

FINAL



**WEARE BOARD OF SELECTMEN
MEETING MINUTES
April 2, 2007**

PRESENT: HELEEN KURK, CHAIRMAN; TOM CLOW, VICE CHAIRMAN; DONNA M. OSBORNE, SELECTMAN; WENDY F. CLARK, SELECTMAN

TOWN ADMINISTRATOR: Fred Ventresco

RECORDING SECRETARY: Cherry Palmisano

GUESTS: Greg Begin, Frank Campana, Mike Atkinson, Chief Richards, Richard Butt, Bill Tiffany, Evelyn Connor, Susan Morin, Chris Hague, Carl Knapp, Rod Hansen, Terri Wahnowsky, Ray Kelly, Mark A. Nelson, Peter Potvin, Charles Metcalf, Jim Blouin

6:00 p.m. Chairman Kurk called the meeting to order.

1. PUBLIC PARTICIPATION – Mr. Richard Butt asked the Board what promises have been made to update the Town's website. Chairman Kurk said Ms. Tina Pelletier is making arrangements to train Mr. Ventresco as well as other employees. Chairman Kurk said they did get the Town Report on the website but not the minutes.

Mr. Butt said is not clear what the issue was about the raises being put in the default. Chairman Kurk said the only way to put the raises in the budget would be if they were contractual. Chairman Kurk said the RSA clearly states the contract is needed to include the raises in the default. Mr. Butt said this is encouraging employees to be Union and said other communities have their employee raises included in the default. Chairman Kurk said Goffstown did include their raises in the default but she is not sure how that was done. Vice Chairman Clow said they all agreed on the morning of the Deliberative Session to remove the amount for raises from the default, but prior to that they did not all agree. Vice Chairman Clow said he feels he was the pivotal person regarding the raises not being in the default and feels he should have been looking at how many default budgets there have been in the past. Vice Chairman Clow said some towns include raises and some towns do not include raises in the default. He is unsure what his thinking will be in the future but knows they should have a default budget they could live with. He was convinced, as was everyone, if the raises were included in the default budget the proposed budget wouldn't pass, and in fact it did not. Mr. Butt said now they are looking for \$36,000 from the default and says they are going to have more of a problem next year.

It was discussed there is a legal opinion from the Town Attorney; Mr. Butt would like a copy of the Attorney's opinion. Mr. Ventresco said this was not a solicited opinion but the Attorney did say they do not recommend the raises being in the default. Mr. Butt said he hopes the Board and the Benefit Review Committee look into this further and that the employee reviews mean something in the future. The following are the members of the Benefit Review Committee, Naomi Bolton, Tom Clow, Jon Osborne, Joan Couhie and Florence Corey.

Mr. Butt said the Board needs to look at the Police Chief Salary. He researched the contract of the former Police Chief and he would have been making \$94,000; the current Police Chief is making \$65,000. Mr. Butt feels the Board has the authority to give an increase. Chairman Kurk said the Police Chief will be up for reelection this year and then the BOS will discuss the salary and the form of how the increase is determined. Mr. Butt asked if

FINAL

the Board had the authority to give the raise increase now. Chairman Kurk said yes they do. Mr. Butt feels this really needs to be looked at and he gives credit to the Chief for all he has done.

Ms. Evelyn Connor announced the Weare Patriotic Celebration will be held July 6th, 7th and 8th. Ms. Connor said the Committee is looking for volunteers to help with the event, if interested please call Ms. Connor at home 529-1748 or call Laura Buono at home 529-4685. Ms. Connor said they could really use the help to make the event a success.

2. DEPARTMENT HEADS – Ms. Connor said there are issues with passports; they are taking 10-11 weeks at this time to process. Ms. Connor said even the expedited passport, which will cost more, is taking 4 weeks.

Ms. Connor reminded residents there will be a Rabies Clinic on Wednesday from 5:30-6:30 at the Town Hall. Dr. Dutton will be administering the shots at a cost of \$10.00 and the office is open until 7:00 that evening for licensing. Please call 529-7575 if your dog is no longer with you. All licenses must be renewed before May 1, 2007.

3. DISCUSSION ABOUT STAFF RAISES & BUDGET – Mr. Ventresco went over the totals from each Department giving a total of what it would cost to give each Department a raise.

