

Selectmen's Meeting Minutes

November 3, 2008, 5:00 p.m.

Corner Meeting House

Vice Chairman Caldwell called the meeting to order at 5:00 p.m.; also present were Selectman Pike, Chairman Cormier(5:55), Town Administrator K. Jeanne Beaudin, Administrative Assistant Cary Lagace, Public Works Director Jim Fortin, Glenda Hill, Wallace Rhodes, Shayne Duggan, Deputy Fire Chief Sean McCarty, Police Chief Vinnie Baiocchetti, David Morse, Eric Zygmunt with the Winnisquam Echo, Harrison Haas of the Citizen, and Ray Carbone with the Laconia Daily Sun.

Those present stood for the Pledge of Allegiance.

Heritage Commission Appointment

Town Administrator Beaudin explained that she had received an email from Linda Frawley expressing that she had someone interested in filling a vacant position on the Heritage Commission. Town Administrator Beaudin advised her to have that individual submit a letter of interest to the Board of Selectman. Shayne Duggan submitted a letter of interest for the position that the Board reviewed. Selectman Caldwell expressed that she has several good interests and felt comfortable with appointing her to the commission.

Selectman Pike moved to appoint Shayne Duggan to the vacant position on the Heritage Commission. Selectman Caldwell seconded and the motion passed unanimously.

Conservation Commission Grant Application

Land Use Technician Rick Ball had submitted a request for the Board to authorize the Conservation Commission to submit a grant application for funding to assist with the Tioga River Wildlife area program(the former Harker property).

Selectman Pike moved to allow the Conservation Commission to submit the grant application. Selectman Caldwell seconded and the motion passed unanimously.

Outstanding Budget Items
Insurance not Allocated Elsewhere

Town Administrator Beaudin noted that in the budget is Workers Compensation, Property Liability and Insurance Contingency. She noted that the Contingency line did not need to be used in 2008, there is a slight increase in Property Liability due to an increase in values, and Workers Compensation is down slightly.

Selectman Pike moved to approve line items 4196-616 to 4196-626 as proposed at \$128,500. Selectman Caldwell seconded and the motion passed unanimously.

Legal

Town Administrator Beaudin explained that due to on going Code Enforcement issues and pending Union fact finding; she is requesting an increase in the Legal budget to \$50,000.

Selectman Pike moved to amend the Legal budget to \$50,000. Selectman Caldwell seconded and the motion passed unanimously.

Water Department Changes

Town Administrator Beaudin explained that the benefit costs for the Water Department Manager needed to be moved to the Water Department budget to accurately reflect the Water Department expenses and have those benefits supported by the Water User Fees. The budget needs to be amended to \$262,836. Selectman Pike expressed that he would like for the Water Department to be over seen by the Public Works Department. Town Administrator Beaudin explained that when David is plowing he is reporting to the Public Works Director, any other time he is doing Water Department work and reporting to the Town Administrator and David understands the process of who he is working for.

Selectman Pike moved to amend the Water Department budget as proposed to \$262,836. Selectman Caldwell seconded and the motion passed unanimously.

Sewer Department

There had been an error in the original proposed budget and an adjustment to the Winnepesaukee River Basin project line needs to be made to correct the error.

Selectman Pike moved to amend the Sewer Department budget as proposed; \$317,058. Selectman Caldwell seconded and the motion passed unanimously.

Parks & Recreation

Due to the increased expense to do criminal background checks for volunteers Recreation Director Janet Breton has requested an amendment in her budget to increase line item 4520-719 to \$5635.

Selectman Pike moved to amend the line item 4520-719 in the Recreation budget to \$5635. Selectman Caldwell seconded and the motion passed unanimously.

Union Wages

Town Administrator Beaudin advised that due to there not being a union contract negotiated yet 2008 wages have been entered into the budget for union employees and when a contract is in place the figures can be amended. It includes the Police Department, Fire Department, Building Inspector and Public Works.

Selectman Pike moved to amend the Police Department budget to include 2008 wages for union employees as proposed. Selectman Caldwell seconded and the motion passed unanimously.

Selectman Pike moved to amend the Fire Department budget to include 2008 wages for union employees as proposed. Selectman Caldwell seconded and the motion passed unanimously.

Selectman Pike moved to amend the Public Works budget to include 2008 wages for union employees as proposed. Selectman Caldwell seconded and the motion passed unanimously.

Selectman Pike moved to amend the Building Inspection budget to include 2008 wages for union employees as proposed. Selectman Caldwell seconded and the motion passed unanimously.

Capital - Sidewalks

Town Administrator Beaudin explained that because the Board voted not to pursue the sidewalk on Concord Street those funds have been reallocated for use on other sidewalk projects. Pricing has been received to refurbish the Main Street sidewalks with the replacement of granite by a curbing company and the paving work done by the Public Works Department, \$36,000 is the estimate. In addition pricing to finish areas not being completed by the State in their Route 106/140 project include from the Fire Department down around the corner to meet the existing sidewalk on Main Street(West side) as well as the eastern side of Route 106 from Perkins Road to the Elementary School, \$58,000 for the West side and \$90,000 for the East side. Church Street sidewalk has been estimated at \$102,400 and there is currently \$182,395 in the sidewalk capital reserve. It was noted that there is enough in the Capital Reserve account to cover all three projects and additional funds should be appropriated to the Capital Reserve account for future work on the Church Street side walk. The Board agreed that the work should be tied in with the project the State is doing now. They also agreed that \$60,000 should be appropriated to the Capital Reserve account.

