



**Warner Board of Selectmen
Meeting Minutes
Tuesday, January 17, 2017
APPROVED**

Selectman Carson opened the meeting at 6:00 pm.

In attendance: Selectman Clyde Carson - Chairman, Selectman Allan N. Brown, Selectman John Dabuliewicz, Jim Bingham – Town Administrator

Others present: Ken Cogswell, Don Wheeler, Nancy Cogswell, David Karrick, Jr., Martha Mical, Barbara Annis, Judy Newman-Rogers, Darryl Parker

1. Cemetery Trustee's

- A. Cemetery Trustee, Ken Cogswell, was invited to the Selectman's meeting by the Town Administrator to talk about what the Cemetery Trustee's will do to reimburse the Trustee's of the Trust Funds for the money withdrawn from the principal instead of the interest for cemetery maintenance. Ken believes \$3,200 needs to be reimbursed to the Trustee's of the Trust Funds.
- B. David Karrick, Trustee of the Trust Funds, explained to the Board that \$3,410.89 needs to be paid back to the Trustee's of the Trust Funds, he also provided the history for the reimbursement. Allan asked if this same problem will arise again next year, there won't be enough money in those accounts to pay for the maintenance of Pine Grove Cemetery. David said yes, the current interest rates are (several people were speaking at the same time, not audible). Clyde said is it because we are not earning as much on the investments or should the cost be within the operating budget to begin with?
- C. Martha Mical said in 2010 when the town voted to take over the Pine Grove Cemetery, a check in the amount of \$22,586 was turned over to the Trustee's of the Trust Funds. The money was depleted in 2015 and no body caught on to it.
- D. Jim explained the billing that was received by the Trustee's of the Trust Funds was billing strictly for Pine Grove Cemetery. The other cemeteries are applied to the town budget. When the Bookkeeper took over she was instructed the Pine Grove portion of the maintenance invoices were not to be charged to the town account but would be paid as a receivable and then sent on to the Trustee's of the Trust Funds. The Finance Office had no knowledge of what the arrangement was, there are no records of what the arrangement was, there is no information on what was principal and what was not principal or what was allowed to be charged or not charged. The Bookkeeper continued with what was instructed and what the prior Bookkeeper's were doing, that was an instruction that came from one of the former Trustee's. Jim said one of the issue's that is being faced, which he mentioned to the Board several months ago, is that the Cemetery Trustee's and the Selectmen need to get together and discuss things more because he has seen no record of any type of interaction between the Cemetery Trustee's and the Selectmen. The other situation is that the Trustee's of the Trust Funds pointed out that the invoices should not have been accepted for payment without a signature or initials from the Cemetery Trustee's or the Board of Selectmen.
- E. Jim said he and the Finance Office need to know what is restrictive principal and what is available interest to charge back to. He said as the town maintains all the cemeteries there are various perpetual care funds that the town would like to get a reimbursement from for the work that is done as a town to off-set the town's taxpayer cost; there's some homework that will need to be done to catch up. Jim said he knows the Bookkeeper and Dale Trombley (Trustee of the Trust Funds) have spoken and have come to an agreement as to what needs to be reimbursed to the Trustee's of the Trust Funds and the Bookkeeper has spoken to the auditor's as to what would be the best way to show the paper trail for the reimbursement, which has been worked out. In going forward the Cemetery Trustee's will need to present to the Board the cemeteries trust funds, how they are being managed and what portion of the funds are available to help off-set the cost of cemetery maintenance in general.
- F. Martha said in the past the Trustee's of the Trust Funds would send a check to the town at the end of each year for the interest that was available which was taken as revenue, she asked if they still do that. Jim said he has not seen any revenue coming in from perpetual care trust funds.

