



**APPROVED(2/4/14)**  
**MINUTES**  
**BOARD OF SELECTMEN'S MEETING**  
**JANUARY 14, 2014 7:30 P.M.**

Chairman McGinnity opened the meeting at 7:30 P.M. and announced that he would not be running for re-election. He proposed handing over the chairmanship, and moved to appoint Charlie Moser. Selectman O'Grady seconded, and the motion carried.

Pete McGinnity moved to approve the minutes from the December 17, 2014 meeting. Chairman Moser seconded, and the motion carried.

The Board approved the payroll manifest, which it had never been provided previously.

The Board passed over the Accounts Payable manifest pending an answer from the Fire Chief about a reimbursement request.

At 7:30 p.m., the Board met with Moderator Catherine Schwenk regarding her budget. Ms. Schwenk asked why she had been paid less than the \$250 budgeted in 2013. The Board agreed to look into the matter. Ms. Schwenk said that she appointed Mary McDonald the Assistant Moderator and she wants to include a stipend for her in the 2014 budget. She provided background on the position's duties, estimating 23 hours per election. She explained that the ballot clerks receive minimum wage, the Town Clerk is paid her salary, and the Deputy Town Clerk is paid \$12/hour. The counters are volunteers, and the Supervisors receive a \$500 stipend. Ms. Schwenk said there are three elections and a Town Meeting in 2014.

The Board deliberated on Ms. Schwenk's request. Chairman Moser proposed she be paid \$110 per election and the Assistant \$40 per election, which would bring the line to \$600. For the four ballot clerks, Pete moved they be increased to \$8 per hour. Selectman O'Grady seconded, and the motion carried. Ms. Schwenk requested \$50 per election for the Assistant, but the Board denied the request.

Next, the Board met with Barbara Milkovitz and her husband. After welcoming them, Chairman Moser asked Barbara if she would like a non-public session. She declined. Barbara explained that she and her husband were in a life-threatening accident. She asked the Board to clarify her employment status, noting that she had emailed the Board requesting to come back 3 hours per day, 3 days per week. She said Selectman McGinnity had said not to come in until she met with the Board. She then called her doctor and got a note clarifying her ability to return to work. Then, she received an email from Ms. Pini stating that she was cut off from short term disability and had no more vacation or sick leave. Ms. Pini also told her there was a letter coming regarding her request to return to work. Ms. Milkovitz expressed her displeasure with the way she had been treated.

Ms. Milkovitz went on to explain the conversation she had with Sandra at Health Trust. She learned that the Town was supposed to give her a form, which they didn't. She also said that her vacation and personal time had been re-set as of the first of the year. She said that the letter from the Board requested a certificate of fitness for duty, which is for Worker's Comp, not short term disability. She disagreed with

the Board that her return to work on a part time temporary basis would be disruptive.

Chairman Moser thanked her and moved to continue the meeting in a non-public session for this Personnel matter, which also involved other employees. Selectman O'Grady seconded the motion. Mr. Milkovitz objected. The Board voted in favor of the motion. Mr. Milkovitz refused to move. Chairman Moser said he was out of order. Mr. Milkovitz continued speaking and threatened Chairman Moser. The Police Chief warned him to stop. Chairman Moser said Mr. Milkovitz was not welcome in the non-public session. The Board went into the office with Ms. Pini and Ms. Milkovitz for the non-public session.

When the Board returned from non-public session, they met with Ken Grimes and his wife, owners of Pickity Place. Mr. Grimes said he came in to speak with the Board in response to a letter he received from the Town. He said that he had received an email from his neighbor, complaining. He went on to say that twelve times per year, he does special dinners. Mr. Grimes said he never knew about a permit limiting the hours to 10-2. If that is the case, he wants to change the hours. Chairman Moser explained that either the Planning Board or Zoning Board set those hours, and he recommended that Mr. Grimes review the files and apply to the appropriate Board for a change. He added that the Selectmen are the enforcement Board, which is why the letter came from them. A question was raised as to whether the Board had reviewed the files. Chairman Moser said they had. Another question was raised whether enforcement efforts would continue if Mr. Grimes followed the Board's advice. Selectman O'Grady said that if people are in the process of complying, the Board probably won't.

