

**FINAL**



**WEARE BOARD OF SELECTMEN  
MEETING MINUTES  
March 19, 2007**

**PRESENT:** HELEEN KURK, CHAIRMAN; JOSEPH M. FIALA, VICE CHAIRMAN; DONNA M. OSBORNE, SELECTMAN; TOM CLOW, SELECTMAN; WENDY CLARK, SELECTMAN

**TOWN ADMINISTRATOR:** Fred Ventresco

**RECORDING SECRETARY:** Cherry Palmisano

**GUESTS:** Evelyn Connor, Peter Buono, Laura Buono, Mike Atkinson, Chief Begin, Chief Richards, Marge Burke, Janet Brown, Richard Butt, Margo McLeod, Deputy Chief Quigley, Mike Boyko, Frank Campana, Carl Knapp, Christine Hague, Lou Chatel, Donna Matheson, Joe Kelley, Bill Tiffany

**6:07 p.m. Chairman Kurk called the meeting to order.**

**Town Moderator, Ms. Laura Buono, swore in Ms. Evelyn Connor as Town Clerk of the Town of Weare, NH.**

**Ms. Connor swore in Ms. Janet Brown as a Cemetery Trustee of the Town of Weare, NH.**

**Ms. Connor swore in Ms. Marjorie Burke as a School Board Member of the Town of Weare, NH.**

**Ms. Connor swore in Ms. Heleen Kurk as a Selectman of the Town of Weare, NH.**

**Chairman Kurk moved, Vice Chairman Fiala seconded to enter into non public session @ 6:11 p.m. pursuant to the authority granted in RSA 91-A:3II (b&c). A roll call vote was taken, Selectman Clow – yes; Selectman Osborne – yes; Vice Chairman Fiala – yes; Chairman Kurk – yes. Passed 4-0-0.**

Chief Gregory Begin brought forth Jonathon Quigley to the Board for employment with the Town of Weare Police Department as a part-time officer.

**Chairman Kurk moved, Vice Chairman Fiala seconded to come out of non public session @ 6:25 p.m. A roll call vote was taken, Selectman Clow – yes; Selectman Osborne – yes; Vice Chairman Fiala – yes; Chairman Kurk – yes. Passed 4-0-0.**

**Ms. Connor swore in Ms. Terry Wahnowsky as a Library Trustee of the Town of Weare, NH.**

**Ms. Connor swore in Ms. Wendy Clark as a Selectman for the Town of Weare, NH.**

**Vice Chairman Fiala moved, Selectman Osborne seconded to hire Jonathon Quigley as a part time Police Officer of the Town of Weare at \$13.33 an hour. Passed 5-0-0.**

**Ms. Connor swore in Jonathon D. Quigley from Brookline, NH, as part-time Police Office of the Town of Weare, NH.**

**Ms. Connor swore in Ms. Margo McLeod as Supervisor of the Checklist of the Town of Weare, NH.**

## FINAL

**1. PUBLIC PARTICIPATION** – Mr. Frank Campana commented on Article 17, Revolving Fund for the Transfer Station, saying it was well explained on the ballot and if the article passed \$39,000 would be deducted from the budget. The Board discussed the amount has been deducted from the budget.

Mr. Campana hopes the Board will start to search for the funds needed for the employee raises. Mr. Campana also reminded the Board that the taxpayers also bear the cost of the employee's health insurance.

Mr. Campana asked for a rough number for the tax rate. Chairman Kurk said a rough estimate would be \$2.58. Mr. Campana said he calculated \$2.49 with the default budget and the passing articles.

Mr. Campana commented on the Town Report and said this is the second year that there are only a handful of town employees salaries listed. Mr. Campana said he does not know when the decision was made to eliminate the salary listings in the Town Report and he would like to see this information included again; he knows the information is available but he would like to be able to reference it in the Town Report to the fullest extent. Mr. Campana said the Fire Chief and Deputy Chief salaries are listed and he would like this done in the Police Department as well through all the ranks. Mr. Campana feels the public should be informed with this information. Mr. Campana said taxpayers who are delinquent are no longer included and he feels they should be.