Selectman Pike moved to approve the main Street sidewalk refurbish, the East and West side of Route 106 projects. Selectman Caldwell seconded and the motion passed unanimously.

Selectman Pike moved to appropriate \$60,000 to the Sidewalk Capital Reserve account. Selectman Caldwell seconded and the motion passed unanimously.

Solid Waste

Town Administrator Beaudin explained that the Co-op has not held its meeting so she is waiting to find out what the new rates there will be, but the Towns tonnage is down. The Town is in the 3rd year of the contract with Bestway Disposal for trash removal. The option for

curbside recycling has been looked into for placement on a warrant article to let the voters decide if they are ready for that. The Co-op has been looking to Belmont to see if they want to participate in single stream recycling. Bestway has the ability to provide the service to the Town if it is decided that they want to participate with revenue sharing for the recyclables collected. She noted that the first year out there would likely be an added expense for the program but in subsequent years the cost would be greatly reduced. Selectman Caldwell commented that he would be in favor of such a program as long as it was voluntary.

Town Administrator Beaudin explained that in the Solid Waste budget the cost to the Co-op is down, recycling has been reduced to \$2,000, Household Hazardous Waste has remained the same, there has been an increase in the landfill monitoring due to a new gas that has to be monitored.

Selectman Pike moved line items 4323-470 through 4325-450 in the amount of \$608,700. Selectman Caldwell seconded and the motion passed unanimously.

Personnel Administration

Town Administrator Beaudin reviewed with the Board the proposal to increase the employee co pay for insurance. It was noted that each employee receiving insurance would be expected to contribute approximately \$65 a month in addition to their current contribution which varies depending on which plan they are on.

The Board recessed at 5:45 p.m. to wait the arrival of Chairman Cormier as his input is necessary on the remaining article to be discussed this evening.

The Board resumed the meeting at 5:55 p.m. upon the arrival of Chairman Cormier.

Minutes

Selectman Caldwell moved to accept the minutes of the October 6, 2008 meeting as written. Selectman Pike seconded and the motion passed unanimously. Chairman Cormier abstained.

Selectman Caldwell moved to accept the minutes of the October 20, 2008 meeting as written. Chairman Cormier seconded and the motion passed unanimously. Selectman Pike abstained.

Selectman Pike moved to accept the minutes of the October 28, 2008 meeting as written. Selectman Caldwell seconded and the motion passed unanimously.

Criminal Background Checks

Town Administrator Beaudin advised the Board that in checking with the school per their request she has found that the school only does the background check once for employees and volunteers. The Board is considering a policy that would require background check on volunteers for the Recreation programs once a year. The Board discussed it and felt that is it worth the expense to do the background checks annually as many volunteers don't participate regularly and it can be a long time between volunteering stints. Town Administrator Beaudin confirmed that Janet has increased her budget request to accommodate the added expense for the background checks.

Selectman Caldwell moved to set policy that volunteers working with the Recreation programs will have background checks run annually. Selectman Pike seconded and the motion passed unanimously.

SRO Part time position

Chairman Cormier explained that the Budget Committee decided to table this item until the Board of Selectmen had discussed it and made a decision. It was noted that the position would be budget \$15,000 by the Town and \$35,000 by the school. Selectman Pike asked how \$50,000 was decided upon for the position, Chief Baiocchetti explained that it had been a negotiated amount less benefits, vacation and holidays, but that he had made the final decision on that amount. Selectman Pike asked what the projected hours for the position would be, Chief Baiocchetti explained that it would be approximately 30 hours per week split between two functions as juvenile prosecutor and SRO. He added that the level of pay was in line with where he is now and he already has 20 years experience going into the position.

Selectman Pike moved to support the Part time SRO position and fund budget line item 4210-141 in the amount of \$15,000. Selectman Caldwell seconded and the motion passed unanimously.

Personnel Administration

Town Administrator Beaudin explained that if the Board supports the larger co pay for insurance for non union employees it would be 10% across the board or approximately \$65 per month. Chairman Cormier asked how it would affect what employees were getting for a raise, Town Administrator Beaudin indicated that there would be more of an impact on those lower paid positions but for most they would still see an increase. Chairman Cormier confirmed that the Budget Committee had approved the 3% raises that had been proposed.

The Board asked if the same contribution would be expected from union employees, Town Administrator Beaudin explained that the union had been given proposals for wages and benefits but there would be no change for union employees until there is a new contract. Selectman Caldwell asked what the savings to the Town would be, Town Administrator Beaudin noted that it would be approximately \$15,000 for the non union employees.

Selectman Caldwell moved to approve the 10% co pay increase for non union employees. Chairman Cormier seconded and the motion passed unanimously.

Non-Public Session

Chairman Cormier opened the non-public session at 6:15 p.m. in accordance with RSA 91-A:3 II (c) - Roll call was taken those present and voting were Jon Pike and Reginald Caldwell. Also present were Town Administrator Jeanne Beaudin, Public Works Director Jim Fortin.

Chairman Cormier closed the non public session at 7:05 p.m.

Next Meeting

The next regular Board of Selectmen's meeting will be Monday, November 17, 2008 at 5:00 p.m., at the Corner Meeting House.

Adjournment

The meeting adjourned at 7:07 p.m.

Ronald Cormier, Chairman

Reginald Caldwell

Jon Pike