when they are in roll call. They don't have them on because it's difficult to have them on the frequency that's dedicated to Plaistow.

J. Hoch states next two items are camera recorder and radio recorder technology upgrades. The video information coming in is physical tape. Machine is between five and seven years old and this will replace that with digital storage on DVDs.

M. Curran asks is this for just the equipment or the cameras too.

Chief Savage replies cameras were replaced with a grant a few years back. The mechanism we use to record cellblock information or what ever is going on in the building is done by tape currently. The current tape machine is for calls.

J. Sherman asks what purpose we need to store the information.

Chief Savage replies anything that may require a court hearing, examples are an incident in a cellblock or a domestic call.

J. Sherman asks if we have ever had a problem with tapes in the past.

Chief Savage replies issues where tapes have broke or are unclear, conversations between prisoners that we have wanted to use but the tapes were unclear.

J. Hoch states the miscellaneous line and expense reimbursement is unchanged
States permanent positions line contract calls for 3.5 % increase this year. Saving will come from less senior employees. Part-time officers remained unchanged while overtime for officers increased to \$139,000 part of that being based on wage changes, training, court time and trying to pin down a more accurate number this year. Overtime has been an area of concern so note that the regular overtime was reduced 261 hours while court overtime has increased 156.5 hours, training overtime increased due to a series of training that we knew we had to have this year and juvenile overtime went from zero to 36 hours. So although the overtime has increased the department has kept a close eye on it.

Chief Savage states the board originally asked what the hidden costs with the special operations are so I checked with the unit responsible for the team and were able to track training on the range and backfill hours and call outs. The number was comprised of training on the ranges, backfill, courses and call outs and totaled approximately \$9,000

J. Sherman states so we are back filling at an overtime rate.

Chief Savage replies only if it's necessary.

J. Sherman asks how many incidents a year do they have?

Chief Savage states not a tremendous number about seven.

J. Sherman states his concern is that this is more like insurance.

Chief Savage replies it's the immediate availability of resources that we otherwise wouldn't have access to. Chief Savage states we served a search warrant where there were guns involved and the two ended up in jail because we had the resources to do it. But in hindsight it was a high-risk situation.

M. Curran asks about the services available whether we participate or not. The benefits of having one of our officers on it but we also talked about the cost we would incur if we needed it and were not on it. Would the insurance cover it?

J. Hoch states the insurance wouldn't cover us. Asks Chief for approximate number if we got people in outside this membership.

Chief Savage replies there was talk between \$3k and \$5k. For example we would have to call a team in if we weren't a member on a call out. If we call the state police there isn't that charge but the time frame is much longer to get them here in an emergency.

D. Poliquin states that's just in an emergency situation call. Otherwise we can preplan to be sure we are staffed with backup.

Chief Savage states the other important point is that they are staffed with a couple doctors involved in the medical aspects of the team and that's extremely important. The seacoast doesn't have that capability.

J. Hoch states uniform costs are decreasing from \$20,700 to \$20,300.

Chief Savage states there is an error and should be 3 soft body armors with 50% reimbursement.

J. Hoch states telephone and communications increased to \$12,720. States we did transition from cellular to cellular and data phones.

M. Curran asks what is the reason for the four cellular phones.

Chief Savage replies the reason for the four cellular phones is dispatch, K-9 officer because of call outs; detail sergeant has one for scheduling details. States the deputy, two detectives and myself require the cellular data phone due to the nature of our positions and the need to check emails.

M. Curran asks if we can get a better plan than \$100 a month.

Chief Savage states we have Sprint and Verizon is significantly more expensive than these. If we get service we may make a change in the future.

J. Hoch states gasoline estimating 14,000 gallons. Taking the same approach to ask departments for gallons and then once we get a cost, we can adjust the budget. States slight increase in vehicle maintenance budget and kept the vehicle repair unchanged.

D. Poliquin asks do you have garages to inspect the vehicles. Have you spoken with locals to see if there may be a change in the cost of sections?

H. Hoch states we'll check into that.

J. Hoch states capital equipment purchase - we will replace two vehicles. Replace one vehicle as we normally would. Instead of selling two vehicles we would only sell one and purchase a second vehicle that is entirely equipped.