- G. Jim asked what is the arrangement for the various cemetery trust funds, how does the Cemetery Trustee's manage those funds. Jim understands there is no arrangement that allows the town to request reimbursement from the cemetery funds. John said he understands in researching this it was discovered that there has been no meeting minutes from the Cemetery Trustee's for some year's, that would have documented what the Trustee's voted on. John said there should be meeting minutes. Cemetery Trustee, Ken Cogswell said it's been this arrangement for 10 years, and maybe the two Cemetery Trustee's that are not here tonight could shed some light on it. Money was rarely discussed.
- H. Barbara Annis said she can't say how it's done now, but can say how it was done before because she was the Bookkeeper many year's ago. She said the purchase of the lot would go into the town's revenue and the perpetual care cost is kept in principal and cannot be touched. She said she had assumed at the time the town took over the Pine Grove Cemetery the town would be taking over everything. John asked if it is required to get perpetual care, Barbara said yes. There was a lot of multiple comments that in the audience that said several of the lots do not have perpetual care. Allan said that's why there's a Cemeteries budget.
- I. Judy Newman-Rogers said the Cemetery and Trustee's of the Trust Funds responsibilities are in the RSA's.
- J. Martha said Barbara mentioned when the town received the perpetual care from Pine Grove (there was another discussion going on that the audio was picking up while Martha was speaking, some content may be missed), in 2009 they had \$44K in there before Pine Grove dissolved, and she believes that's your perpetual care. Barbara said if Pine Grove is a town cemetery, why isn't it thrown into the whole pot (budget). Martha said the Trustee's of the Trust Funds had that fund before there was a Pine Grove Cemetery Association. Cemetery Trustee, Don Wheeler, said he can remember the Sexton would submit his bill to the town and he would be reimbursed by the Trustee's of the Trust Funds for Pine Grove when it was an Association.
- K. Clyde asked the Board if they need any more information pertaining to the money owed the Trustee's of the Trust Funds. Allan said the town needs to appropriate the \$3,400 back to the Trustee's. John said going forward records are needed on what the Cemetery Trustee's are doing.
- L. David Karrick said he is still confused, he referenced an email Trustee, Dale Trombley sent Jim on December 11, 2016 and it shows 2 different accounts, Pine Grove Cemetery and Pine Grove Cemetery Association, Inc. account. David is wondering if the town has accepted Pine Grove Cemetery Association and it's been dissolved why are we still maintaining two accounts. Martha said she thinks it's because you have to keep those little one's separate? Why? Martha doesn't know. There was several people talking at once, discussions were not audible.
- M. Barbara said Roxanne Smith researched every cemetery. (Again, several people were talking at once so some content may be missing). Nancy said the research was done on the names of people buried in each cemetery. Barbara thinks there's more to the research.
- N. John asked who has the records for the Cemetery Trustee's because there is none in the Selectman's Office. Martha said there are black and white books in the attic that she has seen. John said he is referencing the actions of the Cemetery Trustee's. Judy said the most recent meeting minutes from the Cemetery Trustee's are from 2002, she also has miscellaneous records as well.
- O. Clyde recapped the discussion:
- Cemetery Trustee's must hold meetings and create the minutes and submit them to the Selectman's Office.
 - Reinstate the process for receiving the annual interest check. Clyde asked who cut that check in the past. Martha said the Trustee's of the Trust Funds. Clyde asked David to take that as an action item to the Trustee's. David said what he is hearing is that you want the Trustee's of the Trust Funds to cut one check annually representing the interest on all the various cemetery accounts. David said all that is needed is authorization from the Cemetery Trustees to the Trustee's of the Trust Funds to cut that check.
 - The Town will work on the \$3,400 reimbursement to the Trustee's of the Trust Funds.
 - Per advice from the auditor's, two maintenance lines will be kept this year, and after this year, Pine Grove maintenance can be combined into general cemetery maintenance.

- P. Martha said in the past Pine Grove Cemetery was cared for more often than all the other cemeteries. To her, they are all town cemeteries and if Pine Grove doesn't get mowed as often then so be it. Ken or Don said they are all on the same mowing schedule. Jim said what this also starts to reveal is the authority invested in the Cemetery Trustee's to go out to bid or hire the maintenance people and negotiate a price. Jim said when he was first hired he spoke with Cemetery Trustee, Gerry Courser who said we are fine the way we are doing it. Jim wants the Cemetery Trustee's to understand that it is part of their responsibility. Jim said it may be in the interest of the Trustee's to have the people they hire to do the maintenance to break-out in more detail the hours invested in maintenance on a per hour basis because right now the invoice is just for one price for the month. He said the town looks at expenses, and looks for competitive pricing going for bids in an effort to manage the available funds, going out to bid would be something the Cemetery Trustee's will need to look at. Ken Cogswell said the Trustee's in the past did go out to bid, now there is a local entity that does the mowing. Allan said he remembers when the Trustee's used to go out to bid, every year there was someone different and a lot of headstones were ruined and that's not what he wants to see happen again. Nancy said the Trustee's have had their best luck with working with local people, they have a vested interest in making the cemeteries look good, we haven't had the best of luck working with out of town companies. Don also added that the current caretakers have not raised their rates in 8 years.
- Q. Judy said it does say in the RSA's the powers and duties of the Cemetery Trustee's does include creating a budget.
- R. Martha asked if the Board of Selectmen care if the Trustee's go out to bid? Can the Trustee's use who they want and budget appropriately for that cost? Allan said it depends what the RSA says and what authority the Trustee's have, and if they don't, they can come back to the Selectmen saying who they want to use and the Board can waive the Purchase Policy.
- S. Ken said the Trustee's will need to get together and will begin working with the Trustee's of Trust Funds.

