

**October 8, 2013**  
**Selectmen's Meeting/Approved Minutes**

Present: Selectmen: R.P. McGinnity Chairman, C. Moser, B. O'Grady & A.A. Milkovits  
Also present: Deputy Treasurer G. Fletcher

**Agenda:**

Meeting opened at 7:30 PM. The check manifest was reviewed and approved.

**Appointments:**

1. Eric Anderson, Building Inspector met with the Board to discuss his position as building inspector. He explained that he is not resigning as Building Inspector and has committed to one year in the position. The permitting business has been busier than he originally thought it would become and he feels that, at times, he may be losing money from his regular job to do this work. Mr. Anderson questioned the current hourly rate and stated that some surrounding towns pay \$25 an hour for this position. Raising the rate could be an incentive to stay as BI. The Selectmen set the pay rates and will consider changing the BI rate. He expressed again a need for an Assistant Building Inspector who could possibly be a replacement should he leave the position. The Assistant position will be advertised and the Board will interview applicants. A knowledge of building codes will definitely be a plus.
2. Health Officer Lynn McCann and Deputy Health Officer Eric Anderson met with the Board to discuss the issue at 651 Starch Mill Road. Chairman McGinnity made a motion to enter into a non-public session for an issue of reputation at 7:40 PM. The motion was seconded and voted in the affirmative to enter into non-public session. Present were the Selectmen, Health Officer Lynn McCann, Deputy Health Officer Eric Anderson and A.A. Milkovits. After discussion on the issue, a plan of action was determined by the Board. Session ended at 7:55 PM.
3. Recreation Committee members, Jeannine Phalon, Jennifer Messer and Linda O'Grady gave the Board an update on the Old Home Day festivities. The weather was perfect, the vendors did well; even though there was a lighter turnout, the day was successful. Note was made that Dee Mitchell donated all the proceeds from the sale of her baked goods to the Recreation Committee. Selectmen commended the Committee for their efforts for Old Home Day. Selectmen reminded the Committee to post notice of their meetings on the outside boards and town website. They should also post their meeting minutes on the website. The Recreation Revolving Fund was discussed and the Deputy Treasurer was present to explain the mechanics of the fund: the Treasurer has custody of the fund and all deposits and payments to and from the fund are authorized by vote of the Recreation Committee. Any bank fees associated with the fund will be debited from the Recreation fund or budget line.
4. Ron and Roseanna Dube met with the Board concerning their deed, property cards and the tax map of their lots, K-19 and L-1. They are in the process of refinancing and the bank will not issue the mortgage because their deed does not match the layout of their lots on the tax map. They also presented a boundary plan that was done on their property in 1966. The Dubes only want to mortgage the small lot around their house, about one and a half acres, as shown on the boundary plan. They claimed that the lots had been merged into the two large lots

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as present on the town tax map, one on each side of Townsend Road, since they bought the property. They stated that this discrepancy had been brought to the attention of the Selectmen at that time but no corrective action had been taken. After more discussion, Selectmen made the recommendation to the Dubes to seek legal help to draw up new deeds to match the present tax lots for the mortgage description.

5. Health Insurance Study Committee members: Chairman Fred Greenwood (Employee representative), Maria Eaton, Mary Wolfe and Jeff Babel presented their study and recommendation. The Committee held many meetings with various speakers and researched many health plans with both the public and private sectors. They explained their recommendation for Lumenos 2500 which would still be administered through the Health Trust. This policy involves a \$5,000 deductible before it would become a traditional health plan. The Committee recommended that the town set up the deductible fund (HRA fund) for each employee with a third party administrator. The administrator would be an additional cost of \$100 per employee. The deductible funds would be controlled by the town not by the individual employee. Switching to this health plan would be a significant savings to the town for the cost of the policy. Selectmen will meet with Lea McLaughlin in November for further discussion of the plan and set up the timeline for the change. Selectmen will submit a warrant article for the 2014 Town Meeting to cancel the "80/20" deductible now in place for new full-time employees as the new health plan will be a much greater savings to the town. Chairman McGinnity commended the group for their diligence in researching the health plan and for their excellent job in finalizing a recommendation. Mrs. Wolfe stated that it was a good experience for residents to participate in this study. The Board thanked them for their help.
6. Police Chief Barry Hutchins discussed the following:
  - Safety Committee recommendations for lockdown: the Chief emailed a lockdown policy and procedures to the Board with specific steps. The Selectmen approved the interim adoption of this policy and procedures for all town employees to follow during a lockdown. This will be reviewed with all employees and the Safety Committee before final adoption. A practice drill will be planned at a later date. Mason School District received notification from the Police Chief to add both the Town Office and the Library to their lockdown notification list. The District confirmed this directive.
  - Town credit card: Second request for Highway and Police Departments to have their own credit cards. At present there is one debit/credit card that is used by the departments and limited to a \$5,000 balance. After more discussion, the decision was made to issue two more cards attached to the debit/credit account. The Treasurer will be informed of this decision. The Selectmen will review the debit/credit card statements with attached receipts. Any missing receipts for charges will be reimbursed by the individual making the charge.
  - Stipend for insurance opt-out: The insurance opt-out stipend will remain even if the health plan is changed.