DPW - \$13,000 to give a 3.5% raise, \$10,500 for 3.0, \$9,400 for 2.7

Mr. Ventresco informed the Board he asked Department Heads to find the 3.5% within their budgets. Mr. Knapp said he will do his best to take this money out of the sand and salt line, budget \$115,000 spent \$65,000 at this time.

Chairman Kurk said looking at all the Departments there are some Departments that have no money to give up.

Transfer Station - \$1,650 to give a 3.5% to everyone. Mr. Knapp said he could take it out of waste demo and debris line budgeted \$9,700 have \$8,000 left in the line.

Land Use – Ms. Naomi Bolton had told Mr. Ventresco she could not spare funds from any line. Mr. Ventresco informed the Board he looked through this budget and cannot find the funds as well.

Tax Collector – \$650 needed, Diane Lamb cannot find that in her budget. Mr. Ventresco said there is money in the training line, but she is new and might need the training. The Title Deed Search budget of \$3,500 is the only line where it could come from.

Building Department – Mr. Meany found the money broken up among 6 different lines, \$200 from seminars, \$20 office supplies, \$100 office equipment, \$1,085 from vehicle maintenance, \$350 from books and updates, \$100 printing, \$100 tools and equipment = 3.5% raise for Mr. Meany and his secretary.

Finance – tight budget \$500 from computer supply which is budgeted for \$1,000, \$250 from meetings and seminars \$300 budgeted; have \$750 need \$1,300 to cover 3.5% maybe take the rest out of office supplies.

Selectman's Office – need \$2,900 this would include custodial as well, cutting from maintenance line from buildings, lot of debate about Maintenance and Repair Capital Reserve account for town buildings for maintenance use. Chairman Kurk said she is not sure taking from this line will then allow expenses to qualify as a Capital Reserve. Mr. Ventresco said the title of the account is for maintenance. Mr. Ventresco said in speaking with the Trustees this line is for maintenance issues. Vice Chairman Clow asked Mr. Ventresco what types of items this fund has been spent on in the past. Mr. Ventresco said if there was a repair above \$300 it could come out of the Capital Reserve Fund; like wiring. Chairman Kurk said she is not sure and will have to look into this further. Mr. Ventresco said he does not like the idea of spending from this account but it is there for that purpose. Mr. Ventresco said the maintenance line was the only line that looked like it had any flexibility; miscellaneous \$200, transcriber line, custodial needs \$300 for a raise for that line.

FINAL

Assessing – Ms. Rogers said she budgeted \$1,200 for computer upgrades; can take \$905 from there. Vice Chairman Clow said in the Capital Reserve there is a place for Computer Replacement how does it differ. Mr. Ventresco said the computer fund can be used anywhere in any department. Vice Chairman Clow asked if it is for hardware or software. Mr. Ventresco said he thinks it is an Avitar upgrade for her computer and new sketch program for the assessing software.

Custodial needs \$300 – out of the buildings line

Health and Welfare – Human Services CD Counseling Center (Riverbend Counseling) the \$615 increase for the Health Officer and Welfare Director could be spared from this line.

Fire – need \$2,500

PARCS – Mr. Ventresco said Selectman Fiala told him PARC could do without raises this year, although he has not spoken with PARC yet. There is no Director at this time, which is a stipend. Selectman Osborne feels they need to give PARC the consideration of coming in to speak with the BOS.

Chairman Kurk said this takes care of certain Departments but does not take care of Departments that have nothing to spare. Chairman Kurk said Donna Meuse offered an additional \$2,000.

Mr. Ventresco said there have been other departments that have offered funds for use in other departments. Selectman Clark asked if they can move funds from Department to Department. Mr. Ventresco said in this state the Board of Selectmen has control of the bottom-line. Mr. Ventresco said next year if we are in default again there will be lines that will get lower and lower.

Mr. Knapp said there is a mistake in the Donna Meuse's line of \$614.83. It was discussed the custodial line was included here by accident.

Ms. Connor does not have any money in her line to cut because of elections and other programs. She said there is \$4,000 in the election line which changes all the time so going into default next year will not matter to this line. Chairman Kurk asked if this includes the supervisors of the checklist. Ms. Connor said it does and they will not work again this year and have already been paid.

