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**WEARE BOARD OF SELECTMEN
MEETING MINUTES
December 22, 2014**

PRESENT: TOM CLOW, CHAIRMAN; KEITH R. LACASSE, VICE CHAIRMAN; JOHN LAWTON, SELECTMAN; JAMES LEARY, SELECTMAN

RECORDING SECRETARY: Cherry Palmisano

TOWN ADMINISTRATOR: Naomi Bolton

GUESTS: Susan Doucet, Frank Campana, Richard Butt, Jan Snyder, Stephen Najjar, Bill Bolton

7:00 p.m. Chairman Clow called the meeting to order.

PUBLIC COMMENT ó Richard Butt asked if it is true that the Department of Labor is reviewing the Department of Public Works payroll. Town Administrator Bolton responded that she was approached by someone from the Federal Department of Labor who told her that he was sent to conduct an audit on the Department of Public Works but was not at liberty to explain why. He has reached out to employees via a letter, will meet with Mr. Redmond, and will provide a report.

Mr. Butt asked when the Board will know the details of the 99 year lease of the Brown Barn to the Historical Society. Chairman Clow said that the details of the lease do not need to be on the warrant article. Mr. Butt is concerned with approving the lease without knowing the details and mentioned that there should be a public hearing.

Mr. Butt said that the granite post and chains at the Stone Building were removed 8-9 years ago at the request of the Historical Society during the widening of East Road. He would like to know where the posts and the chains that linked them together are.

Mr. Butt would like a copy of minutes from the public hearing held on November 19th regarding the Police Information Meeting. Town Administrator Bolton said that there were no minutes taken, but it was videotaped. Mr. Butt requested minutes.

Mr. Butt asked if the Board will be summarizing the public hearing in terms of action items. He said that the hiring process was discussed, but there were also other issues raised at the meeting that he has not heard the Board address and feels what was taken from that meeting should be summarized. Mr. Butt said there were issues that several people brought up regarding management, oversight, and lack of oversight of prior chiefs. Mr. Butt said that he is expressing his concern that the Board should take action on the items that they feel should be addressed.

Mr. Butt asked if there was a background check done on the current chief, who is taking on more responsibility as the full time chief. Chairman Clow said that a background check was not done by the Selectmen. Sean Kelly was a candidate brought to them by the John Velleca and they made a decision based on his recommendation. Sean Kelly was hired for a consultant role and John Velleca came to the Board and recommended that he become Deputy Chief until someone else in the department became qualified to become second in command. The Board hired Sean Kelly with the assumption that the background had been done. Chairman Clow said that the Board

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doesn't want to get in the position of micromanaging the Police Department, Sean Kelly was hired, everyone was in favor of structure, he has done a good job, and the Board depended on John Velleca to conduct the background check. Mr. Butt requested that an update of where the Board is in the hiring process be provided soon.

Frank Campana watched the last Selectmen's meeting and noted that there were three Selectmen present and Selectman Lawton made a motion to consider/discuss a 2.5% increase cap on proposed budgets. The motion did not get a second, even for discussion, and he feels that the Selectmen that didn't second it, even for discussion, looked foolish to the taxpayers. He said that it is very unfortunate the motion was not seconded for discussion. Mr. Campana said that at the meeting Chairman Clow had listed off all the things that still need to be done by the Board. Mr. Campana said that a department head can come in and request anything, request stipends, and request money from the budget for vehicles and some stipends were granted. Mr. Campana noted that when someone is being paid a salary and does something supposedly extra, they should not get a stipend, it is part of their job.

Discuss Encumbering Funds from Article 29 (2014) to purchase property as recommended by the Conservation Commission

Last March the town approved taking \$100k from the Forest Fund and making it available to the Conservation Commission for land purchases with the understanding that if nothing became available it would stay in the Forest Fund and have to be voted on again in 2015. Recently a piece of land adjacent to the Horace Lake Marsh has become available and the Conservation Commission is asking to encumber \$52,500 for that purchase.

