

Board of Selectmen
Minutes April 3, 2012

Convened: 6:00 pm

Present: Jeff Bryan
Jane Byrne
Michael Hubbard
Ken Christiansen

The Board met and reviewed payroll, accounts payable and signed the register. The Selectmen reviewed and signed the recreation register.

There was 1.5 hours of overtime in the fire department this pay period.

Jonathan Ellis was in to present the weekly Treasurer's report. Please see last page to view report.

Byrne made a motion, 2nd by Christiansen to move the minutes of 03/27/12 as written. Byrne, Christiansen, and Bryan were in favor. Hubbard abstained as he was not present.

Building Inspector Gil Tuck was in to have the following permits signed:

- Lloyd Bell, 25 Commercial Drive, renovations on 4 commercial condos: signed by Board
- Steve Limoli, 12 Rowell Road, 16X16 shed: signed by Board
- Dave Storey, 30 Dudley Road, install 500 gallon LP tank: signed by Board
- Peter Columbo, 32 Scrabble Road, 24X24 storage garage: signed by Board
- Mill Pond Crossing, Unit 34 Birch Circle, new unit: signed by Board
- Mill Pond Crossing, Unit 35 Birch Circle, new unit: signed by Board

The current ethics policy cannot be adopted unless voted in at town meeting, but LGC said if it only covered the selectmen and the persons they hire it could be adopted as part of the personnel policy. Hubbard suggested editing the policy to only cover the BOS and the persons they hire per LGC and placing the original policy on the warrant to be voted on at town meeting 2013.

The board discussed the Cable Advisory Committee. It will consist of 7 members, one of which will be a selectmen's representative. Hubbard said he will be the selectmen's rep. Once the committee members are appointed, they can determine how often they see fit to meet. The board will remain in control of negotiations for the cable contract.

The recreation budget pays for 45% of utilities. Clement asked how much of the maintenance fees should be paid through the revolving budget vs. the government buildings budget. Byrne suggested 45%. Bryan said the revolving fund has been used for major improvements such as the playground. Hubbard asked what the balance of that account is. Bryan said it maintains about \$30,000. Christiansen said there is also a sum of money that is donated to the recreation commission that is not accounted for in the revolving fund balance. Bryan said before they decide on a percentage, they should discuss this with the department head.

The next department head meeting will be 4/24/12. Hubbard suggested an agenda that we work through for the meeting. Bryan said the department heads usually discuss their budget and if they have any concerns. Byrne said it works well the way it is.

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The board discussed a Drug Free Workplace Policy. Clement was asking for the board's input before counsel reviews it. Christiansen would like this policy circulated to the department heads for input before adopting it. Hubbard said if an employee is observed exhibiting behavior indicative of impairment by drug or alcohol use, it should be reported to their supervisor immediately and not the department head as the direct supervisor is typically more accessible. Hubbard said Bryan has referenced post-accident drug testing and asked where that policy was stated. Bryan said it was added to the handbook a year ago. Hubbard asked where the value of 0.02 came from. Clement said that is the legal limit for CDL drivers. Clement will distribute the policy to department heads and this will be discussed further at the next department head meeting.

Robinson said everything is all set to start on Peabody Drive tomorrow. He said he has gone down and spoken to the residents and they all know what is going on. Byrne asked about the culverts. Robinson said the people that want culverts will contract with Bell and Flynn directly and has nothing to do with the town. Hubbard asked what the rating was on plastic vs. concrete. Duane said it is cheaper, lasts longer, and does not rot. Byrne said the board cannot overrule the subdivision regulations; that would be up to the purview of the planning board. Bryan said if it does not get changed, it is up to the board to make sure the regulations are not broken. Hubbard said he will bring it up on Thursday night at the planning board meeting.

Byrne made a motion, 2nd by Christiansen to appoint Robert Regan to the Recreation Commission. All were in favor.

Christiansen made a motion, 2nd by Byrne to appoint Dexter Swasey to the Recreation Commission. All were in favor.

Hubbard made a motion, 2nd by Christiansen to appoint Bruce Stevens as an alternate member of the ZBA. All were in favor.

The board reviewed abatements and made the following motions per Jim Michaud's recommendations:

- 2 Lyford Lane: Byrne made a motion, 2nd by Christiansen to deny the abatement. Byrne, Christiansen, and Bryan were in favor. Hubbard opposed.
- 3 Marcotte Lane: Hubbard made a motion, 2nd by Christiansen to approve the abatement. All were in favor.
- 299 Middle Road: Christiansen made a motion, 2nd by Byrne to approve the abatement. All were in favor.

Sean Hartnett was present to ask some questions about town meeting. He asked why the fire departments computers were on the warrant. Christiansen said this was presented after the department's operating budget had already been approved. Hartnett said computers are consumable items now and they should work to the bottom line. Bryan said they work to keep level budgets and a need arose after the budget had been approved. Hartnett asked if the school should put computers on as a warrant item. Byrne said the school board runs their budget.

Hartnett also asked about the fire departments warrant for radios as the amount seemed high. He asked if anything could be re-tuned. Bryan said it cannot because of the bandwidths and if they did not buy them this year, they could not communicate.

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Motion to adjourn at 7:00 pm made by Hubbard, 2nd by Christiansen; all were in favor.

Respectfully submitted,

Karen Clement

WEEKLY TREASURER'S REPORT				
Date:	April 3, 2012			
Citizens General Fund:				
	Previous Balance:	9,904.52		
	Deposits:	56,310.12		
	Payroll:	22,872.79	DD: 8252.84	CK: 14619.95
	FICA:	5,548.71		
	A/P: Regular	486,401.47	Coop: \$428,150	NH Ret: \$13,937
	Non A/P		Library: \$12,226	
	to Impact Fees	18,764.90		
	From MMA	475,000.00		
	TO MMA			
	Account Balance:	7,626.77		
	Interest Earned YTD:	16.73		
CD's:	Unrestricted Balance:	-		
MMA:	Unrestricted Balance:	1,824,423.88		
	Total Invested Funds:	1,824,423.88		
	Interest Earned YTD:	317.76		