Mr. Campana commented on the cover of the Town Report and the comparison pictures from the old and new center of town and how it has not changed much. Mr. Campana said he would like to see the center of town compared on the cover from 2006 to 2008. Mr. Campana expressed he was not in favor of the new WMS being in that location. Mr. Campana said the cover of the 2006 Town Report should be saved for history and feels it is of historical value. Vice Chairman Fiala said he is glad the gravel pit wasn't approved in the background. Vice Chairman Fiala said he likes the school very much and it makes him feel proud. Vice Chairman Fiala said tax delinquents should be listed as well; maybe it would help residents pay their taxes. Mr. Campana said he wouldn't like the delinquents listed in the Town Report to embarrass anyone but feels all residents should know what happens in town.

**2. DEPARTMENT HEADS** – Ms. Connor thanked all residents that took the time to come out and vote; there were 1,340 voters. Ms. Connor said dog license letters went out today and asked residents to please inform the town if they no longer have the dog or if the dog passed away. Ms. Connor said Dr. Dutton will be holding a rabies clinic for cats and dogs on April 4, 2007 at the Town Hall from 5:30-6:30 p.m. the cost is \$10.00. The Town Office will be open that night so you can license your pet as well. If your pet is spayed/neutered the cost is \$7.50 if not the cost is \$10.00 and an owner with over 5 dogs in a fenced in yard pays \$20.00 for the group.

Officer Peterson and Officer Cox brought forth the recently voted in Union Police Contract for the Boards signatures. Officer Peterson thanked the Board for their support through the entire process and thanked the voters of Weare who supported them as well.

Chief Begin asked the Board to sign the documents for the lease contract for the police dispatching agreement.

Chief Begin brought forth the Highway Safety Project Grant, which is 15-4 hour speed patrols, done before or after an officer's shift. Chief Begin informed the Board the grant will be 100% funded by Highway Safety with a signature from the Chairman of the Board of Selectmen and Mr. Fred Ventresco. Selectman Clark asked if the Police have to do anything other than what the grant states. Chief Begin said the grant is 100% funded. Chairman Kurk asked if the town has to pay insurances or FICA. Chief Begin said it is included in the grant. Chief Begin said each quarter you can apply for these 100% funded grants. Chairman Kurk asked what if an officer goes over the 4 hour timeframe allotted with the grant and still has to do the paperwork. Chief Begin said in that rare case they could ask another officer to file the paperwork.

## FINAL

Chief Richards said they would like to move forward with the Forestry Truck Special Warrant Article; he has a signed purchase and sales with M&M Ford and needs the Boards signatures for approval. Vice Chairman Fiala asked how much more it will cost to equip the truck. Chief Richards said approximately \$13,000 and they will be transferring some old equipment to new vehicle. Mr. Bill Tiffany said the dealer gives them a 1 month power train warranty only but there is an option for an extended warranty; 3/36 warranty with a \$100 deductible will cost \$1,745 and a \$200 deductible will cost \$1,605. Chairman Kurk asked if extended warranties have been purchased in the past. It was discussed they have not. Selectman Clow asked if this would extend the power train warranty. Mr. Tiffany said yes and the 36,000 miles starts from the mileage that is on the truck now and covers the power train and all items listed.

Vice Chairman Fiala asked the Fire Department for their preference. Mr. Tiffany said they have not discussed it yet but wanted to bring it forth to the Board for their decision. Chief Richards said the vehicle might only be used 3-4,000 miles a year. It was discussed the town vehicles get maintained regularly. Mr. Carl Knapp said the town does not usually purchase extended warranties. The Board discussed it was a gamble either way. Mr. Tiffany said the owner of the dealership told them he had just invested a lot of money in the front end (ball joints and shocks) of the 2003 F-350 because he has been plowing with the vehicle. Mr. Tiffany said the truck is not a fancy model but does have a few electronic items. Chief Begin feels buying the extended warranty for \$1,800 would be a good investment/insurance policy for the town. Ms. Connor asked if a mechanic should look at the vehicle before the town purchases it. Mr. Tiffany said that is a good point but the Ford Dealership has been in business for 30 plus years and he has confidence in the dealer and the vehicle appears to be in good shape.

