

SELECTMEN'S MINUTES MONDAY, AUGUST 8, 2016

The Selectmen's meeting for Monday, August 8, 2016 started at 6:30 p.m. Present were Selectman Ayer, Selectman Gaudiello, Selectman Hatch, Selectman Knapp, Chairman O'Brien, Administrator Scruton and Clerk McNeil.

Chairman O'Brien welcomed everyone and led in the Pledge of Allegiance. Chairman O'Brien noted the rules of the meeting.

OPENING OF RFQ'S – Engineering and Land Development - One RFQ for land development and one RFQ for engineering services came in late, one due to traffic and the other a UPS driver coming back after the deadline. None of the RFQ's had been opened. Selectman Gaudiello moved to waive the irregularity in delivery time and accept the two late submittals, seconded by Selectman Hatch. It was unanimously voted in the affirmative. Chairman O'Brien hoped that we are not setting a precedent as the date and time due should stand.

Chairman O'Brien opened the land development RFQ's - one from Hard Rock Development and one from Severino Trucking. The Board will review the two that were received.

The engineering RFQ's were opened. There will be a committee made up of Selectman Ayer, Peter Cook, Marcia Gasses and Administrator Scruton who will review the RFQ's. Selectman Gaudiello suggested that a member of the Planning Board also be included on the committee. Selectman Gaudiello moved to include a volunteer from the planning board on the committee, seconded by Selectman Hatch. It was unanimously voted in the affirmative. The following companies responded: Quantum Construction Consultants, TF Moran, Tighe & Bond, Ambit Engineering, DuBois and King, Underwood Engineers and Hoyle, Tanner & Associates.

APPOINTMENTS

There were no appointments

PUBLIC COMMENTS

Paul Mausteller was concerned about live hyper-links on the town's website. All should be removed and new email addresses need to be issued. He also asked "who is maintaining the website"? Abbey Morse will be the administrator for the website. Selectman Knapp will share a computer application that can tell if your account has been compromised.

Steve Saunders suggested that after the discussion of the technology committee would the Board accept public comment.

REVIEW OF MINUTES – July 25, 2016 – Selectman Hatch moved to accept the minutes as amended, seconded Selectman Gaudiello. It was unanimously voted in the affirmative.

STAFF REPORT

Administrator Scruton

1. Administrator Scruton had several concerns with the proposed Transfer and Development Agreement for Liberty Truck. The lawyers continue to work on the Agreement. Selectman Knapp had a concern about additional "cost language" added to the Agreement. Marcia Gasses noted that through site plan review all the requirements for that lot must be met.
2. Administrator Scruton is suggesting that the "Technology Committee" be made up of three different committees because the technology requirements are so different for what is needed for the town. Selectman Gaudiello felt the town office employees would have the knowledge of scanning and records retention. This would eliminate the need for a third committee. Administrator Scruton suggested, from a meeting with the SAU, maybe the town and school could use a joint financial

software package. Administrator Scruton would need prices from the two committees by the middle of October for the proposed 2017 budget. Committee membership was recommended. Steve Saunders agreed with the Board on having just two committees. Paul Mausteller stated that software becomes obsolete quite quickly and noted to check with companies and see when they will be upgrading their software. The first committee that will consider the financial software package and the server will be made up of Peter Royce, Steve Saunders, Selectman Gaudiello, Administrator Scruton and an employee. The second committee will consider the network, website and video streaming. That committee will be made up of Will Lenharth, Selectman Knapp, Chief Williams, Tom Trumble, Paul Mausteller and Dave Hallbeck.

3. The question was asked at the previous meeting – will the live streaming of the Selectmen’s meeting still be able to be shown on Metrocast channel 26. The answer was it could be converted to a file and later air on channel 26. The Board referred the issue to technology committee 2.
4. Selectman Knapp moved to appoint Selectman Gaudiello as the town’s representative to the Legislative policy meeting with NHMA on September 23, 2016, seconded by Selectman Hatch. It was unanimously voted in the affirmative. The Board reviewed which policies the community wishes NHMA to support in the upcoming legislature session.
5. Administrator Scruton updated the Board on a piece of land that a property owner bought from the town and merged it with their property on which they have a house. There was a title problem on the lot the town sold. The title company can’t get a clear title on the piece of property that was purchased from the town because all the lots are merged together to be one lot. Selectman Gaudiello moved to unmerge the lots (deed 4152/691: merger 4301/423), the house lot conveyed by the owner by warranty deed to the interested buyers, the vacant lot will be convey by the owner by quitclaim deed to the interested buyers with a covenant not to build and the quiet title action by the homeowner continues with the hopes of extinguishing the outstanding ¼ interest, seconded by Selectman Hatch. It was unanimously voted in the affirmative.
6. Administrator Scruton supplied the Board with the May U.S. Department Labor report and trend on COLA to make a decision on employee steps & Cola for the proposed 2017 budget. Administrator Scruton will send a breakdown of town employees and their location on the matrix and also included further information.

Clerk McNeil

Clerk McNeil requested signatures on the following: abatements #29 and #30, payroll manifests dated 7/24 and 7/31, vendor manifests dated 7/28 & 8/3. A request was received from a past property owner who lost their property due to unpaid taxes with a request to purchase the property back by paying all back taxes, fees, interest and costs. To date there is over \$10,000 owed. The Board agreed to offer the property back to the prior owner.

OLD BUSINESS

Mid-Year Review of Budgets – ABC Chair, Peter Royce felt that the ABC needed a bit more time to review the paperwork. He also stated that the ABC will have a recommendation of COLA and step increases at the next meeting.

NEW BUSINESS

Transfer & Development Agreement – previously discussed.

Legislative Policy – previously discussed.

SELECTMEN’S REPORT

Selectman Gaudiello noted that Conservation Commission has not met.

Selectman Hatch stated that there was no Library Trustees meeting and the ZBA will be meeting next week.

Selectman Ayer said that the Planning Board will be meeting next week.

Selectman Knapp stated that he and Administrator Scruton recently met with Superintendent Kushner, Paul Sanders and several members of the School Board. They discussed the shared facilities position and his responsibilities and areas where the town and school could share resources.

Chairman O'Brien missed the Recreation Commission meeting as it took place at the same time as the Selectmen's meeting.

PUBLIC COMMENT

Paul Mausteller asked about the school trust funds held by the town and how they are spent. Administrator Scruton explained that the trust funds are set up with an agent and the town does not have the authority to spend school trust funds.

Selectman Gaudiello moved to go into non-public session at 8:45 p.m. per RSA 91A: 3II to discuss personnel, seconded by Selectman Hatch. Chairman O'Brien asked for a roll call vote, Ayer – aye, Gaudiello – aye, Hatch – aye, Knapp – aye, O'Brien – aye. The motion passes.

Selectman Gaudiello moved, Selectman Hatch seconded to come out of non-public session at 9:42 p.m. Chairman O'Brien asked for a roll call, Ayer – aye, Gaudiello – aye, Hatch – aye, Knapp – aye, O'Brien – aye. The motion passes 5-0.

Selectman Gaudiello moved and Selectman Hatch seconded to seal the minutes indefinitely because the discussion would affect adversely the reputation of a person not a member of the Board. Chairman O'Brien asked for a roll call, Ayer – aye, Gaudiello – aye, Hatch – aye, Knapp – aye, O'Brien – aye. The motion passes 5-0.

Selectman Ayer moved, Selectman Hatch seconded to adjourn at 9:43 p.m. The motion passes 5-0.