Ms. Connor informed the Board she will be having a problem with summer hours and summer vacations because Maureen has Thursday afternoons off and Ms. Connor takes time off if she works Wednesday nights. Ms. Connor said a solution would be changing office hours and close Fridays at 1pm during the summer. This will help alleviate having to deal with any comp time. Ms. Connor said Fridays are the slower days. It was discussed Diane Lamb has been changed to 30 hours. Chairman Kurk asked how this will affect the collecting of tax bills. Ms. Connor said in trying to make the schedule work this is what she would like to do for July and August. Selectman Osborne said the hours could be in effect June to September 1.

Chief Begin informed the Board because they went to the default the \$72,321 has been increased to \$92,321 in the operating budget for the part time line. He said \$4,200 can be used for the 3 employees who are non union and the 2 ACOs, so the default line would be \$88,000.

The Fire Department needs \$2,500 (6 people). Chief Richards said without meeting with the Board of Fire Wards, he thinks they will be all set but has to confirm this first.

Library – cannot find any flexibility in their budget at all. They have been flat funded in the area of books, computerized books, for many years. They would not be able to maintain their function if any funds were taken from their budget, everything is at a minimal level. The Library Trustees voted not to take any funds from the book line. The Library needs \$4,121 to cover their 3.5% raise increase. Chairman Kurk asked about cutting back hours and if this would help. Ms. Hague said employees will be leaving this summer and they will be short staffed.

FINAL

Chairman Kurk said they still have to deal with PARC. Mr. Ventresco said PARC spent right up to the whole bottom line last year and even had a spending freeze.

Vice Chairman Clow asked Mr. Knapp about the money available through the salt budget. Mr. Knapp said the money is available because the winter was not harsh. Chairman Kurk asked what if the winter starts early. Mr. Knapp said they have supply currently on hand, enough for 3 storms. Vice Chairman Clow asked about the demolition and debris line. Mr. Knapp said he budgeted some money to cover between January and Town vote and had to leave some money in place in the operating budget. Mr. Knapp said the demolition was very slow demolition wise and that's the reason the money is there.

The Highway Department needs \$13,000 to cover their raises.

Chairman Kurk told Mr. Chuck Metcalf they do not have enough information to deal with PARC salary increases. Mr. Metcalf said the Director's position is still vacant but they clearly have 2/3 of the staff from last summer coming back and typically they do give some increase because it saves them in training expenses. Mr. Metcalf said they typically get an increase of \$.25 an hour. Mr. Ventresco said they figured \$750 for PARC. Mr. Metcalf said the exotic weed line is not dedicated to any one person but is set up to cover extra hours. Water safety is a contractual obligation. Mr. Metcalf said to take money from their budget means a reduction in services, hours of operation at Chase Park or maintaining the ball fields. Mr. Metcalf said they feel it is fair to give the returning employees an increase.

Vice Chairman Clow asked Ms. Connor about taking money from the elections account. Ms. Connor said elections are always an estimate because not knowing what articles there will be and they were down a couple of workers for the actual elections this year. Ms. Connor over-judged this year so there are funds still available. Ms. Connor said she has to raise and appropriate funds for the school and the town and then the school pays them back. The estimate automatically goes into the default budget. This will not affect the default budget for elections next year.

Chairman Kurk said they still need to come up with \$4,000 for the Library salary increases. Chairman Kurk said all other Department's are covered.

Vice Chairman Clow asked Mr. Ventresco if they got a bottom line figure. Vice Chairman Clow said they don't have the bottom-line figures to compare the 3.5% increase across the board to what it would be to go by evaluations.

Ms. Connor said in the evaluations Maureen is now Deputy Town Clerk and Diane Lamb has been moved to Tax Collector and both have had promotions since the evaluations were performed.

Mr. Ventresco said they could not come up with a complete bottom-line figure to go by the evaluations because not all percentages were given to him.

Vice Chairman Clow said the only option he has is to look at the town as a whole and not department by department and if they looked at a 3.0% increase instead of a 3.5% increase and they could probably accommodate all employees. Vice Chairman Clow said he is still uncertain about the Building Maintenance Fund. It was discussed \$1,300 of the \$4,000 has been spent. There is \$91,000 in that fund with \$30,000 for windows. The Library has earmarked \$25,000 for windows and \$15,000 for air-conditioning. Ms. Hague said \$26,150 is for windows and a door but they already have air conditioning. Mr. Ventresco said if there is costly maintenance then this fund is there for that purpose. Chairman Kurk said this is unclear and they need to ask the Trustees.