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**Selectmen reviewed the following:**

**Old Business:**

1. Re: Minutes – Motion was made, seconded and voted in the affirmative to accept the Selectmen Meeting minutes and the Staff Meeting minutes from September 24, 2013, as written.
2. Re: Quarry Gift Deed - The Quarry gift deed is ready for the grantors initial signing before the Selectmen sign the final acceptance.
3. Re: Sale of lot K-52 - Selectmen reviewed the article granting them authority to dispose of tax deeded property, per RSA 80:80. Note was made that placing a conservation (agricultural) easement on the property before a sale would control any further development of the lot. No final decision was made on this issue.
4. Re: Business at 24 Townsend Road – Board of Adjustment has rejected the application of the Welshes as incomplete at this time. The Welshes did appear before the Planning Board for an informational meeting but were told to apply to the B.O.A. first for a Special Exception before proceeding for a Site Plan Review.
5. Re: PD weapons order – follow up email from Chief Hutchins to Terry Regan, distributor.
6. Update on personnel issue – follow up email from Chief Hutchins.
7. Re: Lockdown for Town Offices and Library – discussed with Police Chief Hutchins.
8. Re: 1261 Townsend Road – Letter was received from Wells Fargo Mortgage Company concerning the notice sent by the town about the health and building violations at the property. Since the corrections have been done to the property, there is no further need to inform the mortgage company.

**New Business:**

1. From DRA: Technical Information Release concerning revised schedule for municipal tax rates. Schedule for setting tax rates may begin by October 22, 2013.
2. From DRA: Instructions for completing Municipal Assessment Data Information. Form will be completed online and certificate signed by November 15, 2013.
3. Police logs
4. From DRA: Average Stumpage Value List – October 1, 2013 to March 31, 2014.
5. Planning Board minutes
6. From U.S. Department of Justice – notice that equitable sharing payments will be reduced by 10 percent of the awarded amount due to “fiscal challenges”.
7. Notices from Health Trust – 2014 Notices of Individual Creditable Coverage. These notices will be distributed to members by Health Trust. Also notice of proposed changes to 2014 Slice of Life Program was reviewed.
8. Notice from PLT concerning annual meeting and new organization for Board of Directors.
9. Notice from Primex Unemployment Compensation concerning conference calls between NH Department of Employment Security and Primex for initial unemployment claims. The town will not participate in these calls but will provide all information as requested by Primex.

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10. Other:

- Notice of Mortgage Foreclosure - John Thompson, 847 Greenville Road
- Notice Re: One West Bank V. Martin Ruggiero
- Notice – NHMA Conference, November 6-7, 2013
- Re: Settlement with Walter Alford – Selectmen discussed possibility of tendering a settlement offer to Walter Alford: grant necessary easement to maintain drainage on his property, town will put in culvert across Starch Mill Road contingent on engineering plan and permission from the state for runoff flow to state forest, no indemnification. There was concern that the Planning Board had allowed the subdivision that helped to create the problem.
- Reminder of A.A. Milkovits' upcoming vacation from October 14<sup>th</sup> to October 28<sup>th</sup>.

Meeting adjourned at 10:11 PM.

Respectfully submitted,

Barbara L. Milkovits

Administrative Assistant