



Warner Board of Selectmen

Meeting Minutes Wednesday, January 2, 2019 APPROVED

Chairman Edelman opened the meeting at 6:04 pm

Attendance: Selectman Kimberley Edelman – Chairman, Selectman John Dabuliewicz, Selectman Clyde Carson and Jim Bingham - Town Administrator

Others present: Chris Beauchemin, Ken Cogswell, John Leavitt, Martha Mical, John France, Ed Raymond, David Karrick

1. Fire Department - Lease to Purchase

A. Fire Chief, Ed Raymond, along with Second Deputy John France talked to the Board about an option to lease/purchase a new fire truck. Ed said they tried to find another Fire Department in the State that leases and found out Londonderry leases from Pierce, the entity that builds the trucks, but have not talked to Londonderry yet. The Fire Department is researching a lease option because there is not enough funding available to purchase a new Engine 1, plus another vehicle scheduled to be purchased in 2020 for \$500,000.

B. John France did some research:

- A lease/turn-in for the town would not be the best option, it's geared for Fire Department's that put a lot of mileage on the rigs, 10,000 to 12,000 miles per year. The lease/turn-in, there is a set amount paid each year and at the end, there is a balloon payment. The company named Pierce, that offers lease options will also roll the balloon payment on to the next vehicle that's leased.
- A lease/purchase would probably be better for the town, Pierce is offering 3.7%. The payment would become part of the operating budget. The downside to the lease is turned over every 7 years.

C. Kimberley asked if there is anything about the new fire station that will help maintain the vehicle's better. Ed said they will be able to wash the vehicle's after every call and the radiant floors will dry the vehicles.

D. Clyde said the town typically tries to get more life out of the vehicles, how will that impact the lease. John France said there is no stretching of the lease term.

E. Kimberley summarized, the town could purchase a new Engine 1 for \$550,000 or lease for a total payment of \$700,000 over 7 years and the town is responsible for the maintenance. Clyde said if the town was able to commit to putting the right amount each year in the the capital reserve for equipment purchases, would that be less expensive than leasing? John France thinks so. Kimberley said one benefit of a lease is that the cost is built into the operating budget from that point on.

F. Jim said it would be helpful if the Board had hard numbers on the cost, the interest rate, the amount of payments with an option to pay more up front so the following payments in the following year are not as heavy. Are there other manufacture's that can be approached and what are the warranties?

G. Kimberley asked if a bank loan was considered. Ed said no, we haven't looked at loans. The timeline for ordering a new truck is 1-year. Pierce has a prepay option where you can save about \$25,000. Kimberley asked if purchasing a used vehicle has been considered. Ed is not in favor of buying someone else's problem. John France said there is some benefits in purchasing used vehicles if you can find a rig from the south in a small town with low mileage, but there is usually a reason why the vehicle is being sold.

H. Chris Beauchemin asked if the trucks are custom order Pierce trucks or stock. Ed said the last truck was a stock truck, the next truck will be custom design. Chris also asked since two vehicle's are needed within the next couple of year's, does Pierce give a price break. John France didn't believe they do. Ed added that the new truck would need to accommodate a 35 foot ladder on it as well.

I. The Budget Committee will also be informed about the lease option.

J. Clyde said if the capital reserve was funded with \$280,000 yearly for the next 4 years, and if we push the purchase of Rescue 1 out another year, the town could buy both vehicles instead of leasing.

K. Jim asked John France if the City of Concord specs out what they want in a rig and then go to several manufacture's to see what comes out of that? John France said for 10 year's Concord did, but it lead to some low bids that in the long run were not efficient for the city. Now they take advantage of Houston-Galveston Area Council (HGAC), the last engine purchased, the price came from HGAC. Jim asked if that is the plan when ordering the next truck? John France said all the manufacture's we are looking at have new HGAC pricing and he would want to talk to the manufacture's as well.

L. The issue is from a budgeting standpoint, what is the next step, leasing or buying. John France asked if the capital reserve can be used to make the lease payments. Jim sad on the first year you can, following year's would need to be presented in a warrant article.