**Selectman Osborne moved, Vice Chairman Fiala seconded for the town to purchase the extended warranty with a \$200 deductible for \$1,605 for the Forestry Vehicle. Motion withdrawn.**

Selectman Clark feels the vehicle will not be used every day and feels the warranty is not needed. Selectman Clow feels the vehicle will not be putting on many miles and feels the likelihood of a costly repair would be unlikely. Vice Chairman Fiala said Fords are very reliable. Mr. Tiffany said since they first looked at this truck it has come down \$1,500. Mr. Tiffany said his personal opinion is the warranty is a gamble but feels they should purchase it. Mr. Knapp commented that the drive train is only covered for the 1 year. Mr. Tiffany commented that the price went down so to invest the \$1,800 would not be a huge difference. Chief Richards said he could use the \$1,800 elsewhere and does have a line in his budget for repairs. Selectman Clark asked if they should have someone look at the vehicle.

Mr. Knapp said if the warranty covered the drive train or transmission he would say buy it but it does not so he recommends the town does not purchase the warranty. Selectman Clow said he thought the warranty covered the power train in addition to the items listed. Mr. Ventresco asked if the book value was checked on the vehicle. Chief Richards said he researched vehicles and this is the best for the value and has less mileage.

The Board decided no warranty will be purchased.

**Vice Chairman Fiala moved, Selectman Osborne seconded to purchase an F-350 Model 2003 pickup for \$20,123 from the Forestry Vehicle Fund as authorized in Article 14. Passed 5-0-0.**

**Vice Chairman Fiala moved, Selectman Clow to authorize the purchase of the skid unit equipment and accessories up to \$20,000 from the Forestry Vehicle Fund as authorized in Article 14. Passed 5-0-0.**

The Board signed the agreement for the Fire Dispatching.

Chief Richards informed the Board the base station on the hill died again the other day. Chief Richards said this is a Capital Improvement item and he is working up prices to get the equipment on the hill replaced. Chief

## FINAL

Richards said they have a contract that says if the equipment is not working the repair man has to be on the hill working to repair the equipment within 2 hours.

**Vice Chairman Fiala moved, Selectmen Clow seconded to appoint Heleen Kurk as Chairman of the Board of Selectmen until 2008. Passed 4-0-1. Chairman Kurk abstained.**

**Vice Chairman Fiala moved, Chairman Kurk seconded to appoint Selectmen Clow as Vice Chairman of the Board of Selectmen until 2008. Passed 4-0-1. Vice Chairman Clow abstained.**

### **3. JOINT LOSS COMMITTEE TO PRESENT SAFETY RECOMMENDATIONS**

Ms. Christine Hague informed the Board the Committee is happy to be moving ahead again. Ms. Hague distributed information to the Board for reinstating the safety program with the employees of the town. There is a program in place but it has not been overhauled since 1993. The Committee members are Evelyn Connor, Carl Knapp, Chief Begin, Ray Eaton and Chris Hague. They have monthly meetings and at their last meeting they set up packets for each employee and new hires as well to make sure everyone is aware of the safety policies in town.

