

Board of Selectmen
Minutes May 05 2015

Convened at 6:00 pm

Present: Ken Christiansen, Chairman
Jane Byrne
Andrew Artimovich
Robert Mantegari

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

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

Building Inspector, Kip Kaiser, had the following building permits to be signed this week:

- John Gigante, 187 Rte. 125, new sign: signed by Board
- Brain Tarnowski, 175 Crawley Falls Road, deck: signed by Board
- Matt and Lisa Perodeau, 42 Homestead Lane, deck: signed by Board
- Richard Downing, 33 Washington Drive, electrical for pool: signed by Board
- Paulo Morales, 48 Eleanor's Way, rehab attic space: signed by Board
- Richard Haggett, 83 Deer Hill Road, modular home: signed by Board.

Mantegari made a motion, 2nd by Byrne to approve the public minutes of 04/21/2015 as written. All were in favor.

Byrne made a motion, 2nd by Artimovich to approve the public minutes of 04/28/2015 as written. The motion carried with Mantegari abstaining as he was not present.

Rob Wofchuck was present to discuss a grant opportunity available to the town. RPC has invited us to participate in the second phase of the Water Integration for the Squamscott-Exeter River project. The goal is to improve water quality by pooling resources with neighboring towns. Fremont and Sandown will be participating in Phase II as well. Wofchuck said by continuing the work and being proactive it increases the town's chances of maintaining its MS4 exemption. The grant funds will be used to monitor water quality and identify "hotspots" for sources of pollution. There is also the potential for a cost benefit analysis, which would illustrate the savings realized by the Town by being proactive. Wofchuck said this will provide a roadmap to help planning and engineering in the future. This does not require a match and will not need any time from the highway department for labor. Wofchuck will volunteer his time and he would ask for help from the planning board office. Mantegari made a motion, 2nd by Byrne to sign a letter of support. All were in favor.

Wofchuck said he is working with Wayne Robinson on the Green Infrastructure Grant. The conceptual plans for the expansion of the highway shed are being kept in mind as they design the stormwater management improvements.

Christiansen asked the status of the wells at Windsor Meadows. Wofchuck said they installed the monitoring wells last year and will monitor the levels for one year to obtain baseline data.

Board of Selectmen
Minutes May 05 2015

Wofchuck also said that the culverts on the corner of Rte. 111A and Rte. 125 seem to be blocked and filled with slash. Artimovich said NHDOT was out working prepping the shoulders and culverts for the road construction on Rte. 111A. He suggested asking Robinson to follow up with DOT.

Jonathan Ellis had prepared a letter to citizen's bank to remove Gary O'Neil from the credit card. Mantegari made a motion, 2nd by Byrne for Artimovich to sign the letter as the current board members need to be added as authorized contacts. All were in favor.

Mantegari made a motion, 2nd by Byrne to re-appoint Emily Schmalzer to ERLAC. All were in favor.

Clement said Joe Gancarz has land in current use. The use was approved under the law that allows less than 10 acres to be in current use if the property generates at least \$2500 annually from horticultural or agricultural products. Clement has drafted a letter asking Gancarz to supply the proper documentation that this use still exists to maintain the current use assessment. Mantegari made a motion, 2nd by Christiansen to sign the letter. All were in favor.

Clement said she received a quote from C&M cleaning to clean the municipal buildings 2 times a week for \$1300 a month. This cost also includes cleaning supplies and equipment. Clement said the custodial line of the budget will be \$300 over but between FICA/MEDI and supplies that should offset the cost. Artimovich made a motion, 2nd by Byrne to approve C&M Cleaning. All were in favor.

Clement said she did some research on comparable positions in neighboring towns and asked if the board wanted to review that tonight or wait for Bryan. Christiansen said we should proceed. Clement took 16 towns with populations in the 4000 range with the average being 4503. The average annual salary is about \$73,000. Eleven of those 16 towns also have a full or part time administrative assistant usually titled BOS or assessing clerk in addition to the bookkeeper. Mantegari made a motion, 2nd by Byrne to make the town administrator a salaried position effective immediately. All were in favor. Christiansen said the board should consider increasing the compensation and suggested the members take the next 2 weeks to think about that.

Robinson reminded the board that the department will be leaving for Washington DC on Tuesday. The county and state police will be covering town.

Artimovich wanted to thank Robinson and Officer Abele for a job well done as they have received another letter of recognition from a resident on Abele's performance. Mantegari suggested a \$50 gift card for going "above and beyond" the call of duty for Abele. Byrne seconded the motion and all were in favor.

Robinson said the Red Sox are honoring Officer Arkell's at tomorrow's game.

Byrne had researched what is allowable on a municipal trail. Clement said when the warrant article passed it authorized the selectmen to prohibit motor vehicles, wheeled vehicles, off highway recreation vehicles, or specific modes of travel such as horse, bicycle or foot. Artimovich suggested a town ordinance prohibiting wheeled vehicles from March through June. We would also adopt the RSA for the selectmen to impose a fine in violation.

Board of Selectmen
Minutes May 05 2015

Clement said there was an email in the mail from Dubois and King (D&K) referencing an error with the proposed slope easement from the County. They can steepen the slope for a smaller easement, but will increase construction costs to stabilize the banking. D&K also mentioned that is of great importance to the County to be able to maintain the haying of that field. D&K stated that the larger easement would allow a greater area of that land to be hayed. The board agreed to proceed with the larger easement as corrected by D&K.

Motion to adjourn at 7:04 pm made by Mantegari, 2nd by Byrne; all were in favor.

Respectfully submitted,

Karen Clement

| WEEKLY TREASURER'S REPORT | | | | |
|-------------------------------|-----------------------|--|-----------------|---------------------------------|
| DATE: | | | 5/5/2015 | |
| Citizens General Fund: | | | | |
| | Previous Balance: | | 29,446.11 | |
| | Deposits: | | 52,317.73 | |
| | Payroll: | | 25,100.01 | DD: 12683.55 CKS: 12416.46 |
| | FICA: | | 6,953.66 | |
| | to Impact Fees | | | |
| | A/P: Regular | | 211,737.02 | Swasey: \$180,000 |
| | | | | |
| | From MMA | | 180,000.00 | |
| | TO MMA | | - | |
| | Account Balance: | | 17,973.15 | |
| | Interest Earned YTD: | | 7.56 | |
| | | | | |
| CD's: | Unrestricted Balance: | | - | |
| MMA: | Unrestricted Balance: | | 1,378,296.60 | |
| | Total Invested Funds: | | 1,378,296.60 | |
| | Interest Earned YTD: | | 2,871.64 | |
| | | | | |