M. In the long run it's cheaper to purchase rather than leasing, but the capital reserve needs to be funded with \$280,000 for 4 year's in a row to get back on track. The Board is leaning towards purchasing and funding \$280,000. John Leavitt said the Budget Committee is leaning towards purchasing as well and talked about leasing the following purchase in 2020. Leavitt said the Board should still put \$280,000 in the capital reserve whether they lease or purchase because the funding schedule was not followed in the past. The future expenses warrants the funding. Ed Raymond will be meeting with the Budget Committee on January 3. Adding the \$280,000 will bring the total for the 2019 capital budget to \$822,200. Kimberley said it may be worth researching what a loan would cost. Jim will contact Sugar River Bank and the bank that has the current loan. The Board will wait for feedback from the Budget Committee from their January 3 meeting.

2. New Fire Station

Fire Chief, Ed Raymond, said he has been told he can start moving in on January 17. Floor is being laid down in the administration part of the building and the painting is wrapping up. Ed said the Fire Department is grateful for the town's support. Jim said TDS will be transferring the phone and internet lines by January 17. Training to operate the building will take place on January 18, ownership will take place on January 24. An Open House will be scheduled when the weather is better.

3. Trustee's of the Trust Funds

A. Trustee, David Karrick is before the Board to talk about membership and technical support. David said for 18 years Dale Trombley did all the accounting and reporting for the Trustee's during those 18 years. Dale resigned as a Trustee, another was brought on board as a Trustee to work with Dale. Dale briefed the new Trustee on what was required and during that time David was busy campaigning for the Legislature. Once the election was over he got in touch with the new Trustee and learned nothing was done and had no plans to do so because the new Trustee was focused on getting his CPA. Going into December, the year end distributions needed to be distributed, David was able to work with Dale Trombley to get that done. David said legally all the needed distributions were done by December 31, 2018. Now the Trustee's needs someone to complete the accounting functions, he is finding it difficult to find someone with knowledge of municipal accounting which is a specialty. David has tried to find a replacement and has not been successful. He said Charter Trust that has about \$400,000 of the town's investments would take on most of that function for about \$1,500 a year. At this time there is no one to complete the end of year work for the Town Report and other required forms, MS-9 & 10 that need to be completed and submitted to the State. Kimberley asked if Municipal Resource Inc. has any resources to help, Jim will find out and will also check on other municipal accounting firms.

B. Martha Mical recommended the Board authorize \$1,500 for this year to get through the taxes. Kimberley agrees with Martha but would like to hear from MRI first.

Board Action

Selectman Carson made a motion to authorize \$1,500 for the Trustee's of the Trust Funds for completion of the MS-9 & 10 plus the tax return for 2019 and add the cost to the TTF budget for 2019. Chairman Edelmann seconded the motion, the motion passed.

C. Jim will email the Trustee for a resignation letter.

4. 2019 Final Capital Budget

A. Kimberley asked Martha Mical why the Budget Committee voted \$0 for the GIS warrant article. Jim said there were two discussions, it shouldn't be a capital reserve fund, it should be a special warrant article. The second question was does the town need a GIS and that's when the funding went down to zero. Jim did write a warrant article for the money needed to digitize the mapping for the website with supporting software. Martha said the BC wanted a town discussion at Town Meeting on how much property information/detail is wanted on the website.

B. The Budget Committee reduced Property Revaluation to \$20,000, and no funding for Riverbend. Martha said the BC's feelings regarding Riverbend is start low on any contribution. Kimberley still feels a representative from Riverbend needs to be at Town Meeting to talk on the article.

C. Kimberley wants to hear from the citizens at Town Meeting whether or not the voters want the Board of Selectmen to financially support the Rail Trail Project. The project is interested in a piece of town land that the town was directed to sell by the voters. Clyde noted that the rail trail is in the town's Master Plan. John said to Kimberley she could do a survey at the door on election day. Clyde said the town can have a warrant article to reconsider the sale of that property. Martha suggested adding wording so the town retains it for town use.

D. Jim said the Fire Chief is asking for the \$5,000 in the Fire Rescue capital budget be moved to the Equipment Replacement capital reserve.

