

## Selectman's Meeting – July 17, 2012

Present were Selectmen Deborah J Davis, Nancy L Carlson and Kenneth P Colby, Jr. Also present was new Town Administrator Shane O'Keefe and outgoing interim Town Administrator Richard Busick. Chairman Davis called the meeting to order at 6:13.

**Financial Matters.** Selectmen reviewed and approved accounts payable and payroll manifests.

**Carpenter Home renovations.** Busick reported that \$8,753 of Carpenter Home Expendable Trust funds have been spent on the addition to the Home. Costs increased with the addition of panic hardware and a Fire Department-required fire-rated door, Busick said. The Board originally authorized expenditure of up to \$9,000; authorization of up to an additional \$2,000 (for a total project cost of up to \$11,000) is requested to complete the project. **Motion** by Colby to authorize the expenditure of up to \$2,000 of Carpenter Home Expendable Trust funds to complete the project. Second by Carlson. All in favor.

**Carpenter Home forestry plan.** Those present reviewed the Bay State Forestry Services plan prepared for the Carpenter Home, seeking to determine the level of completion of recommended actions and to determine recommendations for the next phase of harvesting. Selectmen reported that abutter Gerry Bell offers an easement to allow crossing of his property for the purpose of harvesting timber on the Carpenter Home land; Bell suggests the Town engage the logger who currently is harvesting Bell's property, as he already is in the area. Selectmen asked O'Keefe to contact Bay State Forestry Services requesting their recommendation. Selectmen also discussed the possible cost of using other access.

**Licensing inspection of Carpenter Home.** In response to questions from Selectmen, Busick reported that a recent licensing inspection identified two deficiencies. Busick said that Administrator Rice has taken corrective action, noting that construction had disrupted the office, making it difficult to locate the necessary documentation at the time of inspection. Rice reports that required records are on site, Busick said.

**Recognition of departing solid waste processing facility manager.** Those present discussed the impending retirement of manager Dave Krisch, suggesting as a send-off a Town employee picnic to be held at the Carpenter Home on August 3.

### **Non-public session I -- RSA 91-A:3IIb, hiring.**

Selectmen voted unanimously by roll call to go into non-public session pursuant to RSA 91-A:3IIb at 6:39 p.m. to discuss hiring. Present were Selectmen Deborah J Davis, Nancy L Carlson and Kenneth P Colby, Jr. Also present was Town Administrator Shane O'Keefe and interim Town Administrator Richard Busick. Steve Stewart was present from 6:56 until 7:14.

Selectmen came out of non-public session at 7:14 p.m., voting to seal minutes until resolution of the matter.

**Motion** by Carlson to authorize O'Keefe to sign, on behalf of the Selectmen, temporary, two-week PAFs for the Solid Waste Processing Assistant Manager. Second by Colby. All in favor.

### **Non-public session II -- RSA 91-A:3IIa, dismissal, promotion, compensation.**

Selectmen voted unanimously by roll call to go into non-public session pursuant to RSA 91-A:3IIa at 7:16 p.m. to discuss employee matters. Present were Selectmen, Town Administrator Shane O'Keefe and interim Town Administrator Richard Busick.

Selectmen came out of non-public session at 7:24 p.m., voting to seal minutes until resolution of the matter.

**Non-public session III -- RSA 91-A:3IIa, dismissal, promotion, compensation.**

Selectmen voted unanimously by roll call to go into non-public session pursuant to RSA 91-A:3IIa at 7:24 p.m. to discuss employee matters. Present were Selectmen, Town Administrator Shane O'Keefe and interim Town Administrator Richard Busick.

Selectmen came out of non-public session at 7:27 p.m., voting to seal minutes until resolution of the matter.

**Non-public session IV -- RSA 91-A:3IIa, dismissal, promotion, compensation.**

Selectmen voted unanimously by roll call to go into non-public session pursuant to RSA 91-A:3IIa at 7:27 p.m. to discuss employee matters. Present were Selectmen, Town Administrator Shane O'Keefe and interim Town Administrator Richard Busick.

Selectmen came out of non-public session at 8:05 p.m., voting to seal minutes until resolution of the matter.

**Town administrator transition.** Selectmen, O'Keefe and Busick discussed the end of Busick's tenure. Selectmen authorized Busick to continue assisting O'Keefe during his transition full-time until the end of the week of July 16, with the possibility of continuing part-time as needed for a longer period. Davis recommended re-evaluation at week's end.

**Consent Agenda. Motion** by Carlson to approve the consent agenda. Second by Colby. All in favor.

1. Signature of abatement decision letter, Tax Map 32 Lot 2-1

**Consideration of Minutes of Selectmen's Meetings of June 26, 2012 and July 10, 2012.**

**Motion** by Carlson to approve the minutes of the June 26 meeting, including non-public sessions, and the minutes of the July 10 meeting, including non-public sessions. Second by Colby. All in favor.

**Adjournment.** Motion by Colby at 8:18 p.m. to adjourn the meeting. Second by Carlson. All in favor.

Submitted by  
Victoria Reck Barlow  
Recording Secretary