

Board of Selectmen  
Minutes March 20, 2018

Convened at 6:00 pm

Present: Robert Mantegari, Chair  
Andrew Artimovich  
David Menter  
William Faria  
Phyllis Thompson

Menter convened the meeting at 6:00pm as vice chair. Thompson made a motion, 2<sup>nd</sup> by Artimovich to nominate Mantegari as chair person. All were in favor.

Mantegari made a motion, 2<sup>nd</sup> by Menter to nominate Artimovich as vice chair. All were in favor.

The Board met and reviewed payroll, accounts payable and signed the register. The Selectmen reviewed and signed the recreation register.

There was 20 hours of overtime for fire and 39 for highway (snow).

Joyce Gallant was in to present the weekly Treasurer's report. Please see last page to view report.

Kip Kaiser, Building Inspector, had the following permits to be signed this week:

- Brittany Scanlon, 78 North Road, rehab interior, electrical and plumbing permits: signed by Board
- Lucas Adams, 13 Northrup Drive, deck: signed by Board
- Rivers Edge, 6 Wilson Way, finish basement: signed by Board
- Rivers Edge, 9 Wilson Way, new dwelling: signed by Board
- Rivers Edge, 10 Wilson Way, new dwelling: signed by Board
- Mary Clancey, 319 South Road, electrical permit: signed by Board
- Emily Schmalzer, 336 Middle Road, electrical permit: signed by Board.

There was some water damage at the BRC which was discovered on Election Day. Jackson was out on Saturday and injected and sealed the cracks. Kaiser said it feels dry to the touch. Kaiser has also been in contact with Mr. Leonard to obtain an estimate to repair the drywall, moisture barriers, and insulation. Mantegari made a motion, 2<sup>nd</sup> by Thompson to expend up to \$1000 out of the CRF for building maintenance to cover the cost of repairs. All were in favor.

Rebecca Dunham and Frank Northrup were present to follow up on repairs needed at the Grange Hall. Northrup met with Chief Campbell and the Chief would like to see a set of plans. Northrup said he knows the doorways need to be widened, egress improved, emergency lights, etc. but was looking for some direction as to the engineering. Kaiser would recommend contacting SFC Engineering as the Planning Board's fire protection consultant. He thought we could start there with some rough plans and a direction before moving forward with architectural plans. Kaiser will follow up with SFC to see what information they will need to get started.

Artimovich made a motion, 2<sup>nd</sup> by Menter to approve the minutes of 03/13/2018 as written. The motion carried with Faria and Thompson abstaining as they were not present.

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Chief Arcieri presented the board with amended by-laws for New England Dragway. The board will discuss this further next week.

Sgt. Wood has transitioned to the evening supervisor. Arcieri said that is working out well. She is looking to move towards an online scheduling program to be able to maintain a real time record of any changes. The cost is \$200 annually and will be paid out the equipment line.

Arcieri said Captain Roy is finishing up a PowerPoint presentation and then they will be ready to get going with the Police Exploration Committee for a police station.

The investigative position is currently budgeted at 24 hours per week. Arcieri would like to increase that to no more than 32 hours per week on an as needed basis. The board agreed that was acceptable providing the employee does not exceed 32 hours in any pay period and that the police department stay within their bottom line.

Swasey Central School is ramping up their security and are working with Arcieri on implementing an operation plan.

Coffee with the Chief will be at the BRC 4/20 from 9-11am. This will be a public outreach event for residents or board members to stop in and speak with Chief Arcieri.

Arcieri's first Rockingham County Chief's meeting is coming up. Officer Abele is online and certified with K9, Dax.

Laurie Gagnon was present to discuss appropriating funds to Haven. The warrant was written to appropriate the funds to New Heights while the title for the same article said Haven. Department of Revenue Services said if passed at town meeting, they would disallow the warrant article as the name of the organization cannot be amended as that changes the intent of the article. Town counsel said that because the town's practice has been to place these regional associations on the warrant for 3 years and then move those to the operating budget in year 4, that he would advise against paying this out of the operating budget as the appropriation would not be duly noticed for the 2018 budget. Gagnon asked what this meant in terms of appearing at town meeting again. Menter suggested one more year on the warrant and then moved into the operating budget if passed. Several comments from the public were received that while they support various associations, they as taxpayers, would like to see the total amount of donations capped and a not to exceed budget set. With several new associations requesting funds this year, they felt that it was getting out of hand.

Artimovich suggested waiting to see where the operating budget stands at the end of the year to see if funds are available to make the donation. Mantegari said the board should discuss the way future vendor payments to these associations are handled during the 2019 budget process.