Chief Begin said the difference between a 3.5 and 3.0 increase is not that great. Chief Begin said they should split the book line in half for \$2,100. Chief Begin said people have to realize they are working with a default and services will be reduced. Chairman Kurk said they still need to find \$4,000. Chief Begin said they need to

FINAL

decide what raises will be given and then decide where they are going to get the raises. Mr. Knapp said he agrees with Chief Begin and feels between the Police Budget and his budget they could find \$2,000 and services might need to be cut towards the end of the year to cover the raises. Mr. Knapp said he could squeeze, doesn't want to, but he could. Mr. Knapp said they were short staffed since January and this has made up some of the funds they needed for the increase.

Vice Chairman Clow questions moving money from one department to the Library because the Library has its own Board. Mr. Knapp said you can earmark the funds but not move them until the end of the year when the funds are needed. Mr. Ventresco said there is a statute that says you can put money into the Library's budget but not remove funds. Chairman Kurk asked if the bottom-line for the Library increases the budget for next year. Ms. Hague said the statute says the Trustees set the _____ but not the whole budget. Ms. Hague said the Trustees met to work on this and if they had to take \$1,500 out of the book line then they would have to ask residents for donations for a certain book. Ms. Hague said there might be money left in their budget in the 4th quarter but they won't know until the end of the year. Ms. Hague said they are running at 67% right now and have never been this close on their budget. Mr. Ventresco said if you consider the Library as a separate entity then you can't take money from them and you can't give money to them. Chairman Kurk questions money coming from other departments to go to the Library then the Library's budget will increase next year by \$4,000 and another department's budget would decrease.

Vice Chairman Clow asked about bookkeeping, leaving everything in place for the default for each line then this protects the lines in the following year. Mr. Ventresco agrees with this thinking but the only thing is if you don't move the funds you might not know where the funds came from. Mr. Ventresco said the overall bottom-line has to stay the same. Vice Chairman Clow said the important thing is to not move the money around but just to know where the funds are coming from. Mr. Ventresco said the bottom-line stays the same but if the employees get their raises the wage lines will increase, won't they increase next year. Chairman Kurk said if they take money from the maintenance line and put it in the wage line then the maintenance line would have to decrease leaving the bottom-line the same.

Chairman Kurk said the Library is a separate entity and if they find a way to increase their salary line they will have to carry their increases through the next year but some other department will lose that money for the next year. Selectman Clark said because they are a separate entity they will have to take the funds from the book line or do some fundraising to make up the difference. Selectmen Clark said maybe this will possibly force residents to get more educated on how a default budget works. Vice Chairman Clow said he would hate to see a reduction in purchasing books.

Chairman Kurk said regardless of how they get the funds for the increases the Library is still a separate entity.

The Board discussed PARC; cutting back the hours at Chase Park then the boat ramp would be closed and the exotic weed line would be cut. Vice Chairman Clow said PARC will have to make their own decision. Vice Chairman Clow suggested a motion be made to give the employees a 3.5% increase and it would be up to the departments to tell them what lines the funds would come out of. Chairman Kurk said regardless there is still a problem with the Library. Selectman Clark said you have to decide if the Library is included in the budget discussion or not before they move forward.

Chairman Kurk said they have to decide if the Library needs to find the money within their own budget or be included within the rest of the departments. Vice Chairman Clow would like to see the funds promised tonight monitored throughout the year even without moving the funds.

Selectman Osborne said the public voted the way they did and now services may have to be cut. Selectman Osborne said they have to show the public that services will be cut and if they don't cut the services people will

FINAL

still keep voting for the Default Budget. Selectman Osborne said the employees should not have to pay the price.

Vice Chairman Clow moved, Selectman Clark seconded to grant employees a 3.5% increase retroactive to April 1, 2007. Passed 4-0-0.

Vice Chairman Clow said as they go through the year they need to keep track of the services they did without with to show residents what was not done. Vice Chairman Clow said the rooms at the Town Office Buildings were painted by employees and the town saved the money because the employees gave of themselves.

Chairman Kurk said she is still concerned for the Library.

Vice Chairman Clow moved, Selectman Clark seconded to encourage the Library Trustees to find the funds within their budget for the increase. Passed 3-0-1. Selectman Osborne abstained.

