

Assessment question: A property owner who appealed 2014 tax assessment is coming in to request a larger abatement. Since Marybeth is away, I would suggest the Board listen to the matter and ask the Town Administrator to discuss the matter with Marybeth when she returns and bring a report back to the Board.

Building Permit Policy for Private and class VI roads: There a number of changes that staff are proposing to the building permit process. The main reason is to reduce the burden on property owners. One group of changes would exempt those who are making minor changes (decks, interior renovations, garages, etc.) provided an indemnification is filed (or on file) at the registry. The second group of changes would make the process smoother and faster for those who need approval from the Board.

Pigs: Suzanne Dolan 364 Hall Road has a complaint on the pigs that her neighbor keeps. She is complaining of the odor and the fact the town does not have an ordinance dealing with odors. She would like the Board to consider adopting one. The state department of agriculture has standards for best management practice. She has reported the problem and is awaiting them to investigate. ***What does the Board wish to do?***

Calef Property: The town has received a written offer from the owners of the land behind Calef Store to sell it to the town for \$600,000. I do not know if they will agree to hold it until March for a Town Meeting vote. ***Is the Board interested in negotiating a P&S to enable it to go to the voters for Town Meeting?***

Alarm System Former Town Hall: There has been a sizable increase (\$360) in the alarm monitoring costs for the former Town Hall. I see no reason to continue this since we have removed everything of value except the radio equipment which is of limited use to anyone else. ***Does the Board agree to discontinue the alarm?***

Vote to put a tax deeded property up for sale: The Town took 217 Berry River Road with a mobile home on it for taxes and which I recommend the Board put up for sale. Before that can be done the prior owners need 90 day notice so that they can repurchase the property. The person has been in Florida for some years and has not responded to us. The Board does not have to make a decision between bid or public auction at this point, but I recommend the Board vote to put it up for sale later this year or the beginning of next year. ***Will the Board vote to put the property up for sale by bid or public auction?***

New Town Hall Plan: Dubois and King indicates it will cost about \$20,000 to have the site work plans completed so the landscaping and site work are ready for bid. That was the largest area of discrepancy between what BPS had in its tentative 'not- to- exceed' number and SMP's estimate. The large discrepancy was due to uncertainty as to what would be needed. It would also have required the former Town Hall building be removed to test under the former building for septic location. Proceeding with Dubois and King to septic design and storm drainage would reduce that uncertainty. Of that \$4,000 should be spent this year on septic design and approval. If the Town wants to get to early construction next summer (assuming the bond passes at town meeting), it would be good to have completed the storm water design and determine whether the town is able to avoid needing an Alteration of Terrain

permit which is about \$5,000. I am unsure where the funds would come from. We could wait until we see the bid prices for the demolition. ***What does the Board wish to do?***

New Town Hall Plan: There are several options for the construction.

1. "Construction-Manager Design Bid" (all subs competitively bid by the Construction Manager who works for the Board as a sort of general contractor). This is the path the Board voted to use in 2014 for the 2015 proposal to Town Meeting. We have an estimated budget for SMP and would need to review the data we have for a proposed bond. It is likely construction costs will be higher in 2016 than if it had been done in 2015. It is not clear what will happen with interest rates.
2. Standard "Design-Bid". This would involve cutting ties with BPS, finishing the design plans to go to a full bid to General Contractors in 2016. Again this would involve coming up with an estimated cost for the project with an expectation that construction costs will be higher in 2016 than if it had been done in 2015.
3. 'Design-Build' in which the board sets forth the floorplan, general statements on quality, timeframe, HVAC type, etc. This has the least control over the final product and the most subjectivity on selection of a vendor. SMP will take no responsibility for use of their plans if the town proceeds this way. The Town would need to hold the builder responsible for design and engineering. Selection of a firm could proceed in 2015. The Board would need to retain a Clerk of the Works to oversee the builder.