Ms. Hague said the Committee has been working with Primex. Basically the policy says you will obey the laws and are obligated to be safe. Ms. Hague said they only made changes to the Town of Weare Employee Safety Responsibilities #15, which states an employee must notify a supervisor of any discrepancies that are observed in the workplace. The policy includes all employees covered under the town's Primex insurance including Fire and Police; Library and Fire Wards are separate entities. Ms. Hague said they discussed these responsibilities at great lengths in their meetings. Ms. Hague said they decided they needed one form for supervisors to get to the Joint Loss Committee. Ms. Hague said internally all department reports will differ. The Accident Incident Recommendation Form alerts the Joint Loss Committee. Selectman Clark asked about Worker's Compensation Forms. Ms. Hague said it is in the package and has to be reported up the chain within 5 days.

Ms. Hague said they spent a lengthy amount of time on the Emergency Information Form. This form is for employees to list persons to notify along with any special instructions which would be useful to an emergency team. This information would remain confidential and will be kept in a sealed envelope in the employees personnel file and only comes out if there was an emergency. There would also be a duplicate form in an envelope containing the whole departments form in case of a group emergency. Ms. Hague said they have allowed for employees to choose this option to fill out this form. Selectman Clark said you might want to include an option as to what hospital you prefer listed on the outside of the envelope. Ms. Hague said they need the Board's approval to begin using these forms. Selectman Clark said she feels the forms are a good idea. Selectman Clow said he does not feel they should include the line where the employee could decline the information and feels this information should be available. Mr. Ventresco said the line is included to protect the town from liability in not having the information available because the employee declined the information. Ms. Hague said if they knew the employees physician then they could obtain the information from the physician. Ms. Hague said they are asking for this form so someone wouldn't be given the wrong medication and the information to be available for EMTs. Chairman Kurk said the line should be available for employees to decline the information.

Ms. Hague said the hard part that will take them some time is to call the Life Safety Remediation listed by building, the Joint Loss Committee feels they need to do as much for this list as they can. Ms. Hague said this sheet has items that need immediate attention and when completed will be marked on the spreadsheet. Ms. Hague said the Labor Department is not looking to have everything completed at once but steps need to be taken to complete and estimates need to be collected for items. Ms. Hague said they are asking for a date to be set to come back and have the Board inform them of any actions taken towards the list. Chairman Kurk asked why the fire escape needs a roof. Ms. Hague said it states it in the Labor Laws. Ms. Connor said she thought the

## FINAL

whole set of stairs needed to be covered. Ms. Hague commented on the stairs on the 2<sup>nd</sup> floor exit are very narrow and this needs to be researched. It was discussed Mr. Chip Meany should be included in the Committee or asked to attend meetings that pertain to building safety. Chairman Kurk said the Committee is already informing the Board that the first 3 items on the list will be taken care of.

Ms. Hague said the Committee has discussed the fact that they have no funds available to achieve any of these items. Ms. Hague hopes the Joint Loss Committee and the Board of Selectmen can work together. Chairman Kurk said the higher priority should be the ventilation in the Highway Barn. Selectman Rice asked if the town has a fund for maintenance. It is a very small fund; Building and Maintenance Fund. Ms. Hague said the Board has identified items that have Capital Improvement need and the Joint Loss Committee has recognized these needs outside of those needs. Vice Chairman Clow said if it is a safety concern it has a better chance of passing in an article. Ms. Hague said once the Board approves the forms the Committee will have them available to all employees. The Board will discuss the items on the list at their next meeting. Ms. Hague asked the Board for their updates on the list in the beginning of May.

#### **4. CONTINUATION ON CHANGING THE SOLID WASTE FLOW CONTROL AND ORDINANCE REGARDING COMMERCIAL HAULERS, THE LICENSES THEREOF**