Artimovich made a motion, 2<sup>nd</sup> by Faria to designate selectmen's representative to the following boards:

- Budget committee - Mantegari
- Conservation commission - Thompson
- School Board - Faria
- ZBA - Artimovich
- Planning Board – Menter.

All were in favor.

Clement asked the board if they wanted to begin spring and summer meeting Schedule 4/3. The board will meet at 6pm on the 1<sup>st</sup> and 3<sup>rd</sup> Tuesdays. On weeks 2, 4, and 5 the board will meet at 4pm to approve payroll and AP but will not address agenda items unless an emergency.

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Artimovich made a motion, 2<sup>nd</sup> by Menter to abate \$1068.60 from timber warrant. That was property cut by Charlie Moreno in connection with the town owned conservation project on South Road. All were in favor.

Artimovich made a motion, 2<sup>nd</sup> by Menter to expend \$5000 out of CRF for Highway Addition to pay Emmanuel for the engineered plan for the highway addition. All were in favor.

Menter made a motion, 2<sup>nd</sup> by Faria to sign a pole license for Eversource to erect a new pole on Rte. 27. All were in favor.

Artimovich made a motion, 2<sup>nd</sup> by Menter to sign a land use change tax bill and warrant for 40 Ole Gordon Road. All were in favor.

A camper in Three Ponds Campground applied for an abatement. The reasoning is that the camper was removed on October 1<sup>st</sup>. There is no provision in the law to prorate the assessment unless the property was damaged due to unintended fire or natural disaster. Artimovich made a motion, 2<sup>nd</sup> by Menter to deny an abatement per Jim Michaud's recommendation. All were in favor.

Artimovich made a motion, 2<sup>nd</sup> by Menter for Mantegari to sign Clement's application for CPM (Certified Public Manger). All were in favor.

Artimovich made a motion, 2<sup>nd</sup> by Thompson to approve 9 new veteran's credits. All were in favor.

Thompson made a motion, 2<sup>nd</sup> by Mantegari to begin posting "draft" minutes of the BOS meeting on the website. All were in favor.

An amendment was made at town meeting to increase the operating budget by \$23,630 with the intent of a salary increase to Wayne Robinson. Faria asked if that was a one-time bonus or an increase to his wages permanently. Artimovich said he understood it to mean a wage adjustment. Clement had prepared some preliminary numbers to calculate what the weekly increase would be. She also factored FICA/Medi and NHRS to be paid from the \$23,630. Mantegari asked about moving Robinson to salary. Menter said the other department heads are salaried at this time. Clement said Robinson meets the criteria for an executive exemption under FLSA. Artimovich said Clement should meet with Robinson and review all of the information and get his input and make sure he is comfortable with the changes. The board will revisit this next week.

Peter Foster said that he and Robert Glowacky would like permission to begin researching options to get the meetings online. Foster said it may have been cost prohibitive in the past but with advances in technology he would like to study this to see if they could move forward with short money. Artimovich has looked into video hosting and uploading videos after the meetings. Artimovich will serve as the BOS representative to this committee.

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Glowacky asked if the board could move the public comment session to the beginning of the meeting as often residents do not want to sit through the board's business. Mantegari said they could discuss that further and more often than not, the audience is empty. Residents may always ask to be placed on the agenda.

Thompson made a motion, 2<sup>nd</sup> by Faria adjourn the meeting at 7:12 pm. All were in favor.

Respectfully submitted,

Karen Clement

| WEEKLY TREASURER'S REPORT     |              |                 |                |
|-------------------------------|--------------|-----------------|----------------|
| DATE:                         | 3/20/2018    |                 |                |
| <b>Citizens General Fund:</b> |              |                 |                |
| Previous Balance:             | 19,869.22    |                 |                |
| Deposits:                     | 67,787.80    |                 |                |
| Payroll:                      | 19,931.38    | DD: \$15,947.39 | CK: \$3,983.99 |
| FICA:                         | 4,969.84     |                 |                |
| to Impact Fees                |              |                 |                |
| A/P: Regular                  | \$18,176.66  |                 |                |
| Void checks                   |              |                 |                |
| FICA Adj                      |              |                 |                |
| From MMA                      |              |                 |                |
| TO MMA                        |              |                 |                |
| Account Balance:              | 44,579.14    |                 |                |
| Interest Earned YTD:          | 6.35         |                 |                |
| <b>MMA:</b>                   |              |                 |                |
| Unrestricted Balance:         | 3,364,088.14 |                 |                |
| Total Invested Funds:         | 3,364,088.14 |                 |                |
| Interest Earned YTD:          | 5,126.19     |                 |                |