

BOARD OF SELECTMEN MEETING
JULY 21, 2015

PRESENT: George Lawrence, Chairman, Becky Doyle, Joanne Meshna

The meeting was called to order at 1:00 p.m. at the Town Office.

Building Number 2: Chief Leel reported he had not spoken to Charlie Howland at Warwick Mills as of yet to determine what will be stored in Building Number 2. The information is needed so the Fire Department can be prepared in case of a fire in the building. Chief Leel and the Building Inspector toured the building yesterday. He will contact Mr. Howland today and report back next week. Selectman Lawrence inquired if there was anything in the building the Fire Department wanted and Chief Leel responded there was not.

Castonguay Trust: Selectman Lawrence stated the Board had an informal meeting last Thursday with an attorney from Keene regarding a small trust set up by Donald and Eleanor Castonguay. They are deceased and their daughter Lynn Carmichael is now the trustee. She would like to dissolve the trust and disperse the funds. The trust lists the Town as a recipient of funds to be used for maintenance of the Memorial Field playground and equipment. Selectman Lawrence made a motion to accept the money from the Castonguay trust on behalf of Lynn Carmichael. Selectman Doyle seconded the motion and it passed unanimously.

Parks and Recreation: Deb Holmes explained to the Board she was looking for an electrician to donate some time at the field. She asked if she could place "No Smoking" signs at the playground. Selectman Lawrence noted there is a policy which prohibits smoking on Town property. Deb will place the signs. She is also looking into smoke bins for butts. Deb noted the new DVR tapes will hold information for a month before erasing. Trees were cleaned up this past weekend at the field. She is looking into getting a modular unit for after school projects at the playground and is researching facts and figures. Posts at the volleyball court are being replaced by Director Goewey. Mindy and Deb discussed the placement of the cameras at the playground to produce the best results.

Minutes: Selectman Doyle made a motion to approve the minutes of the June 30, 2015 meeting. Selectman Lawrence seconded the motion and it passed unanimously. Selectman Doyle made a motion to approve the minutes of the July 14, 2015 meeting. Selectman Lawrence seconded the motion and it passed unanimously. Selectman Doyle made a motion to approve the minutes of the nonpublic session on July 14, 2015. Selectman Lawrence seconded the motion and it passed unanimously.

Frances Riggs: The Board received a copy of a letter sent by Mrs. Riggs to Debra Howland, Executive Director and Secretary, NH Public Utilities Commission, in which she expresses her puzzlement by their approval of the agreement between Liberty Utilities and Tennessee Gas.

Jim Murphy: Mr. Murphy asked the Board for help in grading of the shoulders on Turnpike Road in the area where the State just paved. Homeowners along the area have received letters from the Postmaster stating they will not be delivering mail after July 28. The area needs to be leveled off with

the road. Turnpike Road has been raised considerably. Selectman Lawrence stated he would call District 4 today to find out the plan for taking care of the problem.

Proposed pipeline: Karen Miller informed the Board the Pipeline Task Force is working on preparing for the scoping meeting. Wendy Freeman is drafting a letter from the Task Force to the Police Department, Public Works Department, Fire Department and Emergency Management asking for questions and concerns regarding the pipeline. The Task Force needs the information as soon as possible as the scoping meeting is July 30. Jim Hicks, Chief Carpenter and Chief Leel agreed to meet and prepare a list.

Karen presented a letter to the Board to be sent to the Chairman of the NH Public Utilities Commission regarding the Liberty Precedent Agreement from the NH Pipeline Coalition. Selectman Lawrence signed the letter.

Budgets: As half of the 2015 is over, the Board reviewed Department budgets with Department Heads:

Town Office:

- Joanne will estimate the amount to be spent in salaries, clerical assistant salaries, health insurance, life insurance, FICA, Medicare and retirement for the rest of the year to determine savings in those accounts.
- Communication line is at 31.27% funds remaining; the Fire Department has 32% funds remaining. Chief Leel stated the reason so much has been spent is that Comcast rates went up and were not anticipated. Departments were asked to estimate how much money would be needed for the rest of the year.
- Heat is at 33.03% funds remaining. DPW is -10%. Director Goewey explained there is no waste oil for heating the garage and there are three furnaces in the Green Center. The Green Center reimbursed the Town \$1,000 for heat. Joanne and Peter will estimate the amount for the rest of the year. Director Goewey added \$12,000 is expected from FEMA.
- Postage is at 25.7% funds remaining. Joanne will review.