Mr. Knapp said they previously discussed a \$100 fee per year for each commercial hauler. The fee was \$50.00 with an annual renewal of \$10.00. Mr. Knapp said they will be asking for \$100.00 per year no matter how much they haul. Chairman Kurk asked if all commercial haulers haul the same amount. Vice Chairman Clow asked how many commercial haulers they have. Mr. Knapp said there are 3 large haulers and numerous smaller haulers; there were 7 at one time. Vice Chairman Clow asked how the commercial haulers are with recycling. Mr. Knapp said they are aware of it and it is getting much better. Mr. Knapp said it is not just the commercial hauler; it needs to be done from the customers they pick up from. Mr. Knapp said if the recycling keeps growing we will see substantial decreases in the budget. Mr. Knapp said commercial haulers in most towns are being charged by weight. Mr. Knapp said one way of doing it is not charging them for recycling disposal and giving them credits based on their recycling; that cost will be passed on to residents. Mr. Knapp said the theory behind this is to force people to recycle. Mr. Knapp said this is a change to the ordinance which was adopted at Town Meeting in 1985. The flow control began in 1989. Selectman Fiala asked what the haulers responses were. Mr. Knapp said it is not a substantial fee in comparison to what they are paying in other communities.

Mr. Knapp said he would like the annual renewal license fee of \$100.00 to be effective April, 1, 2007. Vice Chairman Clow suggests holding a yearly registration. Mr. Knapp said the ordinance and recycling ordinance will be included in the ordinance and they will have to sign that they were read. Mr. Knapp feels the applications should be made available at the Transfer Station and the Town Clerk's Office. Selectman Clark asked if there is a fee for violations. Yes, it is included in the ordinance. Mr. Knapp said he is the one ultimately responsible at the Transfer Station and will be the one who will enforce the haulers to abide by the ordinance.

**Selectmen Fiala moved, Selectman Clark seconded to amend the Solid Waste Flow Control Ordinance Section 4 Paragraph B from \$50.00 to \$100.00 and Paragraph F from \$10.00 to \$100.00. Passed 5-0-0.**

#### **5. APPROVE EXPENDITURE OF FUNDS FROM THE TOWN FOREST ACCOUNT AND TO APPROVE LAND PURCHASE FOR THE CONSERVATION COMMISSION**

Mr. Mike Boyko informed the Board there is a delay in the process on the part of the landowner. Chairman Kurk said they have been advised by PWA to take it up so everything is ready. Mr. Boyko said they have been dealing with the property owner of Tiffany Hill to add 63.5 acres to the existing Chevy Hill Forest. The purchase price of the land is \$320,000. Mr. Boyko said \$210,000 has been approved to come from the Conservation Commission, \$80,000 needs to be approved by the BOS to come from Town Forest Fund and another \$30,000 came from local donators with an additional \$10,000 pledged to provide for the easement when

## FINAL

the land trust such as PWA takes over the responsibility. Article 26 was approved by the voters 879 to 398, so the support is there. The Purchase and Sale that is outstanding is between the PWA and the landowner, were originally looking too close on Thursday, now landowner needs to delay. So an extension of the Purchase and Sale will be obtained for 90 days or longer. The landowner feels they can move forward within 60-90 days. It was discussed they should have the deed in hand a few days prior to closing so the Board can review as well as Attorney's. Mr. Boyko asked the Board if they are ready to go forth with the authorization contingent upon reviewing the deed prior to closing. It was discussed the Board is the agent to expend from the Town Forest Fund.

**Vice Chairman Clow moved, Selectman Osborne seconded to expend \$80,000 from the Town Forest Fund for the purchase of land on Tiffany Hill adjacent to Chevy Hill contingent on the acceptance of the deed by the town attorney. Passed 5-0-0.**

### 6. MEETING MINUTES

**Selectman Osborne moved, Vice Chairman Clow seconded to accept the minutes from February 5, 2007 as amended. Passed 4-0-1. Selectman Clark abstained.**

**Selectman Osborne moved, Vice Chairman Clow seconded to accept the minutes from February 19, 2007 as amended. Passed 4-0-1. Selectman Clark abstained.**

**Vice Chairman Clow moved, Selectman Osborne seconded to accept the minutes from February 26, 2007 as amended. Passed 4-0-1. Selectman Clark abstained.**

