

**Minutes of the
Board of Selectmen Meeting
Wednesday
June 15, 2016**

Board members present: Chairman, Roberta Fraser, Herbert Stephens, Jack Marsh, Ben Kilanski and Raymond Williams. Also present the Water/WW Superintendent Rick Meleski.

First order of business: Open meeting

The Chairman opens the meeting at 7:00pm.

Second order of business: Business and minutes

The board reviews the minutes of 6-8-16 for approval. Selectmen Kilanski ***makes a motion*** to approve, Selectman Marsh seconds. The motion carries 5-0.

Selectman Fraser reads a memo from the Winchester Historical Society asking the BOS to consider closing the Ashuelot Covered Bridge all day on Sept. 10th for their craft fair, which is also the same day of the Bridge Dinner. Selectman Fraser wasn't sure if it's a good idea having it closed all day. Selectman Kilanski stated maybe it would be better all in one day than having it closed 2 different days. Selectman Fraser asked Karey to call to clarify the time, but they would lean towards a separate date.

The Emergency Management Performance book is due to be updated. This is done every 5 years. The Southwest Region Planning Commission handled this grant for the town in 2009. Selectman Fraser states we need to make a motion to hire Southwest Region Planning Commission to complete this for the town again. The last time this was done the cost was \$4500. Selectman Stephens ***makes a motion*** to approve the Southwest Region Planning Commission for the job. Selectman Williams seconds. The motion carries 5-0.

Selectman Fraser asked if the board had read the job description for the Town Administrator position. Selectman Kilanski to approve the job description but we need to add that Assessing is also part of this job description.

There is a quote from Henri for a new zero turn lawn mower. Also is willing to pick up the Thayer Library properties and Ashuelot Fire Station. With the new mower the time for mowing all the town properties will be cut back. This would then allow Henri to add the 2 extra properties. Also is asking for 2 weeks paid vacation. Selectman Stephens has been doing it for 2 years and is paid for his time. The quote is for \$2898.00 42 inch Hustler. Selectman Marsh states we have Chan still mow or ask to use the water/sewer new mower. Rick is not in favor of letting Henri use the mower. It could be a scheduling issue and the dept takes pride in their equipment. Selectman Marsh asked about the cemetery and how they turn their mowers over every 2 years. We can continue with Chan mowing this year and maybe we could get one from them next spring. Selectman Fraser asked Karey to talk to Cliff at the cemetery to see when the next time they will be getting rid of a mower. Board agrees with letting Chan continue and pay \$65.

Sewer abatement has been received for map 31 lot 28 in the amount of \$14.40. Selectman Marsh ***makes a motion*** to approve this abatement. Selectman Kilanski seconds the motion. The motion passes 5-0

Tax abatement has been received for map 8 lot 119-67B in the amount of \$716.19. Selectman Kilanski **makes a motion** to approve this abatement. Selectman Stephens seconds the motion. The motion passes 5-0

Tax abatement has been received for map 8 lot 119-49 in the amount of \$290.29. Selectman Kilanski **makes a motion** to approve this abatement. Selectman Stephens seconds the motion. The motion passes 5-0

Tax abatement has been received for map 8 lot 119-10 in the amount of \$49.52. Selectman Kilanski **makes a motion** to approve this abatement. Selectman Stephens seconds the motion. The motion passes 5-0

Tax abatement has been received for map 8 lot 119-61 in the amount of \$402.00. Selectman Kilanski **makes a motion** to approve this abatement. Selectman Stephens seconds the motion. The motion passes 5-0

Tax abatement has been received for map 8 lot 119-11 in the amount of \$136.00. Selectman Kilanski **makes a motion** to approve this abatement. Selectman Stephens seconds the motion. The motion passes 5-0

The board received a volunteer form from Jason Koerber for the RED Committee. Selectman Kilanski **makes a motion** to approve the form. Selectman Williams seconds. The motion carries 5-0.

The board reviews estimates for window replacement and repair at the Conant Library. Marvin Smart estimate is \$2490, Cheshire Glass is \$2615, and Carbone is \$870. Karey contacted all three companies to confirm the work that was to be done. Carbone's bid was less than the other 2 bids, but list the same items to be fixed. Selectman Marsh **makes a motion** to approve Carbone to do the work. Selectman Kilanski seconds the motion. The motion passes 5-0

The board reviews and approves the following financial documents:

Selectman Stephens **makes a motion** to approve the Southwest Region Planning Commission invoice in the amount of \$3416.00. Selectman Kilanski seconds. The motion carries 5-0.

Selectman Kilanski **makes a motion** to approve the payment for Monadnock Security Systems in the amount of \$2283.00, Selectman Williams seconds. The motion carries 5-0.

Selectman Kilanski **makes a motion** to approve the reimbursement to Forest Fire in the amount of \$281.00, Selectman Stephens seconds. The motion carries 5-0.

