

Board of Selectmen
Minutes January 22, 2019

Convened at 6:00 pm

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

Mantegari called the meeting to order. The board opened the meeting with the Pledge of Allegiance.

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.

There were no building permits to be signed this week.

Menter made a motion, 2nd by Faria to approve the minutes of 01/15/2018 as written. All were in favor.

Thompson made a motion, 2nd by Artimovich to approve the nonpublic minutes of 01/15/2018 as written. All were in favor.

Chief Ellen Arcieri was present to discuss her budget and warrant articles. Arcieri said the town has never adopted by-laws to govern NE Dragway. She has drafted some by-laws, which mirrors the by-laws previously adopted by the town of Epping.

Faria made a motion, 2nd by Thompson to recommend to see if the town will vote to adopt "By-Laws to the Regulation and Licensing of Motor Vehicle Race Tracks". All were in favor.

Arcieri said she would also like to establish a capital reserve fund to begin saving for a new police facility. They are working with Norwich College and Keene State University for feasibility and design concepts. Menter made a motion, 2nd by Artimovich to recommend to see if the town will vote to establish a Police Facility Capital Reserve Fund under the provisions of RSA 35:1 for the design and construction of a new police facility and to raise and appropriate the sum of One Hundred Thousand Dollars (\$100,000) to be placed in this fund. Further, to name the selectmen as agents to expend from said fund. All were in favor.

Arcieri said she has made some adjustments to the police budget. She has reduced some expenses due to encumbrances from 2018. She has included a wage adjustment for the full time officers of 6% each, and 4% for all part timers. This is supported by 2018 wage studies comparing 10 neighboring communities. The seacoast average with 3-4 years of experience is \$25.43 and \$26.40 with 5-6 years of experience. There are 32 pooled hours per week that is available to part timers. Arcieri asked the board if they wanted to be a training ground or pay the officers in an effort of retention. She would like to move towards a pay matrix to set the expectations for the officers for salary. Menter made a motion, 2nd by Artimovich to open the police budget. All were in favor. Menter made a motion, 2nd by Thompson to approve the police budget of \$924909.60. All were in favor.

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Joe Bird was present to discuss warrant articles.

Menter made a motion, 2nd by Faria to recommend to see if the Town will vote to raise and appropriate the sum of Eighty-eight Thousand Nine Hundred Ninety-Five Dollars (\$88,995) for the last year's payment of leasing a new pumper truck. This lease agreement has an escape clause and if the annual appropriation is not approved, the lease terminates. All were in favor.

Bird said he would like to contribute to the CRF for vehicle replacement. There were no funds deposited for a couple of years. Faria made a motion, 2nd by Menter to recommend to see if the town will vote to raise and appropriate the sum of Seventy-five Thousand Dollars (\$75,000) to be added to the existing capital reserve fund for the purchase of fire and rescue vehicles. All were in favor.

Bird said there were funds remaining from the initial lease that was returned to the town. The funds are in the general fund and he would like to request they be returned to the CRF. Faria made a motion, 2nd by Menter to recommend to see if the town will vote to raise and appropriate the sum of Nine Thousand, Nine Hundred Eighty-Four Dollars (\$9984) to be added to the existing capital reserve fund for the purchase of fire and rescue vehicles. This sum to come from unassigned fund balance. No amount to be raised from taxation. All were in favor.

Woss is requesting a warrant article to exempt prisoners of war or veterans with a purple heart from the local portion of motor vehicle registration fees. The state portion is already waived.

Faria made a motion, 2nd by Menter to recommend shall the Town vote to adopt an ordinance waiving the fee to be charged for a permit to register one motor vehicle owned by any person who was captured and incarcerated for 30 days or more while serving in a qualified war or armed conflict as defined in RSA 72:28, V, and who was honorably discharged, provided the person has provided the Town Clerk with satisfactory proof of these circumstances. All were in favor.

Woss had submitted a memo to the board defining boundaries and expectations for her office to reduce the risk of a harassment suit. The memo reiterated that during the last meeting the focus shifted to actions surrounding the right to know law, and Woss wanted to make it very clear that the issue was the hostile behavior towards the employees in her office. Faria said he did not think we needed another safe, just do not go back there. He also said that he thought that the situation would have been avoided if there was a supervisor at the office on Fridays. He said both Woss and Clement are off that day. Artimovich said they are 2 separate offices that have no authority over each other. Clement said Patch is the deputy town clerk and is in the office all day Friday. Mantegari asked what the advice was from counsel. Clement said counsel suggested a letter from Woss to the board defining boundaries and if that was not abided by, Woss could file for a restraining order.

Whitehouse said a public official made accusations that another official is bullying people in her office, an allegation is not fact. Further he said he has never had an issue obtaining records that he is requesting. Christiansen said there is a full staff Monday thru Thursday and there is no reason those records could not be retrieved on any other business day. Faria said there are certain parameters that should be followed because it is the right thing to do not necessarily because you had to be told not to do it. Faria said he would not go in Clement's office if she was not there. Thompson

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said it is not Clement's office; it is the selectmen's office and she just has a desk in there. Thompson also suggested a guidebook of some sort for selectmen to follow. Christiansen suggested that 91A requests be submitted in writing. Mantegari said the issue was not the request for information, the issue was the alleged and perceived harassment by the employee. Artimovich asked if the board wanted to schedule a meeting with the town clerk to discuss hours. Thompson said that was not necessary. Faria made a motion to see if Daphne would have a meeting to discuss supervisory coverage, motion died for lack of a second.

Artimovich asked if Thompson wanted to make a statement. Thompson read the following statement, "Allegations were made at last weeks meeting that I was surprised by and not prepared to respond to. I'm continuing to review the statements that were made. I'd remind the board that allegations are not facts. I've never intentionally mistreated anyone in this office while serving as selectman or in my 39 years as the town clerk, tax collector. I intend to retain counsel to defend myself from these allegations and other patterns of behavior by current and former town officials who have sought to discourage me from running for this office and then once elected from carrying out my duties. I have nothing further to add at this time."

Faria said he would hope that this could be remedied by a conversation with all parties involved and would not like legal to be involved.

At 7:21 pm a motion was made by Mantegari, 2nd by Menter to go into nonpublic sessions per RSA 91-A: 3, II (a) to discuss personnel. Mantegari- aye, Artimovich – aye, Menter – aye, Faria-aye, and Thompson – aye. The motion carries.

At 7:46 pm a motion was made by Artimovich, 2nd by Menter to come out of nonpublic session and seal the minutes. Mantegari- aye, Artimovich – aye, Menter –aye, Faria-aye, and Thompson – aye. The motion carries.

The fire chief position will be a full time working chief. The position will be posted for 5 days and the board of selectmen strongly encourages the internal candidate apply for the position.

Artimovich made a motion, 2nd by Mantegari to adjourn the meeting at 7:47 pm. All were in favor.

Respectfully submitted,

Karen Clement

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WEEKLY TREASURER'S REPORT				
DATE:		1/22/2019		
Citizens General Fund:				
	Previous Balance:	21,166.29		
	Deposits:	58,832.57		
	Payroll:	20,368.52	DD: \$17295.05	CK: \$3073.47
	FICA:	5,045.79		
	to Impact Fees	10,854.00		
	A/P: Regular	\$38,888.68		
	Trans to Rec			
	void checks	40.00		
	From MMA			
	TO MMA			
	Account Balance:	4,881.87		
	Interest Earned YTD:			
	CD's	4,000,000.00		
MMA:	Unrestricted Balance	1,438,083.63		
	Total Invested Funds:	5,438,083.63		
	Interest Earned YTD:			