

Board of Selectmen  
Minutes July 19, 2011

Convened: 6:00 pm

Present: Andrew Artimovich, Chairman  
Jeffrey Bryan  
David Menter

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

Overtime for police department was 4.75 hours, fire department was 5 hours, and highway had no overtime for this pay period.

Jonathan Ellis was in to present the weekly Treasurer's report.

Bryan made a motion, 2<sup>nd</sup> by Artimovich to move the public minutes of 7/12/11 as written. All were in favor.

Bryan made a motion, 2<sup>nd</sup> by Menter to approve the first set of nonpublic minutes of 7/12/11. All were in favor.

Bryan made a motion, 2<sup>nd</sup> by Menter to approve the second set of nonpublic minutes of 7/12/11. All were in favor.

Bryan made a motion, 2<sup>nd</sup> by Menter to have Artimovich sign the affidavit to file a motion of contempt against Allan Knowles. All were in favor.

Bryan made a motion, 2<sup>nd</sup> by Menter to sign the memo to the planning board regarding the traffic/engineering study at the intersection of Rt. 27 and Pine Road. All were in favor.

Hubbard will not be attending the planning board meeting Thursday night. Bryan will be in attendance but he cannot vote as an abutter to Brentwood Distribution, Artimovich to serve as the alternate.

Bryan made a motion, 2<sup>nd</sup> by Menter to sign all 6 of the abatement forms for 2011. The abatements were approved on 7/12/11 for the 2010 tax year and this was to abate the taxes for the 1<sup>st</sup> issue 2011 tax bill.

Bryan made a motion, 2<sup>nd</sup> by Menter to sign the intent to cut for Sherman Way. All were in favor.

Bryan made a motion, 2<sup>nd</sup> by Menter to invoice Leclerc at 39 Stevens Drive \$700, \$600 of which is for multiple inspections by Steve Cummings and \$100 is for highway time and equipment fees.

Building Inspector Gil Tuck was in to have the following permits signed:

- Christine Nickola, 32 Robinson Street, in ground pool: signed by Board
- Daniel Rocconi, 23 Idyllwood Drive, in ground pool: signed by Board
- Brad Stevens, 94 South Road, deck: signed by Board
- Catie Caron, 44 Rowell Road East, erect a barn: signed by Board
- RJ Moreau Communities, 9 Balsam Way (Lot 1-Q), new house: signed by Board

**Department Head Meeting:**

Forms for completing performance reviews are being updated. LGC is reviewing them now. Once they are complete, a training session will be held for all department heads to ensure the new program is implemented successfully. The new forms are designed to create a more objective review with measurable and quantifiable goals for the employee. Merit or step increases may be offered based on performance.

Elyse Seeley, Budget Committee

Budget committee will have their first meeting August 29<sup>th</sup>. Asked the Select Board for preliminary goals for merit increases towards the annual budget.

Wayne Robinson, Chief of Police

Percentage of budget left is where it should be. Number of calls and arrests has increased. Vacations are coming up which may result in some overtime to cover the shifts.

Wayne Robinson, Road Agent

Half of the budget is remaining. Projects that still need to be completed are to finish the hot top, roadside cutting, and some shoulder work.

Margaret Dullea, Recreation

Good participation in the adult programs; they have been able to offer more children's programs. BRC has steady rentals. Due to the heavy sulfur smell at the BRC, the water will be tested to see what the options are to eliminate the odor. Seeing an increase in revenue from the snack shack after covering the expense of employees over having volunteers.

Bruce Stevens, Planning Board

Concrete is being poured on South Road in the workforce housing development. The planning board is about a month away from approving the site plan for Tractor Supply. Brentwood Distribution will be on Thursday for site plan review. Glenn Greenwood is working on a couple of chapters of the master plan. They are also working on updating the sign ordinance.

Kevin Lemoine, Chief of Fire

A few line items going in the red and will need to be monitored. Needs to repair the windshield on engine 4. Working on punch list for the station. The deadline is January 9<sup>th</sup>, 2012. They are also finding a lot of sediment in the water so they will need a filter.

Bob Gilbert, Library

The Library is on track with their budget. The only item he had a question about was propane. Propane was locked in at \$2.16 a gallon.

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The increase in town and employee contribution for retirement was discussed briefly. Elyse said that was all accounted for in the current budget. They had planned for the increase and the loss of revenue from state grants.

That closed the department head meeting.

Kevin Lemoine had a few items to discuss with the Board.

Bryan made a motion, 2<sup>nd</sup> by Menter to appoint Michael Kilrain to Deputy Forest Fire Warden. All were in favor.

Lemoine wanted to discuss a mutual aide agreement with Epping, Exeter, and Kingston to respond to motor vehicle accidents and fire alarms on Route 125 during the day Monday through Friday. The Board agreed that this was a good idea but cautioned to watch the salary line. Lemoine had a meeting with the other towns the following day to discuss this further.

Lemoine had the live-in program contract to be reviewed by the Board. The program involves having someone live in the fire station in turn for on call shift coverage and light cleaning duties. LGC needs to review the contract before screening applicants.

Lemoine was also looking for the bond balance because he has a few outstanding projects to include an external door bell, camera for the apparatus bay, pump for the cistern, and a sediment filter.

Motion to adjourn at 7:40 pm made by Menter, 2<sup>nd</sup> by Artimovich; all were in favor.

Respectfully submitted,

Karen Clement