

Richard Bennett

John Allen

Bob Thompson

**Selectmen's Meeting  
September 25, 2018**

**Present:** Richard Bennett, Chairman; John Allen, Selectman; Bob Thompson, Selectman

**Visitors:** Town Administrator Julie Atwell, videographer Hank Benesh, Fire Chief Jay Henry, Road Agent Pat Kelly, Building Inspector Kevin Bennett, Town Treasurer Kathleen Dougherty, Jerry Dougherty, Bea Davis, Margie Furlong, Carolyn Minton

The meeting was called to order at 3:15pm. The Selectmen then entered into nonpublic session.

1. Call the Meeting to Order
2. Non-Public

RSA 91-A:3 II(a) - The dismissal, promotion or compensation of any public employee or the disciplining of such employee, or the investigation of any charges against him, unless the employee affected (1) has a right to a meeting, and (2) requests that the meeting be open, in which case the request shall be granted.

3. Approval of Minutes

- a. Selectmen's Meeting – August 28, 2018 **Selectman Thompson, made the motion to approve the minutes as written. The motion passed unanimously.** However, there was a discrepancy in the dollar amount of the grant from the August 28, 2018 minutes that should be correctly stated to read, \$2333.25. Corrections will be made.

4. Update on Action Items

Next Selectmen's Meetings:

Tuesday October 9, 3:30 pm

Tuesday October 23, 3:30 pm

Selectman Thompson mentioned the Double Head Parking lot is well underway and appears on schedule to completed by winter.

5. Pay-As-You-Throw – Selectman Thompson attended a seminar in Concord, and has done much research regarding the Pay As You Throw option as an attempt to reduce the towns' solid waste expenses, to provide an incentive to recycle, and to eventually have the Transfer Station become a revenue neutral facility. He provided a printout with information from around the state of which towns are currently utilizing this method, how they distribute the bags, etc. He recommended we start disseminating information so that a dialogue can begin as to whether we might want this on the ballot as a warrant article for both towns to vote on. Jerry inquired about current costs and efficiencies and would like to compare them to what we might be looking at under the Pay As You Throw program. Selectman Allen wondered what would happen if one town voted it in and the other didn't. Selectman Thompson felt that the town that voted it in would realize revenue from the sale of the bags and they would have a decrease in their solid waste disposal. The other town would continue with business as usual but may see an increase in their solid waste amounts.

## 6. Building Inspector

- a. Weekly Report - Kevin Bennett reported the Dana Place is coming along well with the sprinkler system nearly completed. Rough plumbing, wiring and sheetrock are currently going in the last couple of units.
- b. Building Permits
  1. 2018-79/ V10 - L15/ Owner - Murphy/25 Alpine Dr/permit renewal - decks
  2. 2018-80/ V02 - L10S1-C12/ Owner - Murphy/20 New Madbury Ln/add full bath in basement
  3. 2018-81/ R12 - L156/ Owner - McIsaac/Pine Brook Rd/New 3bdrm, 2.5 bath house
  4. 2018-82/ V10 - L1-F/ Owner - JBC Revocable Trust/12 Wildflower Ln/addition and remodel

## 7. New Business

- a. NHDOT letter - The Selectmen signed a letter of thanks to the NHDOT for their timeliness and attention to detail on the recent repair and maintenance of the Covered Bridge.
- b. Trustees of the Trust Funds - A correction to be made to the Bartlett - Jackson Ambulance Capital Reserve fund...the correct amount should read; \$367.05

The Board of Selectmen request the following withdrawals from the Trust Funds as indicated below:

\$65,000 from the Road Reconstruction Capital Reserve Fund (0064)

- Pike Industries, Inc. , Dated 8/21/2018, Invoice # 38228

\$30,000 from the State Aid Reconstruction Expendable Trust Fund (0058)

- Pike Industries, Inc., Dated 8/21/2018, Invoice # 38228

- c. Liquor License Request - J-Town Deli requested permission to serve beer and wine on premises. **Selectman Thompson made a motion to approve the request. The motion passed unanimously.**
  - d. Cemetery Lot Agreement -Approval of a lot in the village cemetery for Edward Venti. **Selectmen approved unanimously.**
  - e. Donations - Recent requests to donate funds towards a commemorative event to be placed on the Covered Bridge brought about discussions regarding the need for a town policy to accept donations. The bridge is state property but one idea that arose was to have names engraved on bricks that are part of the Library patio in the rear of the building. It was agreed to involve the Library Trustees to see if this was a feasible option and the town would be willing to assist with the responsibility of implementing a policy and pricing.
- ## 8. Old Business
- a. Transfer Station updates- Pat mentioned the pads are done and they are waiting for the delivery of four 40' containers. They will use a crane to set them on the pads once they arrive. Some diagonal lines still need to be painted in the recycle area. Selectman Allen said they will revisit additional improvements after the winter with a possible need for more paving in places.
  - b. Solar Project - Selectman Thompson met with ReVision and they are now looking at the panels on the Town Garage, Fire Department and the Whitney Community Center. Panels on those three buildings could support, at a minimum, 90% of the town and school

buildings electrical needs. ReVision hopes to present their findings to the town in October.

- c. Budget – (1<sup>st</sup> meeting of month) Information will be presented at the October 9<sup>th</sup> meeting.
- d. Office Personnel Policy – Critical Incident Stress Management - Chairman Bennett explained that Chief Perley has a well researched policy in place in the Police Departments' Policies and Practices Manual that also applies to the Fire Department, Highway Department, etc. that the Selectmen would like to add to the Town's Personnel Policy. The policy recognizes that we have supports in place if/ when employees have difficulties arising from dealing with a catastrophic situation; ie, loss of life, accidents, etc. **Selectman Thompson made a motion to approve the policy and the Catastrophic Time- off Pool Policy. The motion was seconded.** Discussion followed to define the Catastrophic Time off Policy as a separate policy which allows colleagues to donate their allocated PTO or Sick time to a fellow employee that may be undergoing a catastrophic illness, injury or event in which they have used up their own sick time. **The motion was unanimously approved for both policies to be added to the Personnel policy.**

9. Public Comment -

Carolyn brought attention to the fact that the bench her family donated in memory of her husband, located in town by the river, was being overgrown by knotweed. Pat said they will have the knotweed 'specialist' take a look at it and they will pursue best practices to take care of it.

(Public Comment is a time when town residents can bring matters before the Board. Comments should be short and to the point. Speakers are allotted up to two minutes each to make their comment. Except in unusual circumstances, any matter presented under "Public Comment" will not be debated or acted upon by the Board at the time it is presented. All remarks and dialogue in public meetings must be respectful and courteous, free of rude, personal or slanderous remarks. Inappropriate language and/or shouting will not be tolerated. Furthermore, no person may offer comment without permission of the Chair, and all persons shall, at the request of the Chair, be silent. No person shall disrupt the proceedings of a meeting.)

With no further business to attend, the meeting was adjourned at 4:35 pm.

Respectfully Submitted By,

Gloria Hutchings