M. Curran asks why we need the additional vehicles.

Chief Savage states we are looking to increase the marked cars by one because it will decrease the wear and tear on the cars and cut down on damage to the cars.

M. Curran states we have 11 vehicles two to three officers per shift so while they are there these cars sit at the station. I'm seeing only a couple officers on the road, why do we need a lot of vehicles.

Chief Savage replies if you go back to the station during the day you won't see many vehicles in the lot. The cars may be used for several details, training or court cases so the cars are constantly moving. By expanding the number of cars we can decrease the amount of officers per car and wear and tear on each. This way there may only be three officers per car rather than four.

Chief Savage states there might be only three people assigned to a particular vehicle as apposed to four. It allows us to expand the fleet. You'll see also in the up coming year a new plan that directly relates to staffing

J. Sherman asks how many marked cars do we have?

Chief Savage replies currently we have six.

J. Sherman states out of the eleven, six are marked. So now you would have twelve and seven would be marked.

Chief Savage replies we have the additional vehicle for the School Resource Officer (SRO). States as you are aware that's unmarked.

J. Hoch states the cost for the crossing guard at the elementary and middle school is reimbursed by the SAU. Dispatch changed from \$193,336 to \$198,424 which is the contractual rate of growth in wages. States looking for an increase for the part-time dispatch, of which part is in anticipation of staff replacement, and bringing on additional staff for that first wave of time covering trainings and shifts.

Chief Savage states went from five full time dispatchers and one part time dispatcher to five full time dispatchers. States one of the dispatchers moved over to a current vacancy so we have no part-time dispatchers currently - with one exception. States we are in the process of hiring a part-timer who will need to be trained.

J. Hoch states overtime kept at \$28,00 for dispatch. States uniforms for dispatch increased from \$3,275 to \$4,250, the increase in the full time stipend to \$400.

J. Sherman asks about the staffing plan Chief Savage referred to.

Chief Savage states we are going to be presenting that to the town manager on Wednesday. States I would hope the plan would help you folks hereafter with discussion purposes. It won't be a one-year plan but rather a three-year.

M. Curran states it won't have to be capped on this particular budget.

Chief Savage states one additional car and so forth. States but as far as cost for the officers, rollups or equipment, then it's either a thumbs up or thumbs down. If it's not successful at the town meeting it would have a negative impact here.

J. Sherman states this is a \$110,000 increase in this budget asks for any offsetting increase in revenue.

J. Hoch states we can look at a few of these revenues and you'll see a couple places where we weren't previously picking up but are now. States at the top of the page under the - from other government division, the dispatch contract goes from \$32,550 to \$34,729.

M. Curran asks is that for Atkinson and has it been re-negotiated.

J. Hoch states our agreement last year was a three-year contract based on 3% increase per year. The school crossing guard and revenues went up slightly in the budget. The actual revenues will be going up from what we received this year to what we can expect to receive next year. Under income department, we can pick up some police related revenues again. We have eyewitness fees more or less unchanged. Outside detail administrative reimbursement that we didn't carry budgeted last year. The administrative fee that we are charging for detail cover is designed to cover some of the use wear and tear of these vehicles. States court ordered restitution remains unchanged. There are a few additional items that aren't on this page of the revenue sheet like the victim witness advocate grant that actually will be going down. States that's a multi-year grant that we expect will decrease from \$39,000 to \$32,000. We talked about the soft body armor grant. That would be \$1,050. The agreement we have with Wal-Mart and BK North, which covers all the costs of an entry-level officer, wages, benefits and taxes will go up by the rate of growth we see there. So part of the wage number will be offset by growth there. Big picture is incremental growth in revenues. No big win fall within the police revenues.

Chief Savage states there are other items in there for example second hand deals, pawn brokers, parking violations, some of those smaller items remain unchanged from last year. So there are some other revenues in there that do come in to us.

J. Sherman states I was looking at increases in revenue to offset the \$110,000 increase in expenditures. Not total revenue but just the increase in revenue. Asks why we need light bars and switch panels when purchasing a new car.