Steve Najjar explained that Map 407, Parcel 4, named Wolf Creek by the real estate company, is a project that the Conservation Commission was working on four years ago but it fell apart due to funding issues. The landowner has agreed to sell the parcel for the same price that they agreed to four years ago. The 70 acres will be designated town forest and under state law the town can harvest it. The income from forestry goes back into the Town Forestry Fund. The parcel has multiple resource value and economic value to the community. Because not the entire \$100k requested in the warrant article is being spent, the balance stays in the account. Mr. Najjar said that the Conservation Commission is proposing another warrant article for \$140k with projected revenue of \$40k from timber harvest. The town forest doesn't have any restrictions only Chevy Hill and the Eastman property have some restrictions because they are under easements with Piscataquog Land Conservancy (PLC). There is no proposal at this time to put this land under easement. Generally town land has no restrictions. The Conservation Commission has the ability to put town land into easement from a warrant article that was approved years ago. Chairman Clow noted that if there was a recommendation in the future for an easement, the final draft of the easement gets approved by the Selectmen. Ian McSweeney, who works for the Russell Foundation, is facilitating the project. The parcel will be purchased with money from the Town Forest Fund and there are no other outside funding sources.

Bill Bolton, Weare Winter Wanders Snowmobile Club President and lifetime resident of Weare, said that he supports any type of conservation in Weare, but they have run into issues when there are easements on properties, especially when PLC is involved. He spoke with the property owner today said that the Snowmobile Club has permission to use property and owns adjacent property. The Club has had a trail on that property for 15 years and has added to it and the trail now runs to Rt. 149 and throughout the state. The Snowmobile Club added 22 miles of trails last year and has a good relationship with the Society of Protection of NH Forests. Mr. Bolton said that when other easement holders get involved they use the words "non-motorized." The Club was contacted to do work on the Eastman property to maintain trails, but they can't use equipment because of the easement wording. Snowmobiles are a very accepted use through the State of NH and throughout Canada and the Club only uses the trails when frozen and covered.

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Mr. Bolton presented the following proposed warrant article:

“Shall the Town require that where any Town funds are involved, that no easement, can use the words “non-motorized” and that organized accepted recreational groups based in the Town of Weare shall be allowed the use of the property. An example of an organized accepted recreation group is the Weare Winter Wanderers Snowmobile Club. Such use would be allowed only to enhance or enlarge a trail system.”

Mr. Bolton noted that he has repeatedly asked to go before the Trails Committee. The Club has over 100 miles of trails and works with other towns and would like to work with the Trails Committee. Mr. Bolton asked the Board to consider his proposal. Mr. Bolton said that the Club is very professional, watched closely, has a very good reputation, and is well managed. They offer a \$2m liability policy through the Trails System in the State of NH. Mr. Bolton would like motorized vehicles accepted under organized accepted recreational groups. Mr. Bolton told the Board that the Club has a very good relationship with landowners and when they need to maintain trails they do so with getting permission beforehand.

Chairman Clow opened the public hearing at 7:40 p.m.

PUBLIC HEARING – pursuant to RSA 32:11 to hear public testimony and comment on a request to DRA for an emergency expenditure of the total amount appropriated due to unusual circumstances that have arisen during the year

Chairman Clow said that in order for the Board to have the ability to hold the Public Hearing it had to be posted 10 days in advance. At the beginning of November the Board put a freeze on any major purchases in all departments because it appeared that the bottom line of the budget was very tight. At the end of November there was a major storm over Thanksgiving weekend that involved a lot of overtime and salt and sand. The Board was concerned with overspending at the end of the year, but at this time it is not an issue because there is sufficient money in the budget to get through the remainder of the year. The Town Administrator and Finance Administrator reviewed everything coming up and determined that there is no need to make the request to DRA at this time.

Town Administrator Bolton said that there will be \$177k remaining in the budget after everything is taken out for the remaining two weeks. The quarterly buyouts are in what the Board already signed.