Selectman Kilanski **makes a motion** to approve the purchase of 2 carports to cover the sludge tank and utility truck for the wastewater treatment plant in the amount of \$7730.00. The current covering is falling apart. This way during the winter months the truck would also be under cover. Selectman Kilanski asked if Rick had priced out building it himself. Selectman Stephens seconds. The motion carries 5-0.

Selectman Fraser reads James Meacham and Peter Bowers letters of resignation from the police department. Selectman William would like to do exit interviews with these officers. He would like to know why we keep losing officers. Selectman Kilanski **makes a motion** to accept the letters. Selectman Stephens seconds.

Firework permits have been received for: Winchester Speedpark-512 Keene Rd. 7/2/16 & 9/3/16 @ Dusk; Michael Thibodeau-140 Bolton Rd. 7/2/16 @ 8pm and Forest Lake Campground-331 Keene Rd. 7/2/16 @9:30 (rain date 7/9/16) Selectman Stephens makes a motion to approve all firework permits. Selectman Kilanski seconds the motion. The motion passes 5-0

Two firework permits were denied for not being passed in 15 days before the day of display. Selectman Kilanski **makes a motion** to approve. Selectman Stephens seconds the motion. The motion passes 5-0

Selectman Fraser wants to remind everyone about Sharon's retirement party next Wednesday 22nd @12:00. Also next Wednesday 22nd we have a work session @6:00pm with Barry Bordner, Mitchell Sand & Gravel and Avitar.

Selectman Marsh would like to talk about the Town Hall hours. Selectman Marsh makes a motion starting July 5th 2016 that the town hall hours will be Monday thru Friday 7:00 am to 4:30 pm with 1 hour lunch. Selectman Kilanski seconds the motion. Selectman Fraser asks for any decision on the motion. Selectman Fraser asks what is your reason Jack for the change. Selectman Marsh has been listening to the public, the citizens of the town. Selectman Fraser states she has heard no one complain or file any complaint. Selectman Marsh deals with the public everyday so I hear it and I'm the messenger that gets shot. Selectman Marsh believes the town hall should be open to the public 5 days a week. Selectman Kilanski states he has heard complaints because he is an inspection station. Selectman Fraser states her concern about the hours, we cannot dictate Jim's hour per RSA. We can say if Jim will receive benefits & vacation from the town. Which he does. Even before Jim, Marg would follow the town policies and hour in return they would be treated as a town employee. Selectman Fraser states He might just say that he will only be open 8 hours and you guys can force it. Selectman Marsh states we do have a full time deputy clerk. If the elected town clerk doesn't choose to work the deputy clerk can. Selectman Marsh says there are not a lot of benefits paid out to elected town clerks. We are lucky Jim does a great job. Selectman Fraser states that he did inherit the position. Selectman Marsh states if he is to be treated as an employee with benefits, then he should be treated as town employee with the hours. Selectman Fraser states that he has the right to disagree, not sure if he will but he has the right. We will have to discuss it with him. Selectman Fraser says there was a vote a few years ago on the clerk's hours and it is not legally enforceable. This was made clear several times by Bart. Selectman Fraser says we will have to change the personnel policy basically referencing holidays. Right now they don't get paid for any Friday holidays but now they will. Selectman Fraser can see both sides the biggest thing would be able to register 5 days a week. Selectman Fraser asks Karey if they are busy in the morning or afternoon. Karey states it depends, the beginning of the week it seems to be the morning. The busiest times are morning when they are going to work and the afternoon when they are coming home from work. Most people live in town work out of town. It's 50/50. I can say last year when the hour change came up Jim was doing a tally with people asking if these hours are working for them. I believe that only 2 people were unhappy out of a month of asking customers. Selectman Marsh wanted to add to that he spoke to 4 town employees that were not asked including myself. I was never asked and I knew Jim was doing it. I don't take too much faith in that pole. Selectman Fraser stated that our part time employees will have to adjust their hours because we will expect them to work 5 days a week also. Selectman Marsh thinks that the department heads can set the hours. Selectman Fraser asked how Karey feels about the changes because you will be affected. Karey states I won't lie but I don't like the idea. Being here 10 hours a day we can get a lot accomplished, Again it's about the people, we see them in the morning and in the evening. Selectman states that a 5th of the year the town hall was only open 3 days a week due to Monday holidays. Selectman Fraser thought maybe keeping it open 7 to 5:30 but alternate day & people in the departments. Karey states that would leave someone alone at night in their office it's not safe.