J. Hoch states this is the difference between a replacement vehicle and a new vehicle. When we swap a vehicle out. There are pieces we can bring over. That's why they get swapped. When you purchase a new vehicle you have to buy from scratch, new radio, lights, panels, etc., I think generally the approach has been that not

knowing the condition, if it's feasible to transfer them, they are. The problem is you budget in the fall and you get the vehicle spring to summer and they are chewed up by salt and weather and are rarely transferable.

J. Sherman states I guess I'm trying to figure out how we are saving \$15k.

Chief Savage replies one of the vehicles is an unmarked car that we are purchasing. So there are certain features that are not required on a marked car

J. Sherman asks so it's cheaper to buy an unmarked car?

Chief Savage replies yes, because you don't need a radio or a radar unit.

J. Sherman asks are we out of the habit of transferring down the line as we get a new car. We used to swap equipment from one car to the next

Chief Savage replies no we will still do that if it's feasible. For example, if you have a safety seat and it's perfectly serviceable and it fits a Crown Victoria, then we will swap it out. There is really very little that we don't swap out if in good condition.

M. Curran asks Chief if there is one thing that you could cut out of the budget, what it would be.

Chief Savage responds I'm unsure, I guess I would have to think about it.

► Motion by J. Sherman and second by D. Poliquin to approve the police budget of \$1,647,872.

J. Sherman states discussion would be, he reserves the right to change his mind. States concern over increase and may have to establish some priorities against the choices. Having a hard time believing he's going to support all increases but would like to hear more information such as the staffing plan. Approximately a 7% increase in the budget with no corresponding offsetting revenue so I'm concerned about it's impact.

M. Curran states I agree with you John. I know you always come with what you need but I think I remember it being a 1% increase last year. I believe that was the number I heard being thrown out. Now, to see it jump so high again, it could just be one of those years. I would like you to come up with the solutions to adjust the budget rather than us hack away at it. Any more discussion?

M Curran states I'll call for a vote.

VOTE: 2-0-1 M. Curran votes no.

Animal Control:

J. Hoch states animal control increased from \$8,900 to \$9,900 and reflects an increase in hours as well as wage adjustment from the previous year. There was an adjustment because the wage went from the end of 2005 until September without being changed. There was no other performance update and Chief Savage, you added additional hours as well.

Chief Savage replies he added approximately 2 hours.

Chief Savage states we've been doing some significantly different things with our ACO than traditionally expected. For example, there is a certain amount of preventive patrol now. Our ACO is out very early in the morning and late in the afternoons and weekends. One of the things that really upset me was leash law violation and barking dogs, so we thought to modestly increase the number of hours would be appropriate. That's the difference and my personal opinion is that even the \$11,082 is low.

M. Curran states I know this is currently a part time position and the person responsible has another job during the day. Do we have two people doing this or do not have coverage during the regular business hours?

Chief Savage replies if a neighbor's dog has been barking for an hour or two it's a valid complaint.

J. Sherman states I was more interested in a noise ordinance in general. Asks do we have any noise ordinances for such things as loud motorcycles?

Chief Salvage replies yes, disorderly conduct. We have a criminal complaint. It's generally difficult from a recording point of view.

J. Sherman asks explain to me what the noise ordinance is or what can be done.

Chief Salvage replies the statute would be disorderly conduct violation punishable by only a fine at that time and the officer would testify in court and recommend a fine. Often times it ends up as a trial. It depends on what it is, or if it's a negotiable thing for us.

J. Sherman states let's pretend there is a loud motorcycle going by a house making a terrible racket, what should the home owner do?

Chief Savage replies call us and let us know, get a tag number or plate number, it might even be a neighbor or person you know. If the officer can stop him or check him we might need to call you to assist in identification.

J. Hoch states we now have uniforms, medical services, and wildlife control unchanged from this year's level. I would like to add tuition for base training courses. The chief has identified a course for the coming year.

Chief Savage replies it's a five-hour course and tuition is \$480.

