

Board of Selectmen
Minutes February 26, 2013

Convened: 6:00 pm

Present: Andrew Artimovich, Chairman
Jeff Bryan
Jane Byrne
Ken Christiansen

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

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

Overtime for this pay period was 2.5 hours in fire and 5.5 in highway.

Building Inspector Gil Tuck had no permits to be signed this week.

Bryan made a motion, 2nd by Byrne to approve the public minutes of 02/19/2013. All were in favor.

Chief Lemoine was present to discuss several items with the board.

Christiansen made a motion, 2nd by Byrne to reappoint all the current fire wards for another year. All were in favor.

Lemoine said he has noticed some cracks on the ceiling in the apparatus bay. They are not leaking and he is watching them at this time to make sure they do not worsen.

Lemoine had prepared a legal notice requesting bids for an ambulance type one or three. The board reviewed the posting and agreed to post in the Carriage Towne News. A full copy of bid specifications will be available in the selectmen's office.

Lemoine had also prepared a job posting for a second full time firefighter. The anticipated start date would be July 1, 2013. The board reviewed the posting and the benefits package. Artimovich suggested posting the ad on the fire standards website if possible and also LGC. Lemoine said something the board should consider is hiring a full time firefighter medic for the day shift. The town would have to pay this person a higher hourly wage, potentially \$22 per hour versus the \$18 an hour slated for a firefighter but they would return approximately \$18,000 annually to the town in higher ambulance billings. Lemoine said currently Kingston and Epping have a full time firefighter medic.

Lemoine proposed a revision to the SOG for promotion testing for a lieutenant. He said at this time no one meets the qualifications. Currently, to be eligible you must be in the department at least 3 years, have your CDL/pump operator, and be a certified Firefighter one or greater. Lemoine would like to change the policy to a certified Firefighter one or greater, must obtain a CDL and pump operator license within 6 months of the promotion, and have a minimum of 3 years' experience in any recognized fire department (one year must be served in Brentwood). Artimovich suggested adding EMT Basic. Lemoine said Kingston does that and it has not worked out well but he will consider it. The board was agreeable to the other changes Lemoine suggested.

Lemoine proposed a truck replacement schedule listing the ages of all current vehicles and the age in which they should be replaced through 2035. The next truck to be replaced is E3 a 1979 Mack pumper/tanker. He would like to replace this in 2014 with a Quint pumper/ladder. This would allow them to reduce the fleet from 6 to 5 engines. Artimovich asked if Lemoine thought they would have as many issues with ladder training as they do with pump training. Lemoine

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said it would probably work out that the same guys that run the pumps would run the ladders. Artimovich said this schedule gives the board a starting point and they will look into it further as MRI had suggested a bond program to fund the CIP plan which would include purchases such as this.

Chief Robinson was in to discuss a full time officer electing insurance that is not budgeted for in his 2013 budget. Clement said the cost would be \$14,101.51 for the year. Robinson said he would look to make cuts in his budget but it is pretty lean. He said he would like to make an amendment at town meeting for the amount. Clement asked the board if this amendment was made if they would support it. The majority said yes.

Robinson said there was more equipment available through the government surplus. If they open a firearms range, they would be eligible for a dump truck or grader. Robinson asked if he could use some of the land behind the BRC. Artimovich suggested Robinson speak to Dullea and Brentwood Fence as this would not be open to the public.

Norman Garside was in to discuss a charge on his Comcast bill. They just started charging for the digital adapter which was given to all residents at no charge a couple years ago. Clement took a copy of the bills and will follow up with Comcast.

Bryan made a motion, 2nd by Byrne to pay the bill of \$3070.60 to Bruce Hermenau for the heating repairs at the town office out of the capital reserve fund for building maintenance. All were in favor.

Artimovich asked that Keith be sure to install a door stop in the kitchen to avoid it hitting the thermostat.

Clement said she called the US and NH Department of Labor to confirm that compensatory time was allowed to be used outside the pay period in which it is earned. The US DOL said there are no restrictions in that regard.

Bryan made a motion, 2nd by Byrne for Artimovich to sign the credit card authorization form for Wayne Robinson. All were in favor.

The board reviewed the proof of the 2012 town report as provided by Alphagraphics. Artimovich made a motion, 2nd by Christiansen to approve the town report as written. All were in favor.

Bryan made a motion, 2nd by Byrne to sign the NH Junk Dealer Renewal License for Bob's Heavy Equipment. All were in favor.

Bryan made a motion, 2nd by Christiansen to sign the renewal permit for nonpotable water for Bob Webb. All were in favor.

Byrne made a motion, 2nd by Christiansen to sign the renewal license to maintain a motor vehicle junk yard for Bob's Heavy Equipment. All were in favor.

The board reviewed the policy for blood borne pathogens. Artimovich said if there was an instance where the employee thought it was an unprotected exposure and the hospital said it was not, the claim would still be denied. Clement said Primex suggested adding a line item in the budget for those types of instances. There is \$5000 budgeted for annual medical exams and that should be enough to cover any instances of non-exposure as defined by NH DOL. Bryan made a motion, 2nd by Byrne to adopt the blood borne pathogens policy. All were in favor.

Bryan made a motion, 2nd by Byrne to adopt the fund balance policy. All were in favor.

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Bryan made a motion, 2nd by Byrne to abate the interest of \$51.63 for 44 North Road. All were in favor.

Bryan made a motion, 2nd by Christiansen for Artimovich to sign the Equitable Sharing Agreement for the drug forfeiture money for 2007; this was originally signed in 2007 and this is a housekeeping issue. All were in favor.

Bryan made a motion, 2nd by Christiansen to approve the minutes of 2/25/13. All were in favor.

Motion to adjourn at 6:50 pm made by Bryan, 2nd by Byrne; all were in favor.

Respectfully submitted,

Karen Clement

WEEKLY TREASURER'S REPORT				
Date:	February 26, 2013			
Citizens General Fund:				
	Previous Balance:	10,822.16		
	Deposits:	38,803.54		
	Payroll:	12,950.98	DD: 7446.90	CK: 5504.08
	FICA:	3,345.45		
	A/P: Regular	415,933.38	Co-op: \$402,157	
	voided check			
	to Impact Fees			
	From MMA	395,000.00		
	TO MMA			
	Account Balance:	12,395.89		
	Interest Earned YTD:	6.12		
CD's:	Unrestricted Balance:	-		
MMA:	Unrestricted Balance:	2,471,013.91		
	Total Invested Funds:	2,471,013.91		
	Interest Earned YTD:	96.55		