

**Board of Selectmen
November 6, 2013**

Present: Kenneth S. Paul, Chairperson; Connie M. Twombly; Teresa A. Williams, Town Administrator; and Toni Bodah, Secretary.

Mr. Paul called the posted meeting to order at 5 p.m.

Mr. Paul moved to approve Payroll #23 in the amount of \$61,648.04. Ms. Twombly seconded the motion, which passed 2-0.

Mr. Paul moved to approve AP #47 in the amount of \$47,020.34. Ms. Twombly seconded the motion, which passed 2-0.

Ms. Williams presented a comparison of proposals from LGC and Primex for property liability insurance and workers' compensation. PLT used a lower modifier than Primex for property liability, as well as a lower yearly maximum percentage increase. This resulted in a lower cost than Primex by \$11,790. For workers' compensation, Primex's proposal was \$15,066 lower than PLT; but again, Primex cites a higher yearly maximum percentage increase. Primex indicates it would offer a \$10,000 discount should the Town decide to contract with them for both property liability and workers' compensation. PLT would require a 45-day written notice if the Town opts out of the current coverage. Ms. Williams spoke of the involved process required when shopping for these types of coverage. **Mr. Paul moved to accept the proposal of PLT for property liability insurance and to accept the proposal of Primex for workers' compensation. Ms. Twombly seconded the motion, which passed 2-0.**

Ms. Williams advised that only one proposal was received in response to the solicitation for cleaning of Town buildings (Town Hall, Public Safety Building and Annex). The original proposal was for \$32,500, an increase of more than \$13,000 over 2013's costs. Ms. Williams was able to fine tune the specs, with the bidder. The new total for all 3 buildings for 2014 would be \$27,820. It is anticipated that we would see better results with this new company. **Mr. Paul moved to accept the bid of After Dark in the amount of \$27,820. Ms. Twombly seconded the motion, which passed 2-0.**

The Code Department currently assesses a \$25 to review septic design plans. Once reviewed, the plans are generally returned to the property owner for submission to the State of NH. When the property owner submits the plans to the State, the Town does not always receive a stamped copy of the approved plan. Mr. Fogg would like to send the plans to the State from his office, as he believes the Town would more likely receive a stamped approved plan in return. It was determined that Mr. Fogg can request the property to supply a stamped envelope addressed to the State of NH when submitting the plans for Town review.

Ms. Williams will meet with a company regarding health insurance next week. She also expects other numbers regarding health insurance to be available at that time. Hopefully, she will have proposals for the Board to consider at the November 18 meeting, at which time warrant articles and capital reserve appropriations will also be considered.

Two proposals for new accounting software have been received. The costs range from \$18,600 to \$32,900. It was agreed that a separate warrant article for \$18,600 would be developed (not as part of the Technology Fund).

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There being no further business, the meeting adjourned at 5:47 p.m.

Respectfully submitted,
Toni Bodah, Secretary

Approval of Minutes:

Kenneth S. Paul, Chairperson

Richard C. Edwards

Connie M. Twombly