J. Hoch states for gasoline we are estimating 350 gallons. We kept the supplies line unchanged and increased the maintenance and repair line to \$500. The equipment purchase line for used vehicle purchase is \$13,000. Equipment transfer and setup of approximately \$2,000. In late 2006 we started on more formally sharing the ACO vehicle and both depts. made a good faith effort to make it work but it's not an optimal situation for either dept. Particularly on the water line end of things and for animal control. There are times when both areas are in need of the equipment and it must be swapped back and forth regularly when it's being used for one or the other. It is not necessarily modular enough to keep all the equipment stored in the vehicle and still have the use of the vehicle. So what we looked at was advice from both depts. for feedback on what would be appropriate. The best info we have is that the existing truck is best suited for water department use. Some of the equipment they are carrying required the length of the truck. The length of the truck is less of an issue for animal control so a sport utility type truck made more sense for the animal control officer. So I'm suggesting putting the vehicle here to try and find something used that serves the purpose of animal control and returning that truck that's being shared wholly to water use. It doesn't necessarily have to be a truck but would need a storage area in the back to put animals in.

Chief Savage states the issue is road kill, which is very messy, and skunks. You might want a truck with a cap but keep the animals independent of the driver's area. We'll look at used vehicles while trying to find the optimal type of vehicle.

D. Poliquin states that the current truck is more suited for ACO than water line. Especially as we are expanding the water line and doing our own testing? Our equipment should be stored in the truck on a regular basis. Something more like a utility body. I think if we are going to purchase a new vehicle it should be for the water dept as opposed to ACO.

J. Hoch states that we are looking at a need over the next several years to get two vehicles. The question is which one to pursue first. The recommendation of keeping the current vehicle for water line came solely from the length of the bed vs. we could use something smaller for ACO because of some of the equipment that fits in the current truck. Ideally for the water line, we need something that has compartment storage on it. If we were to follow this strategy, we would be

looking to replace the waterline truck with something with compartments on it so they can carry thing. Fire Chief suggested if we could get our hands on an old Verizon truck. You're right this is purely the size of the vehicle.

D. Poliquin states the size of the truck to utilize it is more suited for daily patrols. You can put kennels, road kill from squirrels to a deer and they will all fit in the back of the truck while some of the equipment waterline is using doesn't even fit in the back of the truck because the bed is too short. That's the only problem I have with the budget at this point.

J Sherman states so you think we should keep the truck for animal control and get a new truck for the water dept?

D. Poliquin states yes that would make sense at this point. Again it came to the length of the bed and that we could get a smaller vehicle for ACO. I certainly agree that this is not an optimal truck for the water department either. Let's look at the smaller vehicle and get the smaller first. But if the preference here is to go back regroup and say keep this one for ACO and find a more appropriate water truck I'm not opposed.

D. Poliquin states I think for the amount of money you're talking about spending we can go either way.

Chief Savage states whatever you folks think is the best idea is fine with me.

M. Curran states I think that if the water line is the one that needs the more structured size and capacity and the ACO is happy with what he has now. It's a used vehicle we get a few more years out of it and then it might be time to turn another vehicle over like we have in the past.

J. Hoch states the last line is a provision for mileage reimbursement. Because of the shared vehicles might include using shared vehicles but the line above, having a dedicated vehicle would eliminate that need.

► Motion by J. Sherman and second by D. Poliquin to approve the animal control budget of \$30,392.

VOTE: 2-1-0 M. Curran votes no.

Human Services:

J. Hoch states family mediation unchanged; Rockingham VNA Hospice unchanged; CAP looking for increase of \$500 for fuel assistance; sexual assault support and crises pregnancy center both unchanged; Safeplace increase \$3k to \$3,300; Seacoast child advocacy unchanged at \$1k; Center for life unchanged; Sad café unchanged; RSVP increase \$800 to \$850; Greater Salem Care Giver unchanged; Hearing Center unchanged; Cart \$6,700 to \$9,700; Community Health Services decrease \$3,500 to \$2,500; New request for meals on wheels for \$2,000.

M. Curran asks has CART provided any updates this year.

J. Hoch states within their application, they have provided an update on service numbers. What they have not provided is quarterly numbers. The board was going to review those.