E. Clyde asked if the Board moves forward with \$280,000 for Fire Rescue equipment, are there areas that could be trimmed? One area is Bridge Replacement, could that reserve be trimmed, also, once the numbers are known for the sprinkler system at the Public Works Department, could that amount be trimmed.

F. Jim said he and the Director of Public Works and the Water District had a discussion. The DPW would like to combine the site work to bring water to the Town Hall for a suppression system from Kearsarge Mt. Road with 2 other projects going from Latting Lane down to Main St. The Water District would collaborate with the DPW to replace the old iron cast piping from Main St. up to the fire hydrant beyond the school, all to be done in 2020. A conversation with the Fire Chief is needed for his thoughts on putting the suppression system off at the Town Hall until 2020.

G. Kimberley asked if the town will receive revenue from KENO. Clyde said the person that has the KENO does, the rest goes to education. Clyde read an email he sent into the record:

This is in reference to the December 11th Select Board Meeting Minutes. "NH Lottery has asked the town to consider a warrant article for KENO. The Board decided to let the voters decide".

I think the Board should reconsider this decision.

It's very nice for the NH Lottery to ask us to open up the town to KENO, but we have not had a business ask us to consider that and very likely, no current business in town meets the requirements for KENO. If and when we have a specific request, we would have a better discussion at town meeting.

Furthermore, there is legislation in the 2019 session to reconsider the partial funding of kindergarten with KENO profits. This is one more reason to hold off and see where this goes.

Finally, our zoning ordinance use table does not include gambling as a permitted use in any zone. Would KENO qualify as entertainment? I don't think so, but others may. This needs to be considered first by the Planning Board.

Clyde

H. Board Action's

Selectman Dabuliewicz made a motion to reduce money for the Revaluation for 2019 Capital Budget from \$25,000 to \$20,000. Chairman Edelmann seconded the motion the motion passed.

Selectman Carson made a motion to accept the Riverbend amount for \$200 instead of \$1,000. No second, the motion died.

The town will still present the GIS warrant to the voters for \$11,100. A representative will be available for the Selectman's meeting on January 29th for a demonstration. The Economic Development Advisory Committee will be

invited as well. Selectman Carson made a motion to adjust the GIS from \$10,000 to \$11,100. Chairman Edelman seconded the motion, the motion passed, Selectman Dabuliewicz did not vote.

5. 2019 Operating Budget

A. The increase from last year to this year is 2.94% increase in the operating budget, 8% overall including the debt payments in the operating budget.

B. Department Budget Increase/Decrease

- BOS 4.3%
 - Elections (45.2%)
 - Finance 23.8%
 - Tax Collector 9.8%
 - Treasurer no change
 - Town Clerk (12.5%)
 - Trustee's of the Trust Funds no change
- pay any difference in 2019 from the Contingency Fund.

- Assessing (30.6%)
 - Legal no change
 - Benefits 1.2%
 - Landuse 44.9%
- increase in outside services and legal services

- Town Hall .7%
- Old Graded School 11.8%

the cost of heating fuel increased as well as the usage. Martha is guessing the thermostats are not being turned down. Jim said the thermostats are programmed for when the building is being used.

- Old Fire Station \$4,150 is budgeted, may be reduced further.

- Cemeteries 2%
 - Property Liability 10%
- An increase of \$8,000 for property liability.

- Government Agencies no change
- Police Department 4.7%

The part-time wages are budgeted for the entire year, there may be room to reduce that line because the position is not yet filled. Clyde said there may also be a promotion in 2019 for a staff member and asked if it's reflected in the budget. Jim said he spoke with the Police Chief in November and went over the various adjustments for his staff and also talked about a promotion option for one of his officers and told the Police Chief to write up the rationale for the promotion and submit it to the Selectmen.

- Ambulance no change
- Fire Department 5.6%

Jim is going to talk to the Fire Chief to see if any reduction can be made in the Replacement Equipment line. Martha said the Fire Department also has the Fire Fighter's Association money. Kimberley said the town pays for the operation of the Fire Department. Kimberley said the FFA funds are not paid by the citizens of Warner and therefore should not be assumed they can be used as part of the operating budget for the Fire Department.

