

Selectmen's Meeting – January 24, 2012

Present were Selectmen Bruce L. Tatro, Deborah J. Davis and Nancy L. Carlson. Also present was Town Administrator Elizabeth A. Fox.

Chairman Tatro called the meeting to order at 6:15 p.m.

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

Enforcement. Selectman Carlson reported that no action had been taken by the property owner in response to Selectmen's letter asking for clean up of 55 Denman Thompson Hwy.

Stone wall – Simeneau Lane to Mt. Caesar Cemetery entrance. Selectmen met with Jim McQuirk who had provided a quote to R. Schnyer to re-fit the top of the stone wall abutting the Potash Bowl. He advised he had examined the wall further and felt more extensive work was needed. While re-laying the top course would be pretty simple, it really requires straightening and to do so should either be relayed on top of clean material (requiring excavation of the current location) or re-location on to clean material. Removal of stumps adjacent to the wall in some locations may also be prudent. He suggested that relocation 12-18" toward the sidewalk might be a cost effective way to put clean drainable material at the wall's base. The wall would then be disassembled and rebuilt in the new location. Selectmen requested he provide some additional detail on the proposed work and a revised quote.

VY Quarterly Meeting. Selectmen were advised that the quarterly meeting of EM folks is scheduled to be conducted in Swanzey in April and that EMD Bohannon would be inviting members to attend.

Carpenter Home Special Revenue Fund – Report of Operational Costs and Related Revenue 2011. Selectmen were provided with an unaudited summary report of the 2011 operation which resulted in a net gain of approximately \$6,300.

Recommended Budget, Default Budget and Town Meeting Warrant. Selectmen executed the MS6, Default Budget Forms and Town Meeting Warrant.

Fire Dept. Cascade System. Selectmen reviewed final expenditure reports for the 2011 budget year for the fire department noting an unexpended balance of a little more than \$20,000 based on invoices received and processed by Finance through 1/24/2012 attributable to budget 2011. Selectmen reviewed the updated quote solicited by Skantze from High Pressure Systems dated 12/9/2011 detailing work to test the storage bottles on each truck, build new cascade panels for each, install new regulators and make other upgrades to the system totaling \$15,145. Selectmen queried why 3 SCBA to SCUBA adaptors were required and whether inclusion of the ability to fill SCUBA tanks resulted in any additional requirements or responsibilities being placed upon the town determining feedback from Skantze was required. Selectmen authorized funding from Budget 2011 (FD Tools and Equipment line item) the work detailed High Pressure System's December 9th bid at price not to exceed \$15,145.

Survey Work at Richardson Park, Upper and Lower Wilson Pond Dam and work to date by Dubois & King aimed at fulfilling the requirements of the NHDES order pertaining to the dams. Selectmen reviewed the status of expenditures from the 2011 budget and authorized funding expenses incurred through the 2011 operating budget v. reserve funds or FEMA funds carried forward.

Carpenter Home – Construction of additional room. Selectmen were advised that approval to proceed has been received from DHHS to modify a portion of the living room of the former apartment

area to an additional room. Preliminary cost estimates for materials and subcontractors (developed when the project was proposed in April of 2011) were reviewed. Fox advised that staff would be working to update those cost estimates and provide information related to the anticipated effort (labor) needed if work was done by town forces. When that updated and additional information is complete, it will be presented for approval so Selectmen may consider funding.

Carpenter Home – Refrigerator. Selectmen authorized expenditure of up to \$1,400 to replace the refrigerator in the kitchen at the home. Its purchase will be funded through the operating budget.

Policy - Use of Town Vehicles. Selectmen reviewed the updated draft resulting from their last meeting. Fox advised she would be distributing it to department heads for feedback with a goal of placing it on the board's February 14 agenda.

Policy – Fund Balance. Fox distributed to Selectmen, for discussion at their January 31 meeting, an updated Fund Balance policy aimed a meeting the requirements of GASB #54.

DPW Loader. Fox advised that Dunham would be reporting to the board at an upcoming meeting the results of his investigation into replacement of the town's loader.

Abatements 2009. Selectmen reviewed feedback resulting from the property inspections authorizing Fox to contact owners to see whether appeals could be resolved considering inspection information.

Non-public session – RSA 91-A:3IIb, Hiring Police Department. Selectmen voted unanimously by roll call to go into non-public session at 7:50 p.m. Selectmen came out of non-public session at 8:00 p.m. voting to seal the minutes of the session until conditions associated with the offer of employment authorized are satisfied.

Elderly Deferral – 4-13 Denman Thompson Highway. Fox reviewed with Selectmen the status of the deferral and current home owner resulting in Selectmen deciding to defer conversion of the deferments to current taxes.

Minutes of Selectmen's Meeting of January 17, 2012. Selectmen approved the public session minutes of their meeting of January 17, 2012 correcting a typographical error in the recording of board action regarding purchase of electricity to read "Selectmen approved and authorized Fox to execute necessary documents to secure the offered rate."

Consent Agenda. Selectmen voted to approve the following consent agenda items:

- Abatement #2012-1, Lane Construction.
- Confirmation – R. Dell'Erba, alternate member to the Conservation Commission .
- Land Use Change Tax Warrant \$66.45.
- Intent to Cut, Tax Map 74 Lot 18.

Meeting adjourned at 8:05 p.m.

Submitted by,

Elizabeth A. Fox
Town Administrator