2. Projects

- A. Town Hall - On hold until spring.
- B. Odd Fellows Building – Allan explained the deeds are in the process of being recorded. Clyde asked for a short nonpublic at the end of this meeting regarding the proposed developer.
- C. Roundabout – Jim said the Engineers invoice for construction oversight totaling \$67,212.22 has been submitted to DOT for reimbursement, their total fee is \$70K so there is an expectation for another invoice. W.F. Merrill Construction, the town has received 3 applications for request of payment totaling \$738,355.23 which has been submitted to DOT for reimbursement. Remaining for W.F. Merrill Construction is \$62,331 which another application for request of payment is expected to be invoiced as well. There are several small invoices that total about \$650 which has also been submitted for reimbursement.

Allan asked Jim if William Rose from DOT will be holding back money because of the apron. Jim said William didn't say how much, he plans on calling Mr. Rose. Clyde asked if the town has heard back from EverSource regarding the lighting at the roundabout. Jim said at this time EverSource is checking their records because the numbers that were provided to EverSource don't match their records. Essentially the town would have to pay a master electrician to pull the old light and install the new LED. Jim first wants to make sure the lighting at the roundabout is reflected in EverSources records, they are still working on that. Clyde asked what about adding a new pole. Jim said that wasn't discussed.

Clyde would like to see something attractive added to the back side of the Welcome to Warner sign. Darryl Parker asked what happened with the signs intended to point to the retail shops in the village? Clyde said that requires a change in legislation for the Department of Transportation, Clyde said he will be working on that, but, it may take a little time. Right now DOT regulations don't allow that. DOT will place green signs on the down ramp from I-89 that says "Warner Village (arrow pointing to the direction)". Darryl asked when, Clyde said he didn't see a date on those. Darryl asked if the town has that in writing? Clyde said no.

- D. Fire Dept. – The Board reviewed the amount for the capital reserve fund and the amount coming from taxation. Jim provided a hard copy summary of the activity in the capital reserve fund for the new fire

station since 2015. There is currently \$35,237 in the reserve. Jim and Allan worked out the cost for phase I, leaving about a \$20K balance after phase I is completed. The cost for phase II was provided by SMP Architect in the amount of \$201,970. The amount to be raised for phase II minus the balance is \$182K. Allan said the question for the Board is, does the Board want to go out to bid for the civil engineering or does the Board want SMP to do that. John said if SMP does the bidding it will cost more than if the town does so. Allan said if the Board does the bidding for the civil engineer, they will work directly for the Board versus if SMP does the bidding the engineer then works for SMP plus it will cost the town more. Clyde is not sure the Board should be involved in the general contractor business, he doesn't feel comfortable. Jim asked would it be the Board or the Fire Station Building Review Committee? Allan said it will be another task the FSBRC would have to commit to, they have already committed to working with SMP and the Construction Manager. Allan said this process is going to be extremely time consuming. Clyde asked Allan if SMP thinks \$34,900 is the right figure for the civil engineer? Allan said he obtained that cost from North Point Engineering. Clyde asked what the quote is based on. Allan said the civil engineer will design the concrete, the on-site drainage, design a water collection system for the apparatus bays, parking lot layout, anything that is not building. Jim asked the extra 10% from SMP to do the bidding for the civil engineer, does that just cover the hiring process or does North Point now work for SMP. Someone answered North Point works for SMP. Jim said that makes the 10% a little more worth while, because it's one less subcontractor the FSBRC has to deal with. Allan said he is seeing a lot of hours that will need to be dedicated and he doesn't know who will be willing to put those hours in. He said the Construction Manager will be bringing to the FSBRC every aspect of building the fire station to them to make decisions from sheet rock to electrical, heating etc. Allan doesn't want the committee to burn out in the middle of this project.