- Building no change
- Emergency Management 15.2%
- Highway 2.3%

Jim said he spoke with the Director of Public Works and asked if the \$135,000 for paving be used along with the paving money that has been encumbered. The DPW told Jim that he would use all the money. John said the Budget Committee was very interested in that question as well. The DPW will be meeting with the Budget Committee on January 10.

Department Budget Increase/Decrease

- Transfer Station 3.1%
Increase is due to wage increases and increased disposal/transportation costs.
- Health & Welfare (20.6%)
As Welfare Director, Jim said the direct assistance was low last year and he wanted to double what was spent with the idea the contingency fund has been expressed to be used if legal and welfare is overspent. With a \$10,000 buffer the full \$12,000 doesn't need to be budgeted for Welfare Assistance.
- Parks & Recreation 13.6%
Improvements are scheduled for the tennis courts and other areas at Riverside Park.
- Library .6%
The Library Trustee's will meet with the Selectmen regarding a warrant article the Library is proposing for increasing the Library Director's salary. John said the Library can submit a petition. A discussion need to take with the Selectmen regarding the Library building maintenance.
- Conservation Commission 18.9%

C. Jim will talk to the Fire Chief asking if he can trim down the money in his equipment line. The Capital Budget will be provided to the Budget Committee as well as the Operating Budget. The Warrant Articles have been emailed to the Budget Committee.

6. Wage Adjustments

A. Clyde said he did not attend the Budget Committee on December 27th, but has read the minutes. There was a lot of feedback regarding the approval of special increases to fit the salary matrix. Clyde said he has received a lot of comments since that meeting. It was a contentious meeting, Clyde felt everyone was in agreement with that. Clyde's concern is that contentious meeting is a prelude for a more contentious Town Meeting. Clyde proposed the Board of Selectmen consider rescinding the wage adjustments effective in January and put together a warrant article to bring to Town Meeting for voter approval. Clyde said that was the biggest concern he heard, it's an addition of roughly \$50,000 to the operating budget. Kimberley clarified the amount added to the operating budget, it is actually \$35,000. Clyde said no, it's in the \$50,000 range because you can't subtract out people who are not here anymore, it adds to the operating budget and carries forward to every year after that. What Clyde heard loud and clear is the voters would like an opportunity to vote on it. Clyde said the Selectman received feedback and he is suggesting the Board reconsider and bring the wage adjustments to the voters.

B. John said he takes objection to the \$50,000 plus because based on the employee's that are actually working for the town is about \$39,000 for salaries. Jim said there is a difference in what was budgeted for salaries in early 2018 to what is budgeted now for salaries. When Jim looks at the net cost, it s about \$37,000. Clyde said people are saying the Board should have held off and presented the adjustments in a warrant article and if the Board doesn't address it, there will be a lengthy discussion at Town Meeting. Clyde would rather have a warrant article, rather than having the budget reduced by \$56,000.

C. Kimberley talked about how last year's wage increase was presented in the operating budget to the voter's. It was presented, the town voted, but the voter's saw it separated out in Mike Cutting's presentation. Wages have been presented that way for several year's. Kimberley asked why does the wages need to be presented differently this year. Clyde said it is different this year, the Board usually says it's something for everybody, such as a cost of living increase. This wage adjustment was not for everybody, these were selected increases related to the Wage Study and some where quite large. Kimberley said then there will be a difficult discussion at Town Meeting. Clyde feel's it will not only be a difficult discussion, he said there is a trust issue as well and the wage adjustments should be brought to Town Meeting. Kimberley said she is not afraid of a difficult discussion if it's the right thing to do, which that Wage Study showed the Board what the right thing to do is, and the Board unanimously agreed it was the right thing to do. Kimberley asked the Board who is in charge of wages in this town? It's the Board of Selectmen, the employer. The Selectmen present the budget with the wages built into it to the Budget Committee, they can discuss it, and talk about it. But, the bottom line is, the Budget Committee is not the employer of the town. Clyde said he is not talking about the Budget Committee. Kimberley said to Clyde that he was voted to be a Selectman, and you voted in favor of the Wage Study, you are part of the Board that said we need to do a Wage Study. Also, Clyde voted in favor of making adjustments, not pay raises, not performance, not merit, to make adjustments to make the wages fair. Kimberley said to Clyde he did what he was voted in to do, he did what the Wage Study recommended, now the Selectmen present that as part of the budget.

