

Board of Selectmen
Minutes October 27, 2015

Convened at 6:00 pm

Present: Ken Christiansen, Chair
Jeffrey Bryan
Robert Mantegari
Andrew Artimovich

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

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

Bryan made a motion, 2nd by Mantegari to approve the public minutes of 10/20/15 as written. All were in favor.

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

- Allan Agreella, 44 Spruce Ridge Drive, garage: signed by Board
- Doug Allen, 83 Mohawk Drive, storage shed: signed by Board
- Ward Byrne, 55 Rowell Road E., electrical permit for addition: signed by Board
- Harold and Michelle Whitehouse, 130 Ole Gordon Road, garage storage area: signed by Board.

Clement said she received the 2016 medical insurance rates from HealthTrust. The rates are increasing 3-4% respectively. Clement said with the current offerings and enrollees, the increase will cost the town \$468 additionally per month. Artimovich made a motion, 2nd by Bryan to maintain the current plans and keep status quo. All were in favor.

Artimovich made a motion, 2nd by Mantegari to sign the 2nd issue tax warrant for 2016. All were in favor.

The board reviewed the following budgets:

Planning Board

The board reviewed the notes prepared by Kathy St. Hilaire and Bruce Stevens was present to discuss the planning board budget. Artimovich made a motion, 2nd by Bryan to approve the planning board budget of \$99,175, a 0.8% increase from 2015. All were in favor.

ZBA

Artimovich made a motion, 2nd by Bryan to approve the ZBA budget of \$740, a decrease of \$100 from 2015. All were in favor.

Fire

Christiansen said before they discussed the fire budget, he wanted to review the debt service on the fire station bond. Bryan asked why the interest increased \$20K. Clement said the interest line was reduced \$20K in 2015 and paid out of

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the fire station impact fees. The current balance in the account is \$49,274.27 and asked if the board wanted to do the same in 2016. Bryan made a motion, 2nd by Mantegari to approve the payment of \$20K out of impact fees for interest on the fire station bond. All were in favor.

Chief Lemoine was present to present his fire budget which shows a slight reduction from 2015. The board reviewed the budget proposed. Lemoine will need to adjust the medical insurance rates based on tonight's vote before this budget may be approved.

Lemoine also presented the ambulance budget, which is a revolving fund separate from the general operating budget. The budget shows an increase in standby pay. Lemoine would like to revamp the program. He would like to change the structure to incentivize call firefighters to work more as it has been difficult to fill shifts. The current policy requires at least 4 shifts per month or disciplinary action. Lemoine said that is not effective and instead he would propose an incentive program as follows:

- 0-3 shifts = \$0
- 4-5 shifts = \$35 or \$45
- 6-7 = \$45 or \$55
- 8+ = \$55 or \$65

The first rate being the weekday shift rate and the higher rate being the weekend shifts.

There is also an increase in administration. Artimovich asked if that was an increase in time or wage. Lemoine said it was an increase in hours as Brenda Silva has been helping Donna V. out. Bryan made a motion, 2nd by Mantegari to approve \$105,069. All were in favor.

Lemoine said he still had some expenses he would like to include in the 2015 budget. Lemoine said he is going to purchase light sensors for the closets at the station. Lemoine said he is also looking at purchasing equipment for confined spaces. Artimovich asked if anyone was trained in confined spaces; Lemoine said anyone that is certified as FF3. Lemoine said the cost was about \$7500. Lemoine said he would also like to flush the radiator. The board agreed these expenses were fine.

Artimovich made a motion, 2nd by Mantegari to table the fire budget until the insurance numbers are finalized. All were in favor.

Artimovich said the fire department was receiving a lot of praise on Brentwood Talks for a call they had over the weekend.

Emergency Management

Rick Murphy is presenting a level funded budget for 2016. Bryan made a motion, 2nd by Mantegari to approve emergency management budget of \$14,875. All were in favor.