Martha commented that SMP has more experience than the Board does, SMP knows what to ask for and the Board doesn't, its better to be pound wise than penny foolish.

John feels the consensus is to have SMP hire the civil engineer. Allan feels personally the Board should stay out of it and let SMP handle it, Clyde said he is there too.

- E. Wage Study, Employee Compensation Plan – appropriate funds to conduct compensation study (no discussion).
- F. Solar Panel Array – Clyde reported the application has been submitted for a rural development grant, acceptance will not be known until after Town Meeting so Clyde did not include that amount in the budget. If the grant is approved after Town Meeting, the amount granted will reduce the amount financed. He said the application for the Community Development Financing will be reviewed in February with an answer by the end of February. Clyde said he met with both Sugar River Savings Bank and Lake Sunapee Savings Bank, but does not have their offer yet. Harmony to submitted the rebate application to the Public Utility Commission and Clyde will be meeting with the PUC to go over their current regulations and what we can take to the bank going into Town Meeting, Clyde wants to have a full understanding. Clyde said he also met with the Director of Municipal Budgeting at the Department of Revenue Administration today and asked them how to best structure this so that an expendable trust is set up for the revenue from the solar array to go directly into. The details have not been worked out yet.

3. Fire Alarm Inspections & Call Monitoring

- A. Jim explained that Mel Furbush, Building Maintenance, brought to his attention an opportunity to get a different company to take care of the town's fire alarm inspections and the alarm system monitoring. Some real savings could be seen with this change. The town has been using East Coast Security Services for some time and they're getting to be expensive. The new proposal for fire alarm testing would be \$600, East Coast charges an annual inspection for \$605. The new proposal for the alarm system monitoring would be \$180, East Coast charges \$324 per building. Jim also checked about service/repair calls, the new company charges \$75, East Coast for regional one service, after the first hour is \$540. Building Maintenance is recommending this new service, he has been using the new service for repairs and asked for a complete quote. The Board asked if other municipalities use this service. Jim did not know. The Board would like a list of clients to check references. Martha asked if the company installs new alarms? Jim said yes, he installs and repairs and he actually saved the town money when he changed the panel in the Old Grade School.

4. Warner River Nomination

- A. Jim provided the Board with a copy of the support letter. John had some changes, Clyde said he was good with John's changes so was Allan.

Board Action

Chairman Carson moved to issue the letter of support that includes John's changes. Selectman Brown seconded the motion, motion passed 3-0.

5. Polling Hours

- A. The Board has been talking about opening the polls at 7:00 am instead of 8:00 pm. Allan asked the Town Clerk, Judy Newman-Rogers if generally there is a line at the door at 8:00 am for the general election, he thought opening up at 7:00 am for the Presidential Election was a good idea. The Town Clerk said in deciding to open every election at 7:00 am is difficult because the attendance is not there, not the same as November. John feels the Board should decide to open at 7:00 am for the general election this year and then revisit next year.
- B. Judy said from what she could find in the RSA's, there are two ways the polling hours can be changed in town. One of them is to make the decision 60 days before an election, which the Board did for the Presidential Election. The other way is to put the question in a warrant and ask the townspeople, and there's specific wording, if they want to put the question on the next state election ballot.
- C. Since the Board can't make a change for the general election they decided to put the question in a warrant. Judy provided a copy of the RSA 659:4-a to Jim.

Board Action

Selectman Brown moved to put the question on the warrant regarding early polling hours. Selectman Dabuliewicz seconded the motion, motion passed 3-0.

- D. Judy said for the Board's consideration, if it passes, to add hours to the Election budget, and to have a volunteer show up at 6:45 am and to consider some kind of compensation for someone who can take charge of being at the Elections and being a constant. They would be kept up on the laws and training. Clyde asked if there is an accepted title for that person. Judy doesn't know if there's a title, she would like the Board to consider this though.

6. Saturday Town Meeting

- A. John recommends surveying those who come to vote rather than a warrant article asking if they would prefer a Saturday Town Meeting, he feels this would be a better representation of the town. John will take charge organizing the survey on general election day.

7. Listing Agreement for Map 29 Lot 1 (Old Site for New Fire Station)

- A. Jim reported the listing agreement expired last November. Currently the asking price is \$75K, the Lister recommends a lower price, the assessed value is \$68,900. Clyde asked for time to read through the new listing agreement and will take it up at the next meeting. John asked if anyone has shown interest. Jim said other than the Water District, no.