D. Kimberley said because people don't like the fact that 2 or 3 people received a larger adjustment than someone else, and because it boils back down to some interpersonal issues within the Town Hall..... Kimberley said employee's have thanked her for having the bravery to move forward with the wage adjustments. Kimberley said she is not worried about the feedback so much as she is worried about what we did for the employee's, the approach that we took. Kimberley said the Board spent a year and one half working on the Wage Study, this was no surprise. Kimberley said it might be difficult at Town Meeting, it wasn't executed perfectly, but we did the right thing by our employee's.

E. Clyde said the Board received feedback that said we would like the wage adjustment brought to Town Meeting as a warrant article. Clyde said that was one of his arguments and several other arguments as to why the Board may want to do the wage adjustments differently.

Board Action

Selectman Carson made a motion to rescind the wages, bring the wages to Town Meeting as a warrant article and let the voter's approve it for us. No second, the motion failed.

Ken Cogswell asked Clyde how would the warrant article be worded, it's very complex. Clyde said he would say there were several adjustments made with the list of adjustments, the total of the adjustments that would bring employees in the town into the wage matrix that the Board accepted. Clyde said he doesn't have a problem with the wage matrix. Similar to what the Board presented with the original wage matrix back several year's ago and the voters said yes. Ken said wouldn't that come under the same discussion Kimberley was talking about when your trying to defend in the budget the amount for wages? Ken feels a warrant article will muddy things up. Clyde said it's a big change in the amount of \$50,000 that carries forward every year, just like the lease payment.

F. Jim said in 2009 and 2010, the Town Administrator then implemented a wage adjustment and a wage and step matrix. The minutes indicate in order to prepare for moving employee's on to the wage adjustment, there was an across the board a 5.9% increase in all wages and then all the employee's were adjusted. Then those who received an additional 4% or more on top of the 5.9 % would be set for the next year and those employee's who received 4% or less would be eligible in the next. This was done as part of the operating budget with significant amounts. Jim said there were employees at this time that received no less than 6% and as high as 14%.

G. Jim said going back to putting a separate warrant article is contrary to what the voter's voted on in 2001 when the voter's said we no longer want to be voting on warrant articles for separate salaries, roll it into the operating budget, that was a Town Meeting vote. Clyde said this is an exception to that vote. Jim disagreed. John said when the town provides a cost of living increase, that increases the budget every year as well. Clyde said that is awarded to all the employee's and can be justified. John said any time a raise is given that cost carries in the budget from year to year. Clyde said he read the minutes and received the feedback and thought it would make sense to rescind the decision and present the cost in a warrant, if no one else feels it makes sense, then he has said his peace. Kimberley agrees it may be a challenging question to deal with at Town Meeting, but if you believe in what you voted on, then we have that discussion. John said Clyde's point was clear, Kimberley agreed.

H. Kimberley said when the operating budget is presented, wages is a major part of the operating budget (1/3rd of the budget) because that is the majority of what this town is about, it's about our employee's that provide the services to this town. When Mike Cutting does the budget presentation at Town Meeting, discussion can ensue and if the voter's don't like the budget they can vote it down.

I. Clyde said we are asking the voter's to decide on a GIS, whether the town should keep a parcel of land. The Board feels those are important.

J. Martha Mical said she disagrees with the comment about the Budget Committee meeting being contentious. She thought the meeting went very well, and was not contentious, people had an opportunity to state their opinions. Clyde felt the Budget Committee meeting was contentious, there was a lot of good hard discussions and people have described the meeting as contentious. Martha said it was a good meeting where people spoke their mind and were not rude. Jim said he thinks there was quite a bit of rudeness going on at that Budget Committee meeting.

