

Selectmen's Work Session

Monday, October 16, 2023

The following meeting was held upstairs at Town Hall. Present were Selectmen Susan Simpson, Martha Eldridge and Jonathan Smith. Town Administrator Matt Sawyer Jr was present and recorded the minutes.

Chairman Smith called the meeting to order at 3:00 PM

Discussion:

Smith motioned to enter a nonpublic session per RSA 91-A:3, II(a). Simpson seconded and a roll call vote was taken at 3:01 PM:

Martha – YES

Sue – YES

Jonathan – YES

At 3:18 PM Smith motioned to re-enter the public meeting. Simpson seconded and the motion passed 3-0. Smith motioned to seal the nonpublic session minutes. Eldridge seconded and the motion passed 3-0.

Town Clerk/Tax Collector Kellie Skehan presented the TC/TC budget sheet for 2024. There was a brief discussion. Skehan then presented the Election Department budget sheet. There was some discussion regarding the postage machine. Kellie said that her machine with folds, stuffs and seals envelopes is not working and out of the service contract. Sawyer said he thought they could afford new machines in the Selectmen's Office budget. Smith motioned to approve a 60-month lease with Quadient for new postage and folder/sorter machines at \$614.33 per month. Eldridge seconded and the motioned passed 3-0.

Kellie presented the Registration budget and noted that she hadn't recalled doing that sheet in past years. Sawyer confirmed that he had prepared it with a flat budget last year. Smith motioned to approve the Town Clerk/Tax Collector budget of \$384,725. Eldridge seconded and the motion passed 3-0.

Smith motioned to approve the Elections budget of \$21,600. Eldridge seconded and the motion passed 3-0.

Smith motioned to approve the (voter) Registration budget of \$7,100. Simpson seconded and the motion passed 3-0.

Sawyer presented the Board of Selectmen budget sheet and explained that he had adjusted the stipend by 5% consistent with other elected officials. Smith motioned to approve the budget of \$20,840. Eldridge seconded and the motioned passed 3-0.

Sawyer presented the Legal budget at \$75,000 and explained that due to all the Health and Zoning enforcement actions, the legal expenses have far exceeded the budget for 2023 and that they expect it to continue in 2024. Smith motioned to approve the Legal budget sheet at \$75,000. Eldridge seconded and the motion passed 3-0.

Smith presented the Patriotic Purposes budget sheet with \$14,000 as the total. There was a brief discussion regarding the fireworks which are now paid for out of this budget. Smith motioned to approve the budget at \$14,000. Simpson seconded and the motion passed 3-0.

Smith presented the Treasury Department budget sheet with a request of \$8,395. Sawyer noted the 5% increase on the stipend. Smith motioned to approve the budget of \$8,395. Eldridge seconded the motion passed 3-0.

Smith presented the Welfare Department budget sheet and motioned to approve the flat budget of \$39,450. Eldridge seconded, and the motioned passed 3-0.

Smith presented a Budget Process Policy and recommended the Board pass it to improve clarity and accountability in the process. Simpson and Eldridge said they already reviewed it and had no issues with it. Smith motioned to approve the policy. Eldridge seconded and the vote passed 3-0.

Smith presented a document for the Community Choice Aggregation program from Colonial Power. Smith motioned to approve the preliminary plan. Eldridge seconded and the motion passed 3-0.

Smith presented a grant application from the NH Department of Safety for specialized police details. Smith motioned to approve the application for DUI, distracted driving and speed enforcement in the amount of \$13,000. Eldridge seconded and the vote passed 3-0.

Being no further input, Smith motioned to recess until 4:15 PM. Simpson seconded and the motion passed 3-0. The session recessed at 3:38 PM.

Jonathan H. Smith, Chairman

Susan J. Simpson, Selectman

Martha B. Eldridge, Selectman