

Selectmen's Work Session & Non-Public Session
Monday, June 17, 2019

The following meeting was held in the upstairs conference room at Town Hall. Present were Selectmen Sandra Martin, Martha Eldridge, and Susan Simpson, and Ellen White, Town Administrator, who recorded the minutes.

Chairman Martin called the work session to order at 3:00 PM.

Review of Red Folders, Accounts Payable and Payroll Manifests:

The Accounts Payable & Payroll Manifest, Red Folder, and Water & Sewer Red Folder were reviewed.

Discussion:

White reviewed the 2018 draft audit with Board acknowledging the Unreserved Fund Balance (Surplus) to be \$1.3 million at the close of the year.

Two separate requests were presented to the Board requesting the penalty assessment be waived on late dog licensing. The Board discussed the requests and reviewed the correspondence trail. No further action will be taken at this time.

Discussion took place on holding bi-monthly meetings. Simpson spoke against this due to the amount of Monday holidays that already take place throughout the year, as well as the hindrance it would create to anyone wanting to present public input on matters as they come up. Eldridge stated that she was also not in favor since the Board of Selectmen was just granted an increase in salary at Town Meeting this year.

White was asked to look into a public safety concern at a bank foreclosure property on Moultonville Road.

White informed the Board that the final Request for Proposals for ambulance service has been solicited. In a conversation she had with Rick Morgan earlier today, they discussed having any other details the Board would be looking for to be incorporated directly into the ambulance contract.

White informed the Board of two small claims filings that have been submitted; one for past due fees at the Transfer Station, and one for a taxpayer that cashed a stale/voided check and was overpaid. Attempts to collect on both have been unsuccessful.

White informed the Board that the sale of the Sumner Brook property closed last Tuesday and the sale proceeds were deposited on Friday.

The cable franchise negotiations were discussed. White stated that the plan is to possibly surrender all or a portion of the cable franchise fees received by the town to be used toward expanding cable service in the areas of town that may not meet density requirements. Discussion took place on the cost of telephone, internet and television services in town.

White informed the Board that internet has been activated at the Transfer Station so the timeclock system can be put in place. The telephone plan that was in place was outdated and she was able to add the internet service to the plan for the same price that has been paid there for telephone service alone.

Discussion took place on requests made for the Laborer to cover at the Transfer Station, several dates have been requested primarily Friday-Monday. White expressed concern received from Steve McConarty, Zoning Enforcement Officer, that the Laborer's regular responsibilities would be affected by having to cover the

dates as requested. General consensus was that the position is expected to cover short-staffing due to unforeseen absences that would leave less than the minimum staff at the Transfer Station. Eldridge questioned when Transfer Station employees were able to take time off during the summer as it was not allowed in the past due to the increased intake in warmer season.

Discussion took place on the change to earned time from vacation, personal, and sick time accrual.

Non-Public Session:

Martin polled the Board for a non-public session under RSA 91-A:3, II (c) for a tax matter, and RSA 91-A:3, II (a) for a personnel matter at 3:45 PM. Roll call vote was taken. Martin answered yes, Eldridge answered yes, and Simpson answered yes. Martin made a motion to adjourn the non-public session at 4:10 PM. Eldridge seconded. A unanimous vote was taken.

The Work Session reconvened at 4:10 PM.

Being no further input, the work session adjourned. Adjourned at 4:10 PM.

Sandra P. Martin, Chairman

Martha B. Eldridge

Susan J. Simpson

To be approved 6/24/2019