Kimberley said there was a statement made that she heard that made her cringe because somebody implied the Town Administrator fudged the numbers from the Thornton Wage Study before showing them to the Selectmen, that's a hell of an accusation to make and the Town Administrator did not get a chance to rebut that statement. Kimberley said she contacted Thornton yesterday and asked Thornton to show her the original numbers, and

Kimberley is very pleased to report (she wasn't doubting) that the numbers were not fudged. Kimberley received the exact same report from Gary Thornton directly that the Town Administrator sent to the Board of Selectmen. Kimberley apologized for having to do that, she needed to know that accusation was not accurate. Kimberley said it was disturbing that accusations were not nipped in the bud.

K. Kimberley said there was someone else who said that the new Town Clerk needs to learn how to do her job and therefore the Selectmen need to provide more hours to the Deputy Town Clerk because when one is trying to learn the new job the other is also being trained. Unless the previous Town Clerk did not follow RSA's which Kimberley doubts, our Deputy Town Clerk is fully qualified to be a Town Clerk and that's why she received a 40% increase in her hourly rate over a period of 6 year's. Kimberley said the former Town Clerk and the Town Clerk who were both sitting at the December 27th Budget Committee did not dispute that fact when it was presented because it was presented as a fact, but it wasn't actually factual. There are things in the December 27th Budget Committee meeting that are now in the minutes that citizens will read and not know the truth behind some of the discussions and some of the opinions. It was frustrating when strong comments were made, and people didn't get a chance to clarify. Kimberley hopes the Budget Committee gained something out of it, otherwise it seems like the meeting was a hell of a fight and hopes the BC finds a way to a productive conversation in the end. Jim said the December 27th meeting was very deliberate and he is getting tired of Leavitt stating false information, he has done that in the past in emails. Leavitt stated false information in public and Jim feels Leavitt definitely owes him an apology because Leavitt cannot substantiate any of the allegations that Jim has filtered information and kept information from the Selectmen. Leavitt's comments directly affect Jim's professionalism and it directly affects his relationship with the Board of Selectmen. Jim doesn't feel it should be tolerated anymore and intends not to tolerate it anymore and is hoping the Board of Selectmen will make a statement to the Budget Committee Chairman and the Budget Committee. Jim believes that Budget Committee meeting was a kangaroo court. Jim said he has never been in a municipality that would allow the kind of behavior that he saw on December 27th. The Chairing of the Budget Committee needs tremendous improvement.

7. Warrant Articles

A. Jim will rewrite Article 17 with the new figure \$11,100.

B. The Board agreed to eliminate Article 18.

C. Riverbend was changed to \$200.

8. Wingdoodle - Abatement Request

A. The town attorney pointed out to Jim during a phone conversation that the request for abatement per the attorney from Wingdoodle was not justified. The reason is not considered a normal reason for abatement and the Selectmen do not need to take any action. Jim said now the Board needs to look at this in a different light, does the Board feel the town has any level of responsibility. John asked to have the town attorney put that verbal opinion in writing.

9. Other Warrant Articles

A. The Selectman's office received a request to discontinue a Class VI right of way on Eliza Sanborn Trace and Davis Road and a request for a change in the Veteran's Tax Credit. Clyde has a concern about the Class VI roads and will be meeting with Nancy Martin, Chair of the Conservation Commission.

B. Jim talked to the Board about dissolving the Almoners of the Foster & Currier Funds. The Board will hold off for one more year.

C. Jim asked the Board if they want to move forward and present a warrant article to sell gifted land located in Rollins State Park. Martha Mical clarified that the land was not gifted, the owner didn't want to pay the taxes anymore. Clyde read an email into the record that he sent to the Selectboard:

1. We have already agreed to ask voters if we should keep the old fire station site along the river. This alone will generate a lot of discussion.

2. The next question should be what are we going to do with the current fire station. There is a lot of interest in this topic and we haven't talked about it. Be prepared to take some heat if we go into town meeting talking about 3 lots in the state park instead of some thoughts on the fire station.

3. Given that the 3 parcels are located within the bounds of the state park, there may be reason to protect them. I don't know the answer, but I think we should be asking the question.

