

Board of Selectmen
Minutes March 26, 2019

Convened at 6:00 pm

Present:

Andrew Artimovich
Ken Christiansen
William Faria
Phyllis Thompson

Artimovich 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.

Ellis said he amended the investment policy to outline the current collateral system Citizens uses to comply with the statute 41-29. Artimovich made a motion, 2nd by Faria to approve the investment policy as amended. All were in favor.

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

- Adam Carlson, 89 Haigh Road, wiring if a 3 season room: signed by Board
- Ryan Nickerson, 106 Lake Road, in ground pool: signed by Board
- Kathy Roccini, 23 Idyllwood Drive, electrical for kitchen: signed by Board
- Matt Eaton, 10 Gove Road, screen porch on existing deck: signed by Board.

At 6:15pm the board opened the bids received for the siding replacement at the town office.

- Paxor Construction: \$37,857.09
- Solid Roots Construction: \$34,400

The board will review the bids and discuss further next week.

Faria made a motion, 2nd by Thompson to re-appoint Valerie Rogers and Melissa Kennedy to the recreation commission for 3 years. All were in favor.

Faria made a motion, 2nd by Christiansen to appoint David Menter to an alternate of the Planning Board for 3 years. All were in favor.

Christiansen made a motion, 2nd by Faria to approve and sign the MS-232 (appropriations voted on at town meeting). All were in favor.

Christiansen made a motion, 2nd by Faria to approve and sign 8 new veterans' credit applications. All were in favor. Clement said the residents that receive the credit will not need to re-apply for the higher amount approved at town meeting.

Clement said Varsity Wireless applied for an abatement. They state that they should not be taxed for the value of the land as they lease it from Dana Clay and that the land value is excessive. After review of those facts, George Sansoucy (contract utility appraiser) would recommend abating the \$216,500 land value from Tax Map 218 Lot 54 Sub lot 1 to \$102,360, with interest applicable to that \$216,500; then doing a supplemental bill for the \$102,360 in revised cell tower land value; and applying part

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of the abatement from the \$216,500 to cover the revised supplemental bill that will be issued to Dana Clay. The remainder will be refunded to Varsity Wireless. Christiansen made a motion, 2nd by Faria to approve the abatement for the land only and to sign a letter to Varsity and their counsel explaining the same. All were in favor.

The board reviewed the mowing bids. The cemetery trustees met with Andrew Gray, recreation director, to review the bids. A memo with their recommendations was in the selectmen's mail. David Menter and Joseph Pagnani, cemetery trustees, were also present. Menter said the trustees reviewed all of the information and narrowed the bids to ASAP and Cheapskate based on cost initially. Menter said they would prefer a local business; however, after further review the trustees do recommend ASAP. They had the bid in 2017 and 2018, know the properties and have included increased services at no additional cost as a show of good faith to retain the business. Faria made a motion, 2nd by Christiansen to award the Landscaping and Mowing RFP to ASAP Landscaping. The motion carried with Thompson abstaining as she is the cemetery clerk.

Faria made a motion, 2nd by Thompson to approve the public minutes of 03/19/2019 as written. All were in favor.

Christiansen made a motion, 2nd by Faria to approve the nonpublic minutes of 03/19/2019 as written. All were in favor.

Clement said Chief Bird has a student interested in volunteering at the fire station over the summer. A live scan (digital federal fingerprints) takes anywhere from 2-8 weeks for the results to come back from NH State Police. Bird would like to run the state background check to get the student started. Faria made a motion, 2nd by Thompson to allow the student to start volunteering with the state background check but no patient contact will be allowed until the live scan comes back satisfactorily. All were in favor.

Clement said she created a calendar for bi-weekly pay dates beginning June 1st. The call firefighters are paid monthly and that will not always align with the bi-weekly pay periods. We are required to pay them within 15 days of the close of the pay period and we would be just beyond that depending on which day of the week the month ends. Further the call firefighters receive an incentive based on the number of shifts worked in a month. Moving them to a bi-weekly pay would add administration time to the fire department for processing, offsetting any time savings that could be realized in the finance office.

Clement said the police officers overtime rate needs to be calculated as a weighted average due to shift differential. In order to alleviate some processing time an option would be to allow police and fire to have 14 day work periods and redefine overtime as any hours worked in excess of 80 and 85 respectively in a work period. On the flip, that would prohibit any overtime pay in any work period that the employee utilized earned time. Artimovich suggested paying the overtime based on the rate in effect when the overtime work is performed. Clement said she will review that further but all research thus far with the federal labor laws states that weighted averages need to be used to properly calculate overtime rates. The board will table this for more information.