**Vice Chairman Clow moved, Selectman Osborne seconded to accept the minutes from March 5, 2007 as amended. Passed 4-0-1. Selectman Clark abstained.**

**Vice Chairman Clow moved, Selectman Osborne seconded to accept the minutes from December 28, 2006 as written. Passed 3-0-2. Selectman Clark and Chairman Kurk abstained.**

**Vice Chairman Clow moved, Selectman Fiala seconded to accept the minutes from January 8, 2007 as written. Passed 3-0-2. Selectman Clark and Chairman Kurk abstained.**

### 7. AWARDING BID FOR THE BOLTON MEMORIAL PARK DEVELOPMENT PLAN

Selectmen Fiala informed the Board PARC had received 2 proposals for the development of Bolton Field; GeoInsight \$12,000 and Barker \$10,120. PARC unanimously voted on the bid from GeoInsight for \$12,000 because they seem to have a clear idea of what PARC wanted and GeoInsight seemed to give examples in the proposal that were close to what they were looking for even though the price is higher. Vice Chairman Clow said this evolved before he was on the Board and he wonders what that company will be giving back to PARC. Selectman Fiala said GeoInsight will be providing a topographical survey, crafting a master plan and an implementation plan. GeoInsight also spelled out how many times they will meet to discuss the plan in their bid. At hand at the end will be a master plan that includes all remaining items left to be included within the plan. Selectman Fiala said the proposal really is to create a plan for Bolton Field. Selectman Fiala said the plan should include parking, concession stand, restrooms, possibly tennis court depending on the availability of space and seating around football field. Selectman Fiala said parking is of great importance and the remainder of the land needs to be rearranged and the amount for the bid is to develop the plan.

Chairman Kurk said they have had vandalism in the past at Bolton Park, wondering if the plan includes winter months. The park has been closed since the snow fell and should open when the snow clears. Selectman Fiala said Mr. Meany has been guiding them through the process. Mr. Ventresco asked if when the plan is complete they will have bid specs to go out for bid on what needs to be done. Chairman Kurk asked about the bid from Barker. Selectman Fiala said they felt GeoInsight was more thorough in their bid and gave more information.

**FINAL**

It was discussed the expenditure of \$10,000 was approved in 2006 for the development of Bolton Field and the Recreational Development and Improvement Fund includes \$11,000 for Ineson irrigation, \$6,000 just approved into that fund and funds for the tennis courts.

Selectman Fiala said the date on the bid is passed due.

**Selectman Fiala moved, Vice Chairman Clow seconded to authorize the expenditure of \$12,000 from the Recreation Development and Improvement Fund to hire GeoInsight out of Manchester to create the Bolton Field Development Plan. Passed 5-0-0.**

**8. MANIFESTS**

**Chairman Kurk moved, Selectman Osborne seconded, to authorize the Board of Selectmen to sign Manifest and order the Treasurer to sign checks dated March 22, 2007. Passed 5-0-0.**

|                         |                           |
|-------------------------|---------------------------|
| <b>Accounts payable</b> | <b>\$528,990.71</b>       |
| <b>Gross Payrolls</b>   | <b><u>\$33,406.20</u></b> |
| <b>Total</b>            | <b>\$562,396.91</b>       |

**9. BUDGET DISCUSSION**

Chairman Kurk said they are working on a default budget and they said they would try and figure out how they would give raises. Chairman Kurk said she went through the default budget and thought is in order to make this work they will need to pull the salary increases to 2.7 or 3.0 and meet with all the Department Heads to see what they can maneuver to accommodate the raises. Chairman Kurk said she really does not want to make this decision without included the Departments. Chairman Kurk said they are given a bottom line budget and they have discretion as to how it is dispersed. Chairman Kurk would like to invite the Department Heads to the next meeting for their input. Chairman Kurk said the default budget was lean and something will have to give.