8. Transportation Improvement Program

- A. Clyde said the deadline for submitting proposals to the Transportation Improvement Program is the end of the month. Clyde is suggesting submitting a proposal for engineering for a Complete Streets Program for a sidewalk/bike-way between the village area and Exit 9. Jim said there are two programs, a Transportation Improvement Program and a Transportation Alternate Program, he asked in terms of funding and the ability to get funds or the complexity of these two programs in terms of application have we looked at which may be better suited for this? Clyde said we have to do both, he said he asked Dean at Central NH Regional Planning Commission whether this was an appropriate project for this program and he said absolutely, and he said he would help put the application together. Clyde feels the town should go for it. Jim said if we got this application and we are in part of the ten-year plan at what point does the state respond to the application. Clyde said he didn't know, but Barbara may. Barbara said you have to be approved by the Transportation Advisory Committee first, it's a three-year process. Jim asked after that where does it go. Barbara said the state, and if approved to the Governor

Executive Council. Jim said your looking at 4 or 5 years out. Jim asked Barbara if the TAP program is a shorter time frame to work in? Barbara said she hasn't done any of that. Jim said if the Trump Administration moves forward with infrastructure changes there may be more TAP related money coming in. Clyde asked Jim if he is saying he doesn't want to do this application? Jim said no, he wants to do the fast application. Clyde said the application deadline is in two weeks and if we want to do it we need to get rolling on it. Jim said he understands, he's just pointing out it's a hurry up and wait. Barbara said she would go in and talk to Mike at CNHRPC and say is this an ideal program for us, or is there another available, there are multiple programs. Clyde said Dean felt this was a good choice.

- B. Allan asked Clyde if we want to fix an intersection like Route 127/Route 103 where would you apply for that. Clyde didn't know. Jim said Transportation Improvement Program, because it's an improvement of an existing condition that is potentially hazardous. That would be another project that could be submitted. He said though with a multi-use path, there are other programs which may be faster with more money, that's all he was saying. Darryl asked if doing one precludes the other? Jim didn't know.
- C. Allan said he read in the Messenger that Hillsborough is putting in about 1 mile of sidewalk, he said he was sure it was through a grant. Clyde said you have to have some seed money put aside for such a project, so how do you decide which projects you put aside seed money for? Darryl said that's a great question and how do you go about establishing such a fund. Clyde said a warrant article at Town Meeting. Darryl asked if it has to be part of the Capital Improvement Plan and he was told no. Darryl said by petition? He was told yes, or the Board can in a warrant article.
- D. Darryl said he thinks making a decision to move forward with this also helps with the layout and planning of the fire department, a portion of the sidewalk can be built then. Clyde said we already talked about that.
- E. Jim talked about the details that are needed in the application that is up against a short deadline. He asked the Board if they want to hold a work session to go over the application. Clyde offered to get together with Dean Williams at CNHRPC and find out which pieces of information he can supply. Jim said he doesn't mind doing the application with Clyde, he just wants to make sure we do a good job. Clyde is looking for a sense of the Board to move forward and if so he will carry forward. Allan and John said yes. Martha asked if the Board needs a warrant article to open a capital reserve fund? Jim thought that was a good idea to open a capital reserve for matching funds for transportation grant programs. The Board decided upon creating a reserve with \$5K in it. Jim said the Board could also look at the unassigned fund balance to fund the first year, this way it's not coming from taxation. Jim will put together the wording for the warrant article.

Board Action

Selectman Brown moved to put \$5,000 in for transportation improvement grants. Chairman Carson seconded the motion, motion passed 3-0. Martha asked if the Board is going to add to the motion that the money is coming from the general fund. Clyde said he's leaning against that because the Board has already said they would use \$80K from the general fund for the fire station and \$20 for the.....John said he didn't vote on that on purpose. Clyde said at Town Meeting the \$5K could be increased. The Chairman did not call for a vote on the motion, motion died.

9. 2017 Operating Budget – Capital Budget – Warrant Articles

- A. Jim said the Budget Committee is asking if we will be able to provide final numbers and final wording on the warrant articles. Final wording for the solar array is still pending, all other articles are ready to be reviewed by the Department of Revenue Administration.
- B. The difference in both the capital and operating budget from last year is just under \$43K increase over last year's appropriations. Allan said last year the town voted and approved a \$42K lease payment for a grader, this budget is even.
- C. Jim said the money being applied from the fund balance for the fire station, his expectation is there will be close to \$100K going back to the general fund from the operating budget and there was an unanticipated refund that came in amounting to \$21K from NRRRA. Jim feels comfortable that the town will have the cash in hand still staying within the recommended 10% in the unassigned fund balance of the total appropriations as a buffer. Jim said DRA recommends holding from 8-17% in the unassigned fund balance. John asked after all is done how much will be in the unassigned fund balance. Jim said about \$890K, he will be talking to DRA about it tomorrow.