Chief Ellen Arcieri read letters of recognition for Sgt. Wicks, Officer Abele, Officer Arsenault, and Officer Gauthier for exemplary efforts when responding to a motor vehicle crash.

Chief Ellen Arcieri read letters of recognition for Ian Matheson (animal control officer) and Christine Belanger (Chief's administrative assistant) for their work above and beyond their normal course of duties to create and implement a new website for the department. The site went live today.

Chief Arcieri said the building committee voted to make the fire station the primary site for the police station. They will be continuing to work with Norwich College and Keene State on the design. Robin Wrighton, resident, asked what the

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cost was for this work. Arcieri said nothing, the students are completing this for school credit and we will receive plans to take to a firm to implement.

Artimovich recommended we add "old business" to the agenda to keep track of outstanding items that still need to be addressed.

Thompson made a motion, 2nd by Faria for Clement to collect all nonpublic minutes once approved and destroy them. All were in favor.

Thompson said George Gilman would like the Boston Post Cane. She is not sure he is the oldest resident but no one else has come forward. Artimovich made a motion, 2nd by Faria to award the next Boston Post Cane to George Gilman. All were in favor.

Faria said he spoke with the coordinator of the Seacoast School of Technology (SST) and they think they will be able to help design a table for the conference room.

Lynn Austin, resident, said on the 2/12/19 meeting video Faria is seen questioning Chief Arcieri on the information she provided on an employee's certification and medical clearance. She asked if there was any follow up. Faria said that issue was resolved, the medical clearance was received, and that employee is good to go.

Austin also recommended that the board include attendees in the meeting minutes. She said it is hard to follow who the voices are in video and thinks the names would be helpful. Artimovich said he did not think you could require people to sign in at a public meeting, that it would be voluntary. He went on to say that those issues will be resolved when the town starts producing their own videos of the meeting as the public will be required to come on camera to speak. Austin said she was looking for context with clarity to go with transparency.

Robin Wrighton, resident, asked where the name Wilson Way came from. Christiansen said it was named after Norman Wilson. She also asked about the trash and if automated bins were on the town's radar. Clement said there is one more year in the contract with Pinard. Artimovich said the automated bins have a high upfront cost but may produce savings long term. Faria said there were also complaints about recycles being bagged. Clement said that was always the policy. Recycles need to be clean, rinsed, and loose in a barrel. Butch Whitehouse, resident, asked about the recycling and if that is indeed being recycled. Clement said the recycling is contracted to go to EL Harvey in Westborough, MA. She did receive an email today with some concerns about "proof" of the recycling tonnage and is looking into it.

Bruce Stevens, resident, said if SST will build the table that Highland Hardwoods would donate the wood. The board thanked Stevens for that very generous donation.

At 7:02 pm a motion was made by Christiansen, 2nd by Thompson to go into nonpublic sessions per RSA 91-A: 3, II (a) to discuss personnel matters. Artimovich – aye, Christiansen – aye, Faria-aye, and Thompson – aye. The motion carries.

At 7:25 pm a motion was made by Faria, 2nd by Thompson to come out of nonpublic session and seal the minutes. Artimovich – aye, Christiansen – aye, Faria-aye, and Thompson – aye. The motion carries.

Artimovich announced that Kevin Kneeland has been hired as a full time patrol officer as a rate of \$21.50 per hour. He is anticipated to start on April 1st.

Faria made a motion, 2nd by Christiansen to adjourn the meeting at 7:27 pm. All were in favor.

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Respectfully submitted,

Karen Clement

WEEKLY TREASURER'S REPORT				
DATE:		3/26/2019		
Citizens General Fund:				
	Previous Balance:	23,891.25		
	Deposits:	50,660.34		
	Payroll:	19,609.37	DD: \$17134.27	CK: \$2475.10
	FICA:	4,989.36		
	to Impact Fees			
	A/P: Regular	\$563,109.41	Co-op: \$535,772	
	Trans to Rec	35.00		
	void checks	920.34		
	From MMA	535,000.00		
	TO MMA			
	Account Balance:	22,728.79		
	Interest Earned YTD:	6.38		
	CD's	2,250,000.00		
MMA:	Unrestricted Balance	760,362.70		
	Total Invested Funds:	3,010,362.70		
	Interest Earned YTD:	10,279.07		