Vice Chairman Clow said they should go back to the personnel policy, not to just depend on the evaluations going across the board. Vice Chairman Clow said since there has never been a review of the personnel policy they should follow the personnel policy as it would have created a differentiation in the raises anyway and then present the Department's with an amount to disperse. It was discussed there are 2 employees with a 3.6%, most employees are at 3.0% and 2 employees are 2.6%. The Board discussed calculating what the evaluations amount to and have Ms. Pelletier work up different figures like 2.5% across the board. Vice Chairman Clow said they are going back to what was an expectation of the employees anyways and said when it became a discussion of a cost of living raise instead of an evaluation increase it shut the Finance Committee down.

Vice Chairman Clow said in considering the Highway Department and wonders if they could use the highway construction money to cover their raises but is unsure if Mr. Knapp would agree or not. Vice Chairman Clow said the Police have their increases through their contract so the largest block we are dealing with is in the Highway Department and if some of these funds could come out of the Highway Construction money this could help in the Highway Department.

Selectmen Fiala said they have had discussions before about closing the Transfer Station one day a week and wondering if some of the Transfer Station hours could be transferred to Highway. Selectman Fiala said he knows the purpose of closing the Transfer Station one day a week was to help the employees get things done, but wonders is this is an option.

Selectman Fiala said PARC put a hold on all activities and concerts and froze the senior line as of April 1, 2007. Selectman Fiala said PARC's biggest concern is they ran out of money to run Chase Park last year and they don't want to end up in that situation again.

## FINAL

Selectman Clark said it is odd to her that the raises are not done on an evaluation basis. Selectman Fiala said everyone knows what everyone makes and sometimes it causes a negative effect. Selectman Clark asked if all employees have goals in their evaluation forms. Chairman Kurk said Mr. Ventresco evaluates the Department Heads and the BOS evaluates Mr. Ventresco. Selectman Fiala said they do have the evaluations but are not tying the evaluations to the raises yet.

Vice Chairman Clow said there should be a scale based on other community's salaries. Vice Chairman Clow said the direction the discussion is taking is if the employee meets their goals in performing the job then they get the 3.0 if they are not meeting their goals they get no increase. Vice Chairman Clow discussed if an employee's salary range was from \$12.00 to \$16.00 an hour, how long it takes them to get there, if doing their job in a proficient manner, if you don't make it, you don't get a raise. This is the direction the Committee is going and has chosen 5 towns to do a comparison on. Chairman Kurk said we need to deal with this now and get a breakdown from Ms. Pelletier if they went to the reviews and used each employee's review to determine the amount. Mr. Ventresco said he feels the Department Heads should review the numbers for each employee and get the information back to Ms. Pelletier. In taking out the Police contract there are 34 employees.

Mr. Ventresco said it could be done with each individual review, but recognizes it will take time. Chairman Kurk said maybe Ms. Pelletier will have an idea of the best way to have this done. The Board decided to have Ms. Pelletier research this and they will discuss it again on April 2, 2007 and when they reach a decision it will be retroactive to April 1, 2007. Last year there was an increase across the Board. Vice Chairman Clow said they want to make sure Department Heads are very specific on what they had to cut to obtain the raises. Chairman Kurk said she reviewed the budget and came up with \$2,000 at best to use towards raises. Chairman Kurk said it is a tight default budget. Vice Chairman Clow commented that they are still the \$100,000 short from the previous year.

Mr. Ventresco commented on the budget being short from the previous year and wants to encourage all Department Heads to be conservative with everything to try and obtain the raises. Chairman Kurk asked Mr. Ventresco to have conversations with the staff regarding the possibility of changing operation hours.

### 10. CORRESPONDENCE

Selectman Osborne commented on the Union Police Contract specifically in regards to uniforms and dry cleaning. Selectman Osborne said a request of \$7,000 for uniforms was in the budget and a request of \$5,200 was in the contract. Vice Chairman Clow said when the question came up before to Chief Begin the extra funds were needed to equip new officers. Selectman Osborne said Deputy Chief Quigley's and Chief Begin's uniforms are not included in the Union Contract. Chairman Kurk asked Selectman Osborne to meet with Chief Begin to come to a decision.