- D. Allan wanted to talk about the Library CRF, he asked the Board if they still want to present \$24K, he feels the Library has money that they're not telling the Board about. He said he couldn't read the budget the Librarian gave out, but it looked to him they had money in accounts that could be spent, that they don't seem to spend. Jim said the excel sheet the Librarian past out had one row and one cell as monies available to be spent and the amount was \$75K and that did not include restricted principal. Allan said he tried to get an answer out of Library Trustee, Mike Simon, but it wasn't clear. Jim said he thinks the challenge the Board and the Budget Committee faces is that it's not clear what the Libraries true need is, because budget to budget you have no actuals and they combine revenue along with expenses in the same lines and it makes it very confusing. John said that was the point behind asking them to use the same format the town uses. Jim said the Library did state if they were to get \$10 or \$14K they could still work on one part of the project which is to level the floor in the meeting room. Jim said if the Board wanted to reduce the capital budget this is one area that could be looked at. Clyde would rather give the Library the opportunity to defend their request at Town Meeting. Allan said he does support the Library, but, if they have money available and they're asking the town for more.... Clyde said they may have extra money, but it's not a fat piggy bank. Jim feels the Board doesn't have enough information to even make those assumptions one way or the other, there are people that think the Library has plenty of money, that needs to be cleared up more than anything. Allan said the Libraries accounting and bookkeeping is very hard to follow too.
- E. Martha said it appeared not all of the Selectmen voted on the \$82K to come from the general fund for the fire station. She said from her seat the message she got is Allan and Jim sat down this morning and came up with that number, and the other Board member's didn't know it. Clyde said the change is the figure went from \$80K to \$82K. Martha feels it would be appropriate for the Board to do a vote on the \$82K. Jim said using the surplus was only a suggestion, and he said the estimated bottom line, the money will be there if that's what the Board wants to do, he sees no problem in doing this, it's a shifted appropriation and it will be part of the warrant article for the voters to decide.

Board Action

Chairman Carson moved to take \$82K from the fund balance and apply it to the Fire Station Capital Reserve Fund. Selectman Brown seconded the motion. John asked didn't we already vote on this. Clyde said we voted on \$80K, the figure was changed to \$82K. John said he's asking about the other capital reserve items. Clyde believed the Board did. John asked Jim if he recalled that to be true because John doesn't. Jim doesn't recall voting either, there was a lot of discussion, but the Board hasn't voted yet. Allan said why don't we do a blanket vote on the warrant articles as presented tonight? Jim said including the new warrant article for \$5K towards the transportation programs. Chairman Carson did not call for a vote on his motion, motion died.

Board Action

Selectman Brown moved to accept the warrant articles as presented tonight including a \$5K warrant for transportation programs. Selectman Dabuliewicz seconded the motion, motion passed 3-0.

- F. The Board talked about the operating budget and if they have approved it yet. It was determined not approved because Jim made some small changes that has brought the bottom line to \$3,079,486, \$53,436 more than last year, a 1.77% increase, keeping in mind the additional needed funding for the cemeteries and this will be the first year for the \$42,750K lease payment for the next 7 years for the grader.

Board Action

Selectman Dabuliewicz moved to accept the operating budget as presented tonight, version second draft dated 01/17/17 for \$3,079,486. Chairman Carson seconded the motion, motion passed 3-0.

10. Almoners of the Foster and Currier Funds

- A. Almoner, Darryl Parker, asked the Board about what they decided to do about the Almoners, there will be two open positions in March. Clyde said he forgot what the options are. Darryl said the proposal was to designate the Welfare Officer as an Almoner and dissolve the elected positions. Clyde asked if the Selectmen have that authority or does it go to Town Meeting? Allan said the way it was set up at Town Meeting was there had to be 3 Almoners. Darryl said it's not stated in the wills. Martha said she thinks you need to check with the Charitable Foundation or Secretary of State to see if you can dissolve the Almoners. Clyde said he would put the ownership back on the Almoners to come back to the Board with the information on how to dissolve.