M. Curran states yes, but one other thing was to see how many calls were received and how many were turned away. I know there was a lengthy discussion and they seemed eager and haven't sent us any bills but I'm hesitant to add \$3,000 to the budget when I guess it's a good and bad thing because they haven't invoiced us but in my opinion they could validate if they spent the money we gave them last year which I believe was \$6500. Having not seen that or the numbers we have asked to be documented with the background of the call center, which we requested as well. Other than this report we just received and one or two other updates we are lacking information and that concerns me.

J. Hoch states couple things, they are looking into hiring a director. For the period they are reporting they provided 1,023 rides and those numbers appear to be going up across the system. They provided us 101 rides from 10-06 to 08/07, which is 1% of their service while our share of funding is 6.1%.

M. Curran states last year this was not a for profit organization. Is that still the case?

J. Hoch states our understanding is that it is happening in the summer.

M. Curran states have they received their non-profit number yet?

N. Carr states I'm not sure but will research it.

J. Sherman states what I was doing is reducing the **CART** amount by \$3,000 primarily because I find it hard to support that increase without documentation and reducing the last article for the meals on wheels program by \$2,000 because I believe we need more information.

M. Curran asks what about the community health services.

J. Sherman replies I'm reducing it by \$5,000.

► Motion by J. Sherman and second by D. Poliquin to approve the human services sponsored agency budget of \$73,341.
VOTE: 2-1-0 M. Curran votes no.

M. Curran state we are passing to get to the budget committee but we can re-visit anytime for any reason.

J. Hoch states welfare administration budget. Mileage and expense reimbursement is increased by \$150.

► Motion by J. Sherman and second by D. Poliquin to approve the human services administration budget of \$850.
VOTE: 3-0-0

M. Curran states next is welfare direct assistance.

J. Hoch states this includes a variety of assistance, Electric increased due to the rising cost in heating fuel so they ran electric space heaters all fall and winter and ran up huge electric bills. States heating bills still increased as wells. Medical, Miscellaneous assistance and funeral assistance remained unchanged.

► Motion by J. Sherman and second by D. Poliquin to approve the human services general assistance budget of \$58,134.
VOTE: 3-0-0

CORRESPONDENCE:

J. Hoch states he passed along a letter from Attorney Sumner Kalman with the court assessment of land use change taxes, reiterates some of the timing issues for charging the tax and future trends for allowing a lot by lot basis of assessing such taxes as long as the balance of land by current use. Mainly shared this information with assessing planning and conversation. At some point if somebody takes some additional land out of current use to subdivide, it's good for us to know. This is more or less background information at this point.

CABLE:

J. Hoch states Bob has provided some information about Cable Studio current programming obstacles with relocating. The main issue with relocating the studio is to consider where we want to put it because there is a significant cost to re-wire into the Comcast network. Not to say we shouldn't be looking optimistically about when we find the right place where it can be held for five to ten years.

J. Sherman asks what is the current situation with cable contract.

J. Hoch replies it's still an open issue and we need to reschedule meetings.

J. Sherman asks when does that contract run out.

J. Hoch replies next summer I believe.

J. Sherman states the other issue is the playback.

J. Hoch replies that's what the new equipment update for the studio is intended to correct.

M. Curran states there appears to be a string of unfortunate equipment choices being made both in this building and at the studio and I know Bob's tried to patch things together to provide more functionality in lieu of getting equipment replaced faster. So if we swap out the old for new equipment this should be the end of it.

J. Sherman states he agrees if they receive new equipment this will be the end of the discussion.

J. Hoch states last Friday Buzzy and I met with Laurie Shackman of the cable committee and she discussed a regrouping committee providing additional guidance for development of the new system. Right now she and Madeline Marcott are the remaining members of the committee. She has requested that she and Maddie be appointed as co-chairs of the committee. Their intent is to grow the committee back and make it viable again, providing us with updates on progress of the committee.

J. Sherman states that would be great, we don't need to appoint them as co-chairs they should be able to organize and run the committee. J. Sherman states to let them know they have our support.

WAGE PLAN:

J. Hoch States I do have a summary for the first part of the wage plan. States since we have no meeting next week, please review and if you have any questions pass them along to me. I have voluminous spreadsheets filled with data but I tried to only provide the summaries and methodology but I can give you the details if need be. States the other section is the data driving this, based on comparable communities. The chart itself may not recognize the individual that in the position today or their performance but rather the bands we need to be considering. States also understand that when we slot people into bands, some are well placed while others are not. That's part two of the discussion.