Mr. Campana commented on Chairman Clow using the word “micromanage” a number of times throughout the year. He said it is the Board’s responsibility to look at the bottom line to ensure they don’t get into a situation. Mr. Campana said that on March 3rd, a week before Town Meeting, the Police Department requested to purchase \$16k of furniture before the outcome of the vote and it was approved by the Board and this is a recurring problem to him. The stipend for the Fire Chief was approved and the Board started the year with spending money that should have been watched. Mr. Campana doesn’t know how DRA would look at buying the furniture and asked if the Board even knows where that \$16k came from. The Board has struggled with knowing how money from one line is used for another line. Mr. Campana said that Mr. Redmond is requesting to purchase a pickup truck and requesting fuel and salt. The Board was asked to approve a \$100 a week stipend for the Fire Department secretary \$100 because she was doing work for the Police Department. He said that a department head can come to the Board and request anything they want and they may get it. Mr. Campana said that the acting Police Chief requested that the stipend go back 5-6 weeks in the rear and be spent from the part-time secretarial line, but the person on administrative leave is still getting paid from that part-time secretarial line. Acting Police Chief Kelly is getting paid from the officer’s line and allows borrowing from other lines to pay another and said that if the Board is not managing, well here they are at a public hearing. Chief Kelly was not sure of the hours she works, but is asking for the potential extra pay for the secretary. Chairman Clow explained to Mr. Campana that the Board is not asking for additional appropriation. Mr. Campana understands that, but the Board is in the position that they may have needed to ask and said that this is the trend of management of money.

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Chairman Clow said that the Board needs to be cautious because of the law that does not allow them to over expend and initiated the freeze because they were not sure of the budget at the end of the year. He proposed the public hearing so that they would have the avenue to pursue appropriation.

The Police Department overtime line was \$221,335 in 2013 and this year \$93,457 was spent in overtime, which was more than cut in half. The recently resigned chief told the Board that he would live within the budget. The Police Department's bottom line budget has 5.27% remaining and it appears they will come in within their budget. Chairman Clow said that the Board wants department heads to come before them with proposals, be proactive, and make requests for their department's needs.

Mr. Campana said that if there is not stronger management from the Board on robbing Peter to pay Paul they will continue to get proposals and there are many times they are granted and perhaps will get them into the position when they have to request over expenditure from DRA.

Mr. Butt understands the Board's concerns. Last year the full time Finance Administrator told the Board, possibly a week before today, that there was \$160k remaining in the budget and as it turned out there was only \$30k remaining in the budget. There are minutes that state that the Finance Administrator stated in February that there was actually \$10k remaining in the budget. Mr. Butt said that the more accurate the data is that the Board has, the more likely they are to make a better decision.

Mr. Butt said that the Board does struggle with over expending some line items. He noted that there are multiple lines throughout departments in the budget that are overspent and he doubts the Board was notified of those lines being overspent. He thinks that the Board needs to be notified for the Board to be confident in setting the tax rate and having enough money in the budget to complete the year. Mr. Butt is concerned and hopes there is \$200k left over at the end of the year that rolls into the unreserved fund balance to utilize for tax relief next year. Mr. Butt thinks that department heads should document why a line is overspent and where the money came from. Vice Chairman Lacasse is not sure if they heard every time a line was overspent, but he remembers times when Mr. Redmond specifically came before them and informed the Board. Mr. Butt noted that there are 70 line items that were overspent. He said that it doesn't look good this late in the game and he is sure that the Board did not want to have this public hearing.

Vice Chairman Lacasse commented on micromanaging and said that almost every Monday night Sean Kelly has met with the Board in nonpublic and the Board has reviewed every single officer and their personnel file and whether they are a good fit for the department. This should have been done a lot more than in the past, but Vice Chairman Lacasse does not think that it will stop anytime soon. He said that the Board will not be taking an arms-length approach to that department or any department from this point.

Chairman Clow closed the public hearing at 8:14 p.m.

Discuss Encumbering Funds from Article 29 (2014) to purchase property as recommended by the Conservation Commission (Continued)

Mr. Najjar apologized that someone from the Conservation Commission didn't accept the request to meet with the Snowmobile Club and said that is not the perception they want out there. Mr. Najjar noted that the Eastman property is the only property that does not have any recreational motorized use, any vehicles for management are allowed. Most other easements don't allow motorized vehicles for anything other than maintenance. Mr. Najjar asked the Board not to act on Mr. Bolton's proposal and told the Board that the Conservation Commission and the Snowmobile Club can work together to resolve any issues. He asked the Board to support the Conservation Commission's request to encumber funds.

There are currently two vacancies on the Conservation Commission and Mr. Bolton will be joining the Commission. Mr. Bolton said that when a piece of property is purchased and not taxed anymore the taxpayers should be allowed to use it for anything that isn't damaging. He said that snowmobiles are low impact. He does

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plan on having something stating that properties being funded by taxpayers should be allowed to be used by taxpayers.