11. Meeting Minutes

- A. John said he would like to put off approving the January 3 minutes, he said he was very disturbed regarding the conversations about moving the finance office. John's not saying to change the minutes. Clyde said is there a question if some things should be included in the minutes? John said personally he feels things are in the minutes that are not appropriate, he wants to think about it some more. He doesn't think people should be talking about individuals the way that whole discussion occurred. Allan pointed out a correction to one word which should be measured not mentioned.

Board Action

Selectman Brown moved to approve meeting minutes dated December 20, 2016. Selectman Dabuliewicz seconded the motion, motion passed 3-0.

12. Manifest

Selectman Dabuliewicz moved to authorize the Selectmen to sign manifests and order the Treasurer to sign Payroll check numbers 4557-4573 in the amount of \$34,552.13 (including 19 direct deposits) and Accounts Payable check numbers 53199-53298 in the amount of \$593,683.51. Selectman Brown seconded the motion, motion passed 3-0.

14. Consent Agenda

Selectman Brown moved to approve the Consent Agenda for January 17, 2017:

1. Solar Exemption for:
 - a. Map 6 Lot 008
 - b. Map 16 Lot 007
 - c. Map 11 Lot 064-1
 - d. Map 13 Lot 008
 - e. Map 36 Lot 004
2. Veteran's Tax Credit for Map 12 Lot 43
3. Elderly & Disabled Tax Deferral for Map 31 Lot 64 (previously signed)
4. Building Permit for Map 7 Lot 31-1-2
5. Intents to Cut for:
 - a. Map 7 Lot 60
 - b. Map 13 Lot 39 (previously signed)

Selectman Dabuliewicz seconded the motion, motion passed 3-0.

12. Abatements

Selectman Brown moved to approve abatements for Map 13 Lot 032, Map 19 Lot 008-1, Map 29 Lot 002-001. John had a question regarding Map 19 Lot 008-1, he said the property owner requested consideration for the high cost to develop. John asked isn't that something a property owner should have knowledge about before you own it? Martha said it's on a Class VI road, the land isn't worth as much as on a Class V road. Because there is a cost to upgrade the road in order for their property to be developed they're saying that's why their lot should not be valued as high as it was. The Assessor agreed it was a valid reason. Allan restated the abatement motion is for:

- o Map 13 Lot 032 for \$810.49
- o Map 19 Lot 008-1 for \$227.80
- o Map 29 Lot 002-001 \$613.09

Chairman Carson seconded the motion, all were in favor, the motion passed.

13. Other Business

- A. Allan said Beverly Langlais on School House Rd. called him and ask Allan to raise her concerns about the ATV's. She told Allan ATV's go down Cross Rd. quite frequently into Henniker and she is concerned about it. Clyde said the Board also has a letter from the Conservation Committee requesting a meeting.
- B. Allan reported Parks & Rec wants to put a rail trail in the Master Plan.
- C. John reported the Economic Development Advisory Committee will have something for the Board in February.
- D. Darryl Parker asked if he can put a security light on the pole situated on town property. Jim will call EverSource. Martha recommended giving Darryl permission to use the pole and he can deal with EverSource. The Board agreed and asked Darryl to keep them informed.

14. Nonpublic Session

Chairman Carson moved to go into nonpublic session at (no time stated) under RSA 91-A:3 II (d) acquisition/sale of personal or real property. Selectman Brown seconded the motion. Roll call vote was taken: Selectman Carson – yes, Selectman Brown – yes, Selectman Dabuliewicz – yes.

Present: Selectman Clyde Carson – Chairman, Selectman Allan N. Brown, Selectman John Dabuliewicz and Town Administrator Jim Bingham

Chairman Carson moved to come out of nonpublic session at (no time stated). Selectman Brown seconded the motion. Roll call vote was taken: Selectman Dabuliewicz – yes, Selectman Brown – yes, Selectman Carson – yes.

15. Seal and Restrict

Selectman Brown moved to seal the January 17 nonpublic minutes for 1-year under RSA 91-A:3 II (d) acquisition/sale of personal or real property. Selectman Dabuliewicz seconded the motion. All were in favor the motion passed 3-0.

16. Adjournment

A motion was made and seconded to adjourn at 9:35 pm.

Board of Selectmen
Clyde Carson
Allan N. Brown
John Dabuliewicz

Recorder of the minutes: Mary Whalen