ZBA:

J. Hoch states last week we discussed Michelle was going to be unavailable for the planning board this week and Larry wasn't sure. I saw Larry today and he is available. States Zoning board of adjustment heard our appeal on the elderly housing case Thursday night and the zoning board decided unanimously in our favor. States now there is a 30-day appeal.

M. Curran states we have 30 days and you'll get us and the board of selectmen an outline so we know exactly what it means when you break it down. States there were a couple different variations that play out and it we need to understand the process,

J. Hoch states yes we can put it together.

ASSESSING CONTRACT:

J. Hoch states I provided a memo to you based on the last meeting regarding assessing contracts.

M. Curran states yes and we did decide that we would have a vote. Danny you were not here for the last presentation but it was Corcoran Associates. You are familiar with them from the last couple years.

J. Hoch states I have worked with three different assessing firms so I've seen the good, bad and ugly along the way. The things that were particularly interesting to me were issues of software conversion, the statistical performance, professional experience throughout the organization, and the quality of information received. I like the end user experience with Division Software. I'm really nervous about getting from here to there with upgrading our software. There's no easy answer and it's a high-risk proposition. The statistical performance has been particularly strong here and my sense looking at it from the outside, I was real impressed with their commitment. The levels of professional

experience throughout the organization is really key. In terms of quality information received, I've worked over the details Marybeth has given me over the past fourteen months and their information has been well detailed. Overall I don't see any of the three being a bad choice however, I would recommend continuing with Cockeran.

D Poliquin states that Cross Country was here to continue with the re-assessments but it's not reflected in his price.

► Motion by J. Sherman and second by M. Curran to direct the Town Manager to sign a one-year contract with Corcoran Associates for Assessing Services.

M. Curran states that putting this contract out to bid and interviewing all the applicants was an important process.

J. Sherman asks about the hardware and software upgrade.

J. Hoch states that he will be meeting with the Assessing Department on Thursday to discuss these issues.

VOTE: 2-1-0 D. Poliquin votes no.

M. Curran states they will have a new contract drafted up.

J. Hoch states I'll get a draft and I would like to ask with the draft that we get the option for 2009 and 2010, subject to the boards review so we can lock in a price commitment.

M. Curran states all members agree.

BIRCH STREET:

J. Hoch states the septic easement on Birch Street is not coming back before the board because it requires variance ZBA because it doesn't meet the wetland set backs. No meeting on Monday because of the holiday. The next phase in needs assessment, interviews are on Thursday consultants meeting with conservation assessing tax and planning building departments.

SELECTMEN REPORTS:

J. Sherman states budget committee had their first meeting last week. States there are openings on the budget committee so if anyone is interested they should contact the town manager. I certainly hope people will volunteer and get involved. There are 3 openings and Ron Yeager is resigning. We would like to have more people on the budget committee so that the decision-making is not decided by only a few. States CIP is meeting Thursday night and hopefully that will finalize the CIP committee.

D. Poliquin states I was out of town this week so I had no meetings. The one meeting I did miss on the budget, I hope to have the report on the budget put in the following week's folder.

M. Curran states next Monday is Columbus Day so the town hall will be closed and there will be no board selectmen's meeting. Landfill is open this Wednesday evening from 4pm until 8pm and fall clean up is the week of the 15th through the 19th. Saturday the 20th is Household Hazardous Waste Day. I had no meetings attended last week and Larry Gil will be filling in for me this Wednesday.

J. Sherman states he was at the ZBA meeting that came up earlier asks if there was anyway we can get the construction schedule for route 125 on our web page. It's worthwhile for people to see what sections are going to be worked on over the next year so they can avoid traffic.

J. Hoch states after we get through what's out there now, the next stage will be way up at the Kingston end and then the following stages aren't until 2012 to 2015.

M. Curran states Jason also has copies available.

ADJOURNEMENT:

M. Curran states meeting adjourned at 8:55pm.

Respectfully submitted by,
Karen Iacozzi
Recording Secretary