Ms. Hague said the Library Trustees were not privy to the discussion held before the Deliberative Session and feels the Library Trustees were not asked to discuss the matter. This mistake can't be changed now but will affect the moral at the Library. Ms. Hague said to find the funds for the employee raises the monthly book budget would have to be reduced to \$856 but this has not been approved by the Trustees. It was discussed the current monthly book budget is \$1,030 which is not enough.

Chairman Kurk asked if the Department Heads that are here know what needs to happen. Chairman Kurk asked if any Library Trustees were at the Deliberative. Ms. Hague said all the Trustees were there. Chairman Kurk asked if any of the Trustees spoke to the budget. Ms. Susan Morin Library Trustee told the Board she is new to the process, but they did meet with the BOS to inform them of RSA 202 part C – supervising money for the Library. Ms. Morin said this RSA states once the funds have been in the warrant article that is what would be appropriated. Chairman Kurk said the town does vote for it and once it is set the money is the Libraries to do what they can. Ms. Morin said last year they were asked to give money back to help make up the \$100,000 and feels this was done and should not have been because according to the RSA that money did belong to the Library because it was voted on. Vice Chairman Clow said each department was asked to reduce by 2% or go to the default. Ms. Morin asked the Board to include the Library Trustees in all discussions.

4. DEPUTY TREASURER – Ms. Jan Snyder asked Mr. Knapp if he acquired the new scale yet. Ms. Snyder said she has checked with other towns about bookkeeping, other towns give out receipts. Mr. Knapp said there are different types of scales and the one they will have will have a hand written receipt. Chairman Kurk wants to make sure their practices of recording fees are done properly. Ms. Snyder said when she took this on she thought there would be good practices being done, but there is not. Ms. Snyder says the receipt process throughout towns is not the same. Mr. Knapp said his department has 3 receipts, 1 in book, 1 stays with funds and 1 goes with the customer. Selectman Clark said at Chase Park each sticker has a number to reference. Mr. Metcalf said the stickers are in order and 1-1,000 are for cars and 1,001-1,500 are for boats. Selectman Clark asked how a receipt is made. Mr. Metcalf said the stickers sold for the day is matched up to the dollar amount in the case box daily; they don't give receipts unless requested. Mr. Metcalf said the second sticker per family is \$2.00. Ms. Snyder has no recommendation to the Board according to bookkeeping.

Ms. Snyder spoke with the Board regarding the town's fund balance. Ms. Snyder said since 2002 there has been a notation in the front of the MS-5 where the auditors give their information; referring to the 4th paragraph down. This has always been there because the town has not complied with GASB34. Ms. Snyder said what this notation tells you is that this fund can only include 60 days of uncollected tax funds according to GASB 34. Ms. Snyder said the undesignated fund balance on the 2003 MS-5 report was \$1,319,375 then it included 6 months of uncollected tax money but didn't reflect anything within the audit. In 2004 you will not see that notation at all because the town complied with GASB-34 for that rule only. The deferred revenue which is on the balance

FINAL

sheet is considered deferred revenue. Ms. Snyder said this all balances out in the end because the town gets the money back. The state still allows you to use it the way it has always been done.

Selectman Clark asked the impact from doing it the old way compared to new way from the state. Mr. Ventresco said the printed fund balance is different. Ms. Snyder said GASBY-34 went into affect for different towns at different times. Chairman Kurk said so what we saw last year as having such a low balance was not really so. Ms. Snyder said the state uses the larger balance. The state is still recognizing the full amount collected for the year but the audits do not show this. Vice Chairman Clow said this figure that should be used can only include money that is collected after 60 days at the end of the year, anything collected after the 60 days is still reported but reported as differed income, still useable income for the town. Vice Chairman Clow asked how this will impact the end of year. Ms. Snyder said you will probably be short in April because the money is not there.

Ms. Snyder thinks the reason there hasn't been a good cash flow is because Weare is a receiver town, collect a certain amount as our state portion, receive money from state, don't get billed for that portion, now that money gets sent directly to the school so is no longer running through the town budget and all of these raise the factor as to why the cash flow isn't as good. Ms. Snyder said in 2002 interest on investments went from having investment income to having none, this also contributes to why the cash flow is not working as well as it had been. Ms. Snyder said they are making over 5.12 on investments now and doesn't think there is anything the town can really do. Chairman Kurk said they will try very hard to set the tax rate earlier. Vice Chairman Clow said it was the auditor's report that held them up. Mr. Ventresco informed the auditors that they want the MS-5 before the end of the summer. Vice Chairman Clow said this is what held them up and caused them to have to borrow money. Ms. Snyder said the MDA report is a good report to be had from the auditors. Ms. Snyder said banks want to have the previous MS-5 before they will loan for a TAN.

