

**Board of Selectmen  
November 18, 2013**

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

Also present was Fire Chief Todd Nason.

Mr. Paul called the posted meeting to order at 5 p.m. Chief Nason provided photos of the two trucks that he plans to eliminate from the fleet. Tank 1 is 1967 International, while Engine 1 is a 1989 International. Chief Nason does not believe he would get much for Tank 1; however, he would hope to have whatever profit that could be realized go to the Fire Truck capital reserve fund. Because of the age of the units, they would not likely be accepted for trade. Ms. Williams explained that any funds generated from an outright sale would need to be applied to the General Fund. Perhaps the units could be brokered, with the funds being used to offset the purchase price of the new truck. Chief Nason will pursue this. He then provided a photo of a tanker similar to that which he would like to purchase.

The Board had previously discussed how best to fund this purchase, including the use of \$75,000 from the undesignated fund balance and \$75,000 to be raised via taxes. Possible scenarios were discussed. **Mr. Edwards moved to support a warrant article to raise and appropriate \$143,000--\$96,000 to come from the undesignated fund balance and \$47,000 to come from taxation. Ms. Twombly seconded the motion, which passed 3-0.**

Chief Nason was comfortable that an article for \$25,000 for the ambulance capital reserve fund would keep that fund on track.

The Board reviewed capital reserve appropriations for 2014 as previously discussed. It was noted that the current Highway Heavy Equipment CRF limits the Town to purchase certain equipment. A 2/3 vote would be required to change that language. A second CRF could be established for purchase of less expensive/lighter duty equipment. After considerable discussion, it was agreed that the Board would not attempt to change the original CRF language, nor would it support establishment of a second CRF. The Board will proceed with the \$10,000 appropriation for 2014 for the Highway Heavy Equipment CRF as previously discussed.

Aquifer Protection CRF: The Board had previously discussed dissolution of this CRF. Nate Fogg was to discuss this at the Conservation Commission meeting; however, Ms. Williams has not heard the result of that conversation. If this CRF were dissolved, the funds would go to the General Fund. **Mr. Edwards moved to support a warrant article to dissolve the Aquifer Protection CRF. Ms. Twombly seconded the motion, which passed 3-0.**

Town Hall Improvement CRF: The Board had previously voted to appropriate \$25,000 for this CRF. There are several possible projects for the main floor, including in the finance area, tax area and outside painting. The outside painting is most important. Mr. Paul believes we could spend \$20,000 to \$30,000 in additional opera house renovations. Mr. Paul suggests a \$45,000 appropriation for this CRF for 2014. **Mr. Moved to support a \$45,000 appropriation for the Town Hall Improvement CRF for 2014. Ms. Twombly seconded the motion, which passed 3-0.**

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Town Cemetery CRF: This CRF was created to develop the new Town cemetery. **Mr. Paul moved to support a warrant article to dissolve the Town Cemetery CRF. Ms. Twombly seconded the motion, which passed 3-0.**

The Board had previously discussed the possibility of having some percentage of Land Use Change Tax funds go to the Invasive Species CRF. Ms. Williams advised this cannot be done easily. **Mr. Edwards moved to support a warrant article to reduce the percentage of Land Use Change Tax being added to the established Conservation Fund from 100% to 50%. Ms. Twombly seconded the motion, which passed 3-0.**

The Cemetery Trustees have been discussing establishment of a special revenue account which would be funded by a portion of the fee charged for rights-to-inter. Their by-laws first need to be clarified.

Total appropriation for capital reserve funds at this point: \$344,750.

The Board had previously discussed the possibility of establishing a CRF for road projects. This could be accomplished through an expendable trust fund. **Mr. Edwards moved to support a warrant article to establish an expendable trust fund for road projects and to raise and appropriate \$75,000 for that fund. Ms. Twombly seconded the motion, which passed 3-0.**

The Transfer Station Manager has suggested the Town appropriate \$40,000 for a new truck. Mr. Edwards stated that a good, new pickup could be purchased for \$20,000. Ms. Williams stated that currently one road-worthy truck is shared by Transfer Station and Sewer, and one old truck (not road-worthy) is kept at the Transfer Station for plowing. It was believed that \$27,000 would cover a truck and plow. **Mr. Paul moved to support an article for \$27,000 for purchase of a truck and plow for the Transfer Station. Mr. Edwards seconded the motion, which passed 3-0.**

Mr. Edwards stated that Leroy Adams is seeking permission to trap on Town property on his own time. Ms. Twombly is concerned about trapping near areas where people like to fish, etc. Mr. Edwards believes the trapping would occur in the bog area near the lagoons. Ms. Williams will discuss in more detail directly with Mr. Adams.

Discussed a new/used bus for Parks & Rec use. **Ms. Twombly moved to support an article for \$47,000 for the purchase of a new/used bus for Parks & Rec, and to purchase gas and necessary repairs.**

**Mr. Paul moved to support an article for \$18,584 for the purchase of new accounting software. Mr. Edwards seconded the motion, which passed 3-0.**

Discussed the possibility of offering an article to make the Town Treasurer term be 3 years instead of 1. **Ms. Twombly moved to support an article to change the term for Town Treasurer to 3 years. Mr. Paul seconded the motion, which passed 3-0.**

It is possible to have \$5 per vehicle registration go to a special revenue fund for highway. No action taken.

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Ms. Williams presented a letter of resignation from Sam Morrill, whose last day with the Town will be November 23. **Mr. Paul moved to accept with regret the resignation of Sam Morrill, effective as of November 23. Ms. Twombly seconded the motion, which passed 3-0.**

The Board had previously discussed the list of potential properties to be deeded for non-payment of taxes. LGC has advised that the Board cannot refrain from taking property for the benefit of the property owner. In addition, several properties have been removed from the list as a result of recent payments. Therefore, the Board executed deed waiver forms for a total of 7 properties on the list of those eligible for deeding.

Ms. Williams had contacted CMA Engineers regarding the potential of extending the sewer system for Rocky Point residents, as well as investigating the flooding issues of Pump #1. CMA has provided a proposal for \$2500 to advise the Town on these issues. This cost would be paid through the sewer fund rather than the general fund. Mr. Edwards does not believe the Town should pay for engineering services for the possible sewer extension. Ms. Williams will communicate with CMA further.

Ms. Williams provided a comparison of 3 health insurance plans (including the current plan) for 2014. The best plan for the cost appears to be Harvard Pilgrim, to be administered by Davis & Towle. **Mr. Edwards moved to offer the Harvard Pilgrim plan to employees for 2014, and to increase the employees' contribution to 7%. Mr. Paul seconded the motion, which passed 3-0.**

Ms. Williams advised there would be no cost to have the flexible spending accounts administered through NHIT. **Mr. Edwards moved to have the flexible spending accounts administered through NHIT. Mr. Paul seconded the motion, which passed 3-0.**

Ms. Williams advised that there was no change in the dental plan offered through HealthTrust. **Mr. Edwards moved to continue with dental coverage through HealthTrust. Mr. Paul seconded the motion, which passed 3-0.**

There being no further business, the meeting adjourned at 6:55 p.m.

Respectfully submitted,  
Toni Bodah, Secretary

Approval of Minutes:

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Kenneth S. Paul, Chairperson

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Richard C. Edwards

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Connie M. Twombly