Selectman states you do it now when Jims on vacation. Karey says that's true but if it's going to be an ongoing thing that could be an issue. Selectman Kilanski adds we could take a look in a few months and see if there are any adjustments that need to be made. At least we are taking a step to being open 5 days. Selectman Williams says he agrees with Jack being open 5 days a week. If people are going to take a half a day off they want to do it on Friday. Selectman Fraser adds that there are other towns that come in first thing but they are not open to the public. They would use this time in the morning to get caught up and no interruptions. Maybe we can look at doing something like this later. Selectman Fraser calls a motion. The motion passes 3-2

Third order of business Public comment

Robert Spruill asked the board to not accept any letters of resignation from any members from the RED Committee or Historical District commission. Mr. Spruill feels that at this time there are too many important things going on with these boards to have members leave. It could be a big setback with all the important work they have been doing. Also if they were to leave it could open us up to a possible lawsuit. Selectman Fraser tells Mr. Spruill that the board can except the letters of resignation but can't force them to go to meetings. Mr. Spruill believes to lose members during the summer when there are so many things going on could be awful. Selectman Marsh asks would it be better to put someone in place as soon as possible than later or have an open seat. Mr. Spruill says that would have been fine before all the meetings and the public hearing. Now it could be a liability for the HDC & the town with what they have going on now. Selectman Marsh states we should have alternate for these committees just like the Planning board. Mr. Murphy states we don't have people knocking down the door, but we do have 1 alternate Val Cole. Mr. Spruill asks the board to use any powers they might have to convince the members to stay on at least until the fall.

Jeremy Miller from Access wants to let the board know they have a job description for the new teen program. Also there will be a member from Access that will come once a month to update the board.

Barry Montgomery states he is also concerned with the HDC and the Mr. Mikes project.

Ken Cole hopes that the board will encourage the people to stay on as HDC member. Would like to add that a lot of people come through town on Friday and might want to come into the town hall to see what's going on. Mr. Cole states he was issued a dog fine last Friday. The issue he has is that 2 cruiser and Mr. Parks came to issue the fine. Also 60 feet from my house there is a dog trap trying to catch this wild dog and inside there is bate. Mr. Cole is having a hard time keeping his dogs away from the trap. Selectman Fraser asked why were you issued a fine. Mr. Cole states inside the trap is a camera which caught his dogs lose and inside eating the food. Selectman Fraser asked if he was notified about the trap & camera. Mr. Cole answered no. Mr. Cole was outside yesterday and a town cruzier came by his house doing at least 60mph. Not sure how this would be handled. Selectman Marsh told Mr. Cole he talked to the officer and was informed there was a 911 call from Hinsdale a husband threaten to kill his wife. The officer went to help Hinsdale. The issue was addressed. Selectman Fraser stated that it's not up to the board on how the police answer a call. Selectman Williams states that the issue you have concerning the animal control officer it should go through the chain of command. File the complaint with the chief and let him investigate it. Then if you are not satisfied with the outcome then come back to the board.

Robert Leustek says that he agrees with Robert Spruill and encourages the HDC members to stay on.

Selectman Kilanski has heard positive feedback on the farmers market. Gloria Leustek stated it went well considering the rain, but did have 2 more guest vendors. One the vendors from Richmond will be putting the info in the Richmond Rooster newsletter.

Mike Coope asked when will the highway be up on High St & Michigan St. to pave where the water department had a leak. Rick stated it's on the schedule to do Forest Lake Rd & High St.

Fourth order of business: Non public under RSA 91:A3119(a)(c)

Selectman Fraser **makes a motion** to enter non public session under (a)(c), Selectman Kilanski seconds. A roll call vote was taken and members vote "yes" individually and the board convenes in non-public at 8:20 pm.

Fifth order of business: reconvene

The board reconvenes in public session at 9:55 pm.

Selectman Stephens wants to ask Dale about fixing the hole on the sidewalk down by 71 Main St.

Selectman Williams would like to ask for an exit interview with both of the police officers who resigned this month. Selectman Stephens will sit in on these interviews.

Selectman Kilanski **makes a motion** not to seal two sets of minutes under (c). Selectman Marsh seconds the motion. The motion passes 5-0. Selectman Kilanski **makes a motion** to seal one set of minutes under (a). Selectman Marsh seconds the motion. The motion passes 5-0.

Selectman Marsh makes a motion to revisit his original motion on the hours for the town hall. Selectman Kilanski seconds the motion. Selectman Marsh new motion is to start the new hours effective 7/3/16 7:00am to 4:30pm with a 1 hour lunch. Selectman Williams seconds the motion.

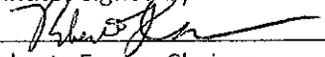
Sixth order of business: Adjournment

Selectman Kilanski **makes a motion** to adjourn at 10:00 pm. Selectman Marsh seconds. The motion carries 5-0.

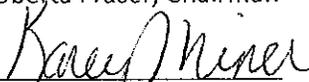
Minutes respectfully submitted:
Karey Miner, Interim Administrator

Minutes approved by the board on:

Minutes signed by:



Roberta Fraser, Chairman



Karey Miner, Interim Administrator