

Selectboard Meeting Minutes

Meeting Location: Town Offices **Date:** March 26, 2015

Meeting Opened: 7:00 pm **Meeting Adjourned:** 10:30 pm

Jay Jacobs, Chair	<input checked="" type="checkbox"/> present	<input type="checkbox"/> absent
Charles Michal	<input checked="" type="checkbox"/> present	<input type="checkbox"/> absent
Andrew Maneval	<input checked="" type="checkbox"/> present	<input type="checkbox"/> absent

Selectmen met with Winston Sims who requested that the Selectboard confirm that the board is not conducting any investigation or aware of any pending investigation against him. The Board confirmed this.

Selectmen met with Seth Kallman and Wes Tarr to discuss the Hancock Road paving project. Wes has identified a retired NH DOT engineer who could advise on traffic calming strategies to incorporate into the project. Selectmen wish to obtain a rate proposal as soon as possible, as it is important to move quickly on this project. Selectmen also authorized Wes Tarr to engage and work with Don Scott at previously established rates to file necessary NH DES/DOT reports and permit applications. Wes is seeking proposals for the paving/hot top portion of the project. Grinding will not take place till mid summer, but culvert placement and underdrains can be completed by July.

Selectmen outlined the need for preliminary site work by Town forces to be done preferably in May, but no later than mid June in order to be prepared for bidding the project. Selectmen engaged Seth Kallman to prepare detail survey/contours of existing site conditions from which site engineering drawings can be prepared.

Documents signed and reviewed:

Updated signature cards for Mascoma Savings Bank and signed new Authorities to Open Deposit Accounts and related Account Agreements. Town Clerk Donna Stone needs to certify and sign the Authority to Open Deposit Account as 'keeper of the records of the Town'.

Selectmen established a 2% COLA for 2015 and set pay rates for Town employees.

Selectmen signed the Report of Appropriations Actually Voted (NH DRA MS-232) for 2015. Total appropriations (other than school) are \$2,160,050.

Selectmen reviewed weekly financials, to include checks, revenues, payroll summaries and primary cash account balances, as well as year-to-date expenditures against budget.

Selectmen discussed the Primex Schedule of Exposures (insured values of Town assets). These values and the corresponding anticipated replacement cost carried in the current CIP plan should bear some relationship to each other. The Board asked Andrew to be in touch with Primex to understand their rating needs and standards, prior to completing requesting information forms.

Department Items:

Highway Department – Selectmen provide Wes Tarr with the current NH DOT – Road Inventory Collection Form with request that it be updated to meet the May 29th deadline to submit changes to the NH DOT.

Recycling Center – Andrew will contact Golder Associates to clarify Scope of Services for 2015.

Health Officer – submitted a Drinking Water Analysis Report for the spring on Town land that is used by residents at their own risk.

Planning Board – Selectboard is looking into ways to find appropriate candidates for a recording secretary for various boards. Until such a person is found and hired each land use board will need to take their own

minutes. Selectmen appointed Andrew to post an intern position at Keene State and drafted a job description to that end.

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Other Business:

NH DRA -- Stephanie Derosier has been chosen as our new municipal auditor

Upcoming Meetings:

March 30th --Town Audit will begin

April 16th -- Seaver Dam drawn down

May 4th -- Seaver Road Closed

May 24th -- Memorial; Service at 11am

May 25th -- Town Office closed

May 29th -- NH DOT items need to be completed

July 3rd -- Fireworks!!!