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Murphy said he is working with Heidi Lawton, NH Dept. of Safety, on a soft grant to update the local emergency plan. The grant is for \$4000 and the town's portion is \$2000. The tabletop exercise was last week and went well. The first practice exercise is November 18th. Artimovich said there is a way to prioritize cell phones during an emergency. Artimovich suggested adding Murphy, Clement, Robinson, Lemoine, and the BOS. Artimovich said there is a small cost, but it is something to look into.

Conservation

Wofchuck said the town has been receiving a lot of positive attention for the work they have been doing. Mantegari said he wanted to address an outstanding invoice the conservation commission had. He would recommend it being paid out of the operating budget and not the concentration account. Wofchuck said if there is enough funds to cover it, he would absolutely do that. He is hesitant to reduce the annual appropriation now as there are 2 months remaining in the year and there are still invoices that need to be paid in 2015. Bryan said he board could open the budget at the end of the year with the revised annual appropriation.

Wofchuck is looking for \$20,205 to replenish the \$75000 concentration account fund balance as it has not been done since 2012. Excluding this appropriation the budget is flat. Bryan said the board has discussed discontinuing maintaining the \$75K balance. Wofchuck said historically conservation received 50% of land use change tax (LUCT) and gave that up in exchange for the open space bond. Since 2008, the town has received \$650K in LUCT. Most conservation commission still receive 50-100% of the LUCT; he perceives the annual appropriation as a bargain for the town. He said the return and investment for the town is huge.

Mantegari asked if we wanted to do a warrant article to replenish the fund. Wofchuck said they use the funds in the concentration account prudently and come to the board for support before a large expense. Artimovich suggested adding \$10K this year and re-evaluating this next year. Wofchuck said he strongly disagrees with this as the BOS decided a few years ago to replenish to \$75K specifically.

Artimovich made a motion, 2nd by Bryan to approve the conservation budget of \$18,865. All were in favor.

Artimovich made a motion, 2nd by Mantegari to recommend a warrant article for an additional \$10K for the concentration account if Wofchuck would like. All were in favor.

Clement said the deed for Prescott Road has been finalized and the commissioners will review on Wednesday. The Executive Committee is meeting on the 30th (9:30am in the Hilton Auditorium). They will review the Deed, and then decide to either recommend or not recommend approval to the full Delegation. At that point, hopefully, the public hearing and Delegation meeting will be scheduled so that the Deed can be approved by the Delegation and then ratified by the Commissioners. Bryan will attend the Executive Committee meeting on Friday.

Clement said Donna V. has requested the board take an online training class for the FEMA grant that they are working on for an emergency preparedness plan. Artimovich said it was probably the course on incident command. Artimovich already carries this certification. Clement will follow up with the state to see if all members are required to be certified.

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Debt Service

Clement said the interest for the fire station bond was reduced \$20K to be paid from impact fees. Artimovich made a motion, 2nd by Mantegari to approve the debt service budget of \$304,434. All were in favor.

There was a letter in the mail from the town of Newington requesting a letter of support to the site evaluation committee on the importance of having an adequate supply of local propane. Christiansen made a motion, 2nd by Mantegari to approve a letter of support as requested. All were in favor.

Artimovich made a motion, 2nd by Mantegari to adjourn the meeting at 6:47 pm. All were in favor.

Respectfully submitted,

Karen Clement

WEEKLY TREASURER'S REPORT				
DATE:			10/27/2015	
Citizens General Fund:				
	Previous Balance:		25,069.67	
	Deposits:		49,452.30	
	Payroll:		15,750.97	DD: 11337.55 CKS: 4413.42
	FICA:		3,818.99	
	to Impact Fees			
	A/P: Regular		8,663.83	
	Void check			
	From MMA			
	TO MMA			
	Account Balance:		46,288.18	
	Interest Earned YTD:		24.83	
CD's:	Unrestricted Balance:			
MMA:	Unrestricted Balance:		1,649,189.38	
	Total Invested Funds:		1,649,189.38	
	Interest Earned YTD:		5,764.42	
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