5. FOREST TRUCK PLOW SALE PROCESS – Chief Richards informed the Board the forestry truck they purchased came with a plow that they do not need. Chief Richards asked the Board how they want to get rid of it. Mr. Knapp said if there was no other use for the plow then they would take the plow. Mr. Knapp said they could possibly put it on the Code Enforcement Officer's truck. Chief Richards said he got an offer for \$1,800 from someone to purchase the plow. Mr. Bill Tiffany said they should put it out to sealed bid and take the highest offer over \$1,800.

Vice Chairman Clow moved, Selectman Osborne seconded to put the plow from the forestry truck up for sale through sealed bids and excepting the highest offer over \$1,800. Passed 4-0-0.

6. REVIEW BIDS FOR PUBLIC WORKS – Mr. Knapp said they have 6 different items out to bid.

Mr. Knapp thanked Central Concrete in Henniker for donating the concrete needed to finish the skateboard park.

Reclamation

The only bid they received for reclamation is from Pike Industries at \$.74 a square yard. Mr. Knapp said this is a penny more than they paid last year with the same company that did it last year. This is for reclaiming on Quaker Street. Cost of grinding – 21,000 square yards. Mr. Knapp recommends Pike Industries.

Selectman Osborne moved, Vice Chairman Clow seconded to award the bid for Reclamation to Pike Industries at \$.74 yard. Passed 4-0-0.

It was discussed the \$15,500 is to come out of road reconstruction.

Paving

Brocks Industries for paving 5,360 tons at \$56.75 a ton.

Pike Industries \$52.20 per ton in place.

FINAL

Selectman Osborne moved, Vice Chairman Clow seconded to award the bid to Pike Industries for asphalt paving for \$52.20 per ton in place. Passed 4-0-0.

Gravel Crushing

CJ Bolton Inc. crushing to 1 inch minus at \$2.84 per ton, 1 ½ crushed \$6.75 per cubic yard at their location.

Custom Crushing \$2.83 per ton for 10,000 lbs for 1 inch minus crushed gravel 10,000 lbs. This company has never crushed for the town before.

Mr. Knapp said they usually crush 10,000-12,000 tons of gravel per year. Mr. Knapp prefers to use the local crusher.

Selectman Osborne moved, Selectman Clark seconded to award the bid to CJ Bolton for Gravel Crushing at \$2.84 per ton for 1 inch minus. Passed 4-0-0.

Snow Plow Equipment for Chassis

Howard P. Fairfield the Swenson sander body combination 24 ton \$55,540/10 footer and \$61,340/13 footer

EW Sleeper (Air flow) \$56,246/10 footer and \$61,425/13 footer or MG \$60,502 /10 footer \$64,575/13 footer

Tenco \$53,160/10 footer and \$54,993/12 footer and \$56,584/13 footer

Mr. Knapp said Tenco has been the superior equipment in body and service. Mr. Knapp would like to recommend the award go to Tenco but does not want to determine the size at this time.

Vice Chairman Clow moved, Selectman Clark seconded to award the bid to Tenco for the plow package equipment for the Chassis. Passed 4-0-0.

Demolition Trailer for the Transfer Station

Downing declined bidding because Weare is out of their Service Area

Spec Tech 2007 96 cu yard open top ejector trailer \$56,995

J&J \$56,050 delivered price (service center in Billerica, Mass)

StepCO delivered price \$57,975

Chairman Kurk asked the Board if it would make sense in future bids to have Mr. Knapp meet with Mr. Ventresco in advance to go over the bids and review for recommendations.

Mr. Knapp will need to review the bids before making a recommendation.

Chassis

McDevitt - \$95,900 final price after trade in is \$89,488 tandem buy back \$33,000

Liberty International final cost with 1994 ford trade-in \$93,375 with a 1998 Ford trade is \$90,375 buy back is \$25,500

Mr. Knapp commented that the buy back to purchase the truck back from the town in 10 years is a key element.