4. Now, the reason for gifting the parcels to the town may have been that the previous owner didn't want to pay the taxes on them. That makes sense, since the owner lived out of state and didn't use the parcels. The point is that the

owner could also have easily sold them to someone else and achieve the same purpose, plus make some money on the sale. He didn't do that and in fact, went through multiple iterations with the town in the process of gifting them. I think that the town should respect the gift and retain stewardship over the parcels.

D. John asked if the parcels border the State Park, Martha said the parcel's border the road and abutted by other individuals on some sides and maybe one side of the property abuts the State Park. Kimberley says she knows of people that would like to buy a piece of Kearsarge Mountain.

E. Jim said Clyde brings up another point, does the Board also want to have a warrant article for voter's to direct the Board of Selectmen to sell the soon to be vacant fire station. Kimberley said the Board is not ready to have that discussion. Kimberley said the Board hasn't had the opportunity to review the survey from the Economic Development Advisory Committee regarding the feedback the citizens provided for the fire station. The Board agreed to meet before Town Meeting with the EDAC regarding the feedback in preparation for Town Meeting.

F. John agrees with Clyde about having a warrant article for the lots on Kearsarge Mountain.

10. Selling Town Parcels

A. The bid winner for town property sold on Chemical Lane decided not to take the bid and offered it to the second bidder.

Board Action

Selectman Dabuliewicz made a motion that the Board approve and accept the second offer in light of the fact it's the only offer before the Selectmen. Selectman Carson seconded the motion, the motion passed.

11. Meeting Minutes

Kimberley called for a motion to approve meeting minutes dated December 12,18 & 20 public and nonpublic. No motion was heard.

12. Manifest

Selectman Carson made a motion to authorize the Selectmen to sign manifests and order the Treasurer to sign Payroll check numbers 5681-5694 in the amount of \$37,541.08 (including 27 direct deposits), Accounts Payable check numbers 55888-55941 in the amount of \$178,006.03*. New Fire Station Accounts Payable check number(s) 126-127 in the amount of \$286,384.11. Chairman Edemann seconded the motion, the motion passed.

| Payroll Manifest(s) Amount(s) | AP Manifest(s) Amount(s) | Fire Station Loan Account Amount(s) |
|--|-------------------------------------|--|
| \$ 37,541.08 | \$ 5,069.34 | \$286,384.11 |
| | \$ 54,845.14 | |
| | \$ 85,260.91 | |
| | <u>\$ 32,830.64</u> | |
| | \$ 178,006.03 | |

*AP MANIFEST INCLUDES CHECK FOR \$6,100 TO BE REIMBURSED BY HWY EQUIP CRF (it is for the new 48" snowblower that was put on the sidewalk tractor, and the reconditioning of the tracker to take the 48" blower)

13. Consent Agenda

Selectman Dabuliewicz made a motion to approve the Consent Agenda for January 2, 2019:

To be signed:

1. Equalization Municipal Assessment Data Certificate
2. Abatement Application for Map 16 Lot 069-1
3. Building Permits for Map 14 Lot 15-1

Kimberley asked what the abatement is for, it was determined that the Assessor needs to review the application for recommendation. Selectman Dabuliewicz withdrew his motion in regard to the Abatement Application for Map 16 Lot 069-1. Selectman Carson seconded the withdrawal, the motion passed. Vote for Consent Agenda items 1&3, all were in favor, the motion passed.

14. Trustee's of the Trust Funds

Chairman Edelman made a motion to request from the Trustee's of the Trust Funds reimbursements from the following funds in the amounts listed below:

- Capital Reserve Fund for Highway Equipment in the amount of \$6,100 to pay for the 48" snowblower.
- Employee Health Expendable Trust Fund in the amount of \$67.98
- New Fire Station Site and Design Capital Reserve Fund in the amount of \$1,323.88 for testing concrete as well as SMP Architecture.

Selectman Dabuliewicz seconded the motion, the motion passed.

15. Public Comments

Ken Cogswell told the Board to hang in there.

16. Adjournment

Motion to adjourn at 10:00 pm

Board of Selectmen
Kimberley Edelman - Chairman
Clyde Carson
John Dabuliewicz

Recorder of the minutes: Mary Whalen