State Representative, Melanie Leveque came to introduce herself and inform the Board she would be conducting monthly visits. The Board agreed they would be helpful and suggested various times for her to come. A suggestion was made that she provide information on the Affordable Care Act.

#### New Business

The Board discussed a request to clear a field on the Rouse property. Selectman O'Grady explained that the owner had questioned whether he needed permits. The Board agreed that he didn't, provided he complied with timber regulations.

There was a discussion about a payment to A-1 Enterprises that had been lost. The Board agreed to re-issue the check and have the Police investigate the status of the original check.

The Board reviewed an application for current use on Map K, Lot 10-2. All agreed that the map was clear and since the owner was adding this land to 13 acres already in current use and leaving 4 out, the Board signed the application, approving it.

The Board reviewed the engagement letter from the auditor and approved it. The Board tabled the questionnaire the auditor had sent. Garth, the Deputy Treasurer questioned whether the auditors could help with an internal controls review.

The Board held a work session on the 2014 proposed budget, noting that the budget hearing would be the following week. Garth requested the Board post the budget on the website prior to the public hearing and the Board agreed to do so.

The Board asked Dave Baker about receipts for the reimbursement request he had submitted. He said he

would get them.

Selectman McGinnity pointed out that the proposed budget was higher than last year's budget. He proposed keeping salaries at a 3% increase and cutting anywhere they could. Fred Greenwood noted that he hadn't been asked about the Town Common or Town Buildings.

The Board reviewed the 1/14/2014 draft budget and discussed a number of changes that Selectman McGinnity proposed, as highlighted in the draft. After much discussion Selectman O'Grady moved to approve the budget as amended. Selectman McGinnity seconded and the Board voted in favor of the motion.

Ms. Pini, Interim Administrative Assistant, shared a draft Warrant with the Board and members of the audience. The Board requested it be sent to Attorney Dresser and the Department of Revenue Administration for review. The Board agreed to present the warrant to the public at the budget hearing.

Credit Card Policy – Chairman Moser explained that he had drafted the policy based on Hooksett's policy. After review and discussion, the Board agreed to raise the Department Heads' spending limit to \$1,000. Selectman McGinnity moved to approve the policy with the change. Selectman O'Grady seconded, and the motion carried. Chairman Moser agreed to make the changes and bring it back for Selectmen's signatures before distributing to Department Heads and getting their signatures.

Selectman Moser said he noticed a lot of personnel related mail the Board hadn't seen before, so he developed a folder system where it could be reviewed.

The Board agreed to dedicate the 2013 Town Report to Ken Wilson, the former Building Inspector who served 45 years.

The Board agreed to hold a meeting with Town employees and officials in two weeks, in response to a request.

The Board suggested that after the budget is finalized and the Town Report is done Ms. Pini re-apply for the Tax Anticipation Note.

Wolfgang Millbrandt about the Administrative Assistant. Chairman Moser explained that the Board had entered into a contract with MRI. 10 days notice is required to terminate the contract.

Barbara Devore confirmed that the Board would meet with Liz Fletcher and the Conservation Commission on the 28<sup>th</sup> to discuss rules for the quarry. She also said she was willing to proofread the Town Report.

Garth said Allana, the webmaster, has been emailing. Selectman McGinnity said the Board is aware of the lack of an email policy. He suggested developing one at a later date.

Dave Baker asked the Board to enter non-public session for a personnel matter. Selectman O'Grady moved to do so. Selectman McGinnity seconded and the vote was as follows: Chairman Moser – yes, Selectman O'Grady-yes, and Selectman McGinnity-yes.

When the Board returned from non-public session, the meeting was adjourned.