Mr. Knapp said they are still working on the piece of land over by Abjiah bridge and it looks like they are going to be able to obtain the easement.

7. APPOINTMENT TO THE PARKS & RECREATION COMMISSION – Mr. Metcalf said the PARC is down 2 full time positions and 3 alternate positions. Mr. Metcalf said Jim Blouin would like to volunteer on PARC; he has served as the PARC Director in the past. Selectman Osborne asked Mr. Blouin if there is any special reason for him to come back to the Commission. Mr. Blouin said just to help the people he worked with for 3 years. Mr. Metcalf informed Selectman Clark Mr. Blouin is involved in the football which uses their fields.

FINAL

Chairman Kurk moved, Vice Chairman Clow seconded to appoint Jim Blouin to PARC for a 3 year term. Passed 2-0-2. Selectman Osborne and Chairman Kurk abstained.

Chairman Kurk informed Mr. Metcalf the town is working towards a 3.5% increase, the funds to cover PARC employees will need to come from their own budget. Chairman Kurk told Mr. Metcalf they are tapping into some other budgets to give some full time employees their increase. Mr. Metcalf said they will have to cut, maintenance of fields, hours of Chase Park, or services to get the needed funds. Chairman Kurk said Mr. Ventresco was contacting LGC on the position of PARC Director and the person seeking the Directorship.

Vice Chairman Clow moved, Selectman Osborne seconded to appoint Elizabeth McSweeney to the Economic Development Committee. Passed 4-0-0.

Vice Chairman Clow moved, Selectman Osborne seconded to appoint Craig Francisco as a full member of the Planning Board. Passed 4-0-0.

Chairman Kurk asked the Board if they reviewed the sheets on how the Board of Selectmen should conduct business. The Board approved the same Code of Conduct for Selectmen as last year.

The Board discussed setting goals for the year; they decided to wait until the Board is in full attendance.

Chairman Kurk informed the Board they need to review the 2005 Fire Marshall's report and determine which items have been completed. This discussion will be placed on the agenda for the next meeting.

8. MEETING MINUTES

Selectman Osborne moved, Vice Chairman Clow seconded to accept the minutes of March 12, 2007 as amended. Passed 3-0-1. Selectman Clark abstained.

9. MANIFESTS

Chairman Kurk moved, Selectman Osborne seconded, to authorize the Board of Selectmen to sign Manifest and order the Treasurer to sign checks dated March 29, 2007. Passed 4-0-0.

Accounts payable	\$362,987.14	
Gross Payrolls	\$49,593.20	
	<u>20,123.00</u>	(Forestry Truck)
Total	\$432,703.34	

Chairman Kurk moved, Selectman Osborne seconded, to authorize the Board of Selectmen to sign Manifest and order the Treasurer to sign checks dated April 5, 2007. Passed 4-0-0.

Accounts payable	\$555,884.42
Gross Payrolls	<u>\$66,774.46</u>
Total	\$622,658.88

10. CORRESPONDENCE – Mr. Ventresco informed the Board he received another opinion on the issue of the Dale Gordon easement. Chairman Kurk said it was discussed in the past Mr. Gordon would pay for the Attorney's fees. Chairman Kurk reminded the Board this is concerning a piece of land on Walker Road with a Conservation Easement on it and the gentleman who was given the land in conservation has purchased more land which he could build on if the easement would go away. It was discussed this easement is in perpetuity. Chairman Kurk said this went to the Land Use Attorney as well. Vice Chairman Clow said the opinion is pretty clear and comes down to, in no case can that easement be erased if it was for anything other than public good and would take a court decision to do. It was discussed Mr. Gordon will pay for one attorney fee but not the other but is entitled to both opinions.

FINAL

Mr. Ventresco said Ms. Jodi Naughton contacted him about the forming of a committee for the Community Center. Mr. Ventresco said LGC is still working on their opinion and where the town stands.

Selectman Clark asked what the protocol was for discussing emails. Chairman Kurk said if you have a quorum to discuss the email then you are out of protocol; technically you can call 1 Selectman and as long as that Selectman doesn't contact anyone else you are all right.

Motion to adjourn 10:30 p.m.

11. ADJOURNMENT

A True Record.

Cherry Palmisano, Recording Secretary