Vice Chairman Lacasse moved, Selectman Leary seconded to encumber \$52,500 from the Town Forest Account to purchase Lot 407, Parcel 4. Passed 4-0-0

REVIEW 2015-2016 LAWN CARE BIDS

Selectman Leary choose to abstain because he has a relationship with a company that submitted a bid.

The input from the Cemetery Trustees was that they are happy to stay with their current lawn care contractor.

Big Dawgg bid \$29,000 for 2015 and 2016 and JJ Miscellaneous Home Service bid \$28,500 for 2015 and \$30,000 for 2016.

Vice Chairman Lacasse moved, Selectman Lawton seconded to award the Cemetery Lawn Care Contract to Big Dawgg for \$29,000. Passed 3-0-1; Selectman Leary abstained

The Board met with SharpLawns last week. The Board discussed fertilizer last week as well. They struggled with how much fertilizer cost last year. To cover 450,000 square feet will take 30 bags. The bid from Stockhaus includes \$9,250 just for fertilizer, which would be subbed out and \$24,800 for maintenance. The bid from Sharpe Lawns for \$18,950 included the fertilizer. Chairman Clow did have a concern with the amount of equipment and employees that SharpLawns has available with everything they have dealt with this year regarding the condition of the fields, he would be concerned with the contractor having the ability to keep the fields as they would like. Vice Chairman Lacasse is not willing to take a risk with a one man company who would hire employees as needed. The bid from Stockhaus includes professionally applied fertilizer. In the State of NH a landscaper can't apply pesticides if they are not certified. SharpeLawns is in the process of getting certified. Chairman Clow said that if they want the confidence of it getting done he would like the bid awarded with fertilizer and have one company responsible.

Vice Chairman Lacasse moved, Chairman Clow seconded to award the Municipal Lawn Care Contract to Stockhaus Enterprises at \$34,050 in year 2015 and \$34,050 in year 2016. Passed 3-0-1; Selectman Leary abstained

Chief Vezina had mentioned that he wanted to take on the lawn care, but Town Administrator Bolton is not sure how they could do it without purchasing equipment. The Fire Department lawn care includes all cisterns and the back slope of the Safety Complex. Not all the cisterns were taken care of this year and some never were touched.

Vice Chairman Lacasse moved, Selectman Leary seconded to award the Fire Department Lawn Care Contract to SharpeLawns Landscaping for \$6,100 in year 2015 and \$6,400 in year 2016. Passed 3-1-0; Selectman Lawton was opposed

Selectman Lawton was opposed because SharpeLawns Landscaping was not the lowest bid and they did not have any problems with the other company last year.

Chairman Clow thinks that if they spread the bids across three contractors they are more likely to bid within their capability.

2015 BUDGET DISCUSSION

PARC 6 The wage line was increased based on the last couple of years of over expenditures. Chase Park had to close earlier than anticipated because there were no more funds. An increase is anticipated in electricity; Town Administrator Bolton will contact PSNH for a rate. The director has ideas for advertising and printing. The request for outside services request is \$3k and the Board reduced the request to \$2,500. Rubbish removal increased due to additional dumpsters. The director would like to rename the Chase Park Repair line to Park Repairs to include all of PARC. The director would also like to rename Ballfield Maintenance to Park

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Maintenance. Town Administrator Bolton will ask if there is a specific plan, but thinks it is to track expending better. Chase Park supplies reflects a slight increase. There is \$1k request for senior citizen activities. Chairman Clow said that they should consider the request for \$400 for membership for 20 Weare seniors to White Birch Community Center even if there is a default budget. The budget reflects a 3.7% increase.

Assessing ó There is an increase in wages due to the increase that passed for non-union employees. The request for seminars/training is \$300; Vice Chairman Lacasse recommends \$100. There is a mileage request of \$200; Vice Chairman Lacasse recommends \$50. Postage has not been calculated out to individual departments yet. Wendy Rice would like to purchase a large scanner printer to be able to do large prints at a cost of \$8,101 and the scan kit for \$1,039 reflecting a total of \$9,240 and \$240 for general equipment. This request would be in the proposed but not in default because it is a one-time purchase. Ms. Rice wants to be able to scan and digitally store the larger prints. The office supply line increase is related to printer ink. The Board requested that Ms. Rice find alternative means for copies and come up with an amount. Software support reflects a \$4,500 increase, \$4,326 of which is for Cartographics for online GIS Services for a \$2,500 set up and \$1,800 to annually host. Vice Chairman Lacasse is not sure this is necessary to run the department. Tax maps are available online. The Board requested more information as to the benefit. Town Administrator Bolton will gather more information on the GIS and printer.