Moderator:

- An election was held in March and there are no expenditures recorded. Joanne will review.

Town Clerk:

- Town Clerk was asked to determine if there will be any savings in her Department.

Elections and Registration:

- OK.

Auditor:

- Joanne will estimate deficits in this Department.

Board of Assessors:

- OK.

Treasurer:

- Joanne will review Treasurer and Deputy Treasurer lines to be sure they have been corrected.

Legal:

- Selectman line has 34.13% remaining.

Planning Board:

- OK.

Zoning Board of Adjustment:

- OK.

General Government Buildings:

- Maintenance line has 18.91% funds remaining. This line is used for inspections, permits, fire extinguishers, etc. Building Number 2 smoke detectors are to be replaced.
- Pool electricity is to be re-allocated to the Pool Department.
- Building Number 2 electricity line is for radios and lights. Director Goewey noted electric prices have gone up. He was asked to estimate an amount to be spent for the next 6 months. Emergency Management radios and the phone system are in Building Number 2. Warwick Mills will be paying for electricity once they are in the building. Director Hicks offered to get a quote on moving the radios to the Highway Department. Director Goewey added the 12 year old phone system needs to be upgraded at an approximate cost of \$30,000. Suggestion was made to put this in a warrant article.

Cemetery:

- Joanne to check if there are any invoices for labor or brush cutting.

Police Department:

- Communication line will be estimated for the next 6 months. The fuel line will have money left over as it was estimated at a higher price per gallon than actual.

Fire Department:

- Education line is at 42.26% funds remaining. Chief Leel did not anticipate going over this amount.
- Equipment repair line is at 42.28% funds remaining. Chief Leel stated this should be enough.
- Vehicle maintenance line lists a \$2,640.93 payment. This is from the accident with the fire truck. Joanne will check with Greg as to where this amount should go. Chief Leel added there is nothing he is aware of that should not be covered in the \$12,000 budget for this line.
- Supplies line is at 34.36 funds remaining.
- Office supplies line is at -10.21%. Deputy Chief Lund noted they had to replace their shredder.
- Electricity line is at 45.35% funds remaining. Chief Leel will estimate the amount to be spent for the rest of the year.

Building Inspector:

- OK.

Emergency Management:

- Director Hicks was asked if he has found a deputy and he responded he is still looking.

Tax Collector:

- Postage line is at 36.95% funds remaining. Tax Collector Olson stated that should be enough for the rest of the year.

Welfare:

- Director Traffie stated her budget was not looking good and she will probably go over her budget. She was asked to estimate how much money she will need for the rest of the year.

Department of Public Works:

- Heat to be reviewed.
- The part time summer/winter line has 11.11% funds remaining. Director Goewey noted he will not be doing roadside mowing so will save \$5,000 in that line.

- \$12,000-\$13,000 is expected from FEMA; \$17,000 was spent on the snow storm which included OT, sand, salt, fuel, PT.
- Director Goewey stated he will be \$25,000 over the bottom line of his budget.
- Director Goewey was asked to estimate expenditures for PT, OT, fuel and salt for the rest of the year.

Transfer Station:

- The trash bag line is at -26.76%. Director Goewey explained that one year he buys boxes of big bags and the next year boxes of small bags. Selectman Doyle asked why receipts for a month included one week at \$1,000, and other weeks at \$100, \$95 and \$250 and Director Goewey explained the large amount was from selling large bags to Hoppy's Store.

Conservation:

- The supplies line is at -174%. Joanne will review what was spent in that line.

The meeting adjourned at 3:20 p.m.

Respectfully submitted,
Joanne Meshna, Town Administrator

July 21, 2015 minutes approved by the Board:

BOARD OF SELECTMEN

George H. Lawrence, Chairman

Rebecca M. Doyle

Woody Meiszner