The estimated costs for SMP for options 1 & 2 assume there is no change in the design are:

- Option 1, the estimated cost to complete the design continuing with BPS is \$66,350 to get it out to bid for the sub-contractors. Construction oversight is estimated to be \$42,372 for a total of \$108,722. BPS receives 3.87% of construction cost. BPS will function like a General Contractor bidding out all the subs. The BPS percentage could be considered the profit that options 2 and 3 would have for a GC and Clerk of the Works.
- Option 2 the cost to continue with just SMP (severing ties with BPS) is estimated at \$120,122 plus the cost for a Clerk of the Works.
- Option 3 would give us the most solid number for construction costs to take to Town Meeting since we do not have funds to pay SMP to update the estimated cost for 2016 in 2015 to a point where the whole project could be bid, but gives the least control over the construction. We would need a Clerk of the Works or similar professional.

Given it is unlikely we could move into the building before spring of 2017, some of the expenses like commissioning, moving costs, furniture, landscape planting, etc. will come in 2017. These could be part of the bond, part of the planned operating budget, or even considered part of the

contingency so they could be done from the bond or from the 2017 operating budget depending upon unexpected costs during construction.

Does the Board wish to make a choice at this time on how to proceed with planning for a bond article for the 2016 Town Meeting?

Solar: At the recommendation of our attorney, I have sent a letter to Carla Jennison, who was the spokesperson for the petition at the June meeting. I believe it is almost certain the residents on Cate Road who signed the petition are not going to be pleased to realize their petition required the Board proceed with putting this on the warrant rather than amending it before then. I asked Ms. Jennison for clarification whether the intent of the petition was to allow modification to the proposal for Town Meeting or to require that the project include the Safety Complex ground mounted solar panels. Jack Bingham at Barrington Power wants to know if the Board is going to put its proposal on the town warrant. While we do not know until we hear from the petitioners about details, it would appear it needs to be Barrington Power's proposal in some form going onto the warrant. If we do not hear otherwise from the petitioners, one option would be to put on the last proposal (including the Safety Complex), but develop an amendment to make at the deliberative session. ***Does the Board agree the petition requires that the Board proceeds with the Barrington Power proposal in some form for Town Meeting warrant article?***

Police Cruiser: Rather than sell the used police cruiser that we took off-line, I would like to retain it to reduce the amount of mileage we pay to employees to use their own car. This could be used by the Deputy Code Enforcement regularly and also by staff going to training, etc. Insurance would run \$425 per year. Registration would be minimal. While there is gas and regular maintenance, we currently spend 50 cents a mile to reimburse people who use their car. We would not plan to do major maintenance to the vehicle, nor do we anticipate that continuing to use it will depreciate the sale value that much. ***Does the Board approve this plan?***

Nonpublic requested for personnel (hiring), reputation (tax payment arrangements) and a recess under RSA 91-A:2-i(a) for labor negotiation strategy:

Information:

Sign: I recommend that the town erects a permanent changeable-letter sign at the Safety Complex. Library is willing to manage the oversight of it with a sign-up sheet. The rule would be events could only be advertised 2 weeks before and then the letters removed the day after. When we have quotes, we will bring forward a funding plan, probably 2016 budget.

Town Administrator's job description as adopted by Board of Selectmen on hiring: Personnel: The Town Administrator makes the hiring recommendations to the Board for management staff under the jurisdiction of the Board. The Board of Selectmen shall have the right to reject a recommendation but

shall not then select a different candidate unless that candidate is acceptable to the Town Administrator. The Administrator makes the hiring decisions for all other staff for existing classifications within the existing budget.

Broken links: Most recent test by our website hosting company found we had four broken links out of 13,507 total pages.

Record storage rental: I have sent a letter to extend the lease on the storage lease another year.

Tower: The Tower erection has started. There was a minor issue with the base that the concrete was poured too thick, covering more of the bolt than the plans showed. The tower company indicated that as long as the tower base was level (it is) and they could get two nets on top of the bottom plate (which can be done) there is no need to shave off the excess concrete to put a leveling nut under the plate.