Selectmen's ó There was a request in 2014 in the Town Officers Health Reimbursement Account, but the 2015 request is \$0. There is an increase in the Mailer and Town Report. Managed IT Services contract request is \$11,440. Anti-virus request \$3,332. Books and updates request is \$504; the Board reduced it to \$300. A \$935 fine was paid to the IRS and a fine to NH Retirement. Town Administrator Bolton will look at what didn't get done that caused the fines.

Legal ó The request is for \$61,900 instead of \$66,900 because they are not bonding anything in 2015 so there will not be any bond council fees. The Board discussed legal lines being separated out to the departments that they reflect. Chairman Clow does not see how they can break it down and predict expenses. The legal account can be drawn by any department and it is noted in the spreadsheet what department expended. Vice Chairman Lacasse said that separating the legal budget out to the departments would put some responsibility on the department head and the Board would say this is the maximum amount they would want to expend from that department. Chairman Clow asked what happens in a year that there is not a lot of legal issues in one department, but there are in another department. He thinks leaving the budget all in one allows them to expend from a general fund. There is only one department that has legal labor relations. It was noted that there are still some cases that have not been settled.

January 13th is the last day to give public notice on all amounts and appropriations and special warrant articles need to be disclosed. The Board has one more meeting in December and one more in January before the January 13th deadline. The Board needs to discuss warrant articles with no financial impact, if they want to proceed with the noise ordinance, and the lease relating to the Historical Society property. Chairman Clow said that the Board might have to meet at additional times. They have to review the CIP and decide what they are going to support. The Board also needs to discuss the default budget and the request from Mr. Redmond to put the reimbursement funds into a capital reserve for the Transfer Station. The discussion regarding the Fire Chief's salary needs to take place. Selectman Lawton said that the Fire Department's budget is actually under the 2.5% increase.

Finance Administrator ó Beth Rouse will be starting on January 5, 2015. Health insurance decreased 2%. The software support was calculated with a 3% increase. Vice Chairman Lacasse wants to know why there is an increase in software support. The bottom line request is \$79,632 which is a reduction over 2014.

Selectmen's Office ó Longevity bonuses for \$750 and \$250. Town Administrator Bolton will review the health insurance. Town Administrator Bolton said that part of what the Finance Administrator did took care of the

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auditor's expense. She will get the exact amount for this line. Town Administrator Bolton will discuss the education expense with the Board.

Government Buildings ó The budget is not complete. The Board needs to discuss having a custodian and/or the cleaning company perform some maintenance. The current cleaning company is working out very well. Chairman Clow said that they should get a price to re-do the tile and stairs at the entrance of the Town Office building. Town Administrator Bolton stills need to check on prices for heat and PSNH.

Cemeteries ó The lawn care amount will be added into the budget. There is a maintenance increase request of \$500.

Insurances ó \$50,000 was added for a liability deductible line. PLIT deductible allows for two accidents. There is a total budget of \$559,140 which includes a \$193k increase and \$50k for deductibles.

Advertising and Regional Assoc ó NH Municipal Association dues decreased slightly. Vice Chairman Lacasse decreased the \$600 advertising request to \$500.

Forest Fires ó Was overspent in 2014. The budget is dependent on how many forest fires occur in the year.

Street Lighting ó Reflects a \$50 increase.

Health Officer Salary ó The salary line reflects a wage increase. The Board reduced the health fair, office supplies, and postage lines to \$50 each from the \$100 requests.

Welfare ó The salary line reflects a wage increase. There is a reduction in Meals on Wheels, which serves thirteen seniors for a cost of \$75 each. There are two additional requests for funding, one from Child Advocacy Center for \$1k and the other from Riverbend for \$3,445. Riverbend has provided \$5,899 in services to Weare residents for 199 children and adults. Vice Chairman Lacasse does not think that the Board should be funding charities out of tax dollars. Chairman Clow does not see Riverbend as a charity and noted that they are serving residents of Weare free of charge and feels that they should support