Chairman Kurk said they need to reapprove the calendar. It was discussed the Board meets on the 1<sup>st</sup> and 3<sup>rd</sup> Monday of each month and if there is a 5<sup>th</sup> Monday. The Board meets more often during budget season as needed.

Chairman Kurk said they received the US Census Bureau Newsletters and they are having a workshop Friday, March 30, 2007 at the Southern New Hampshire Planning Commission and they encourage attendance. The US Census Bureau wants to make sure they have all the developments listed in town.

Chairman Kurk said they have some options in resolving the wording situation regarding Article 13. Option 1 is to hold a special meeting at a cost of \$2,000, option 2 they could forget about the \$6,000 all together and send it back to the taxpayers, option 3 the intent of the voters was clear to have \$6,000 go into this fund even though it was not named correctly. Vice Chairman Clow said the logical thing to do would be to go with option 3 because it was the intention of the Board and the voters for the funds to be in the Recreational Development and

## FINAL

Improvement Fund. The Board agrees the intent of the voters was for the \$6,000 to go into the Recreational Development and Improvement Fund.

Chairman Kurk had a call from the SAU asking them if the recount does not go in the favor of the school they will be asking for a Special Meeting and is asking if the town wants to join the school and request a revised budget. Selectman Fiala wants to make it clear they have the option available to them but they don't want to take the option. The Board discussed even if the School Board goes forward with the Special Meeting they are not in favor of a Special Meeting for a revised Town Budget.

**Selectman Fiala moved, Selectman Osborne seconded that the Board under RSA 40:13-10 and 16 call a Special Town Meeting to consider a Revised Operating Budget. Failed 5-0-0.**

Mr. Ventresco informed the Board now that the Savaria property has passed they need to move forward and get the land surveyed. It was discussed the money for the survey will come out of the Mildred Hall Trust. Mr. Ventresco will contact Art Siciliano and Mr. Dahlberg for a quote for a boundary survey.

Mr. Ventresco said Ms. Merry Rice requested he bring up the need for a cut off date to request something be on the Board of Selectmen Agenda. Ms. Rice sends the agenda out Thursday afternoon and any request need to be to her by Thursday noon.

Mr. Ventresco told the Board Mr. Jim Blouin was in to see him on behalf of the Scouts. Mr. Blouin wants to inform the Board the Scouts are not leaving the Town Hall in disorder.

Mr. Ventresco commented on the Dale Gordon request for a Conservation Easement; the attorney said it is not possible according to the ordinance.

Mr. Ventresco told the Board there are important documents regarding eminent foreclosures which require action to be taken 2 weeks before May 11, 2007. If the Board does have questions they need to get them to Judy Rogers, Diane Lamb or Mr. Ventresco.

Mr. Ventresco informed the Board there is a leak at the Library; they have a claim with insurance with a \$1,000 deductible and beyond that Primex will cover.

Mr. Ventresco gave the Board an update on the Ethics Committee regarding the issue to put a position on the ballot this year. Mr. Ventresco received a reply back from Local Government Center and it turns out we cannot call a special election; it is up to the Ethics Committee to appoint that position for a 3 year term. Vice Chairman Clow said the whole committee was set up by the Town Moderator and should have been brought up by the Town Moderator. Local Government Center said it was the Town Clerk's position to bring it forth.

Mr. Ventresco said they received the bills for the Town Report which came in more than the bid because of issues concerning distance and UPS shipments. The original bid was for \$7,000 the final bid came to \$8,500. Mr. Ventresco said he recommends next year the printer should be no further than Concord or Manchester. Mr. Ventresco said the way the Town Report came out reflects the hard work of the staff.

Motion to adjourn at 10:35 p.m.

## 11. ADJOURNMENT

A True Record.

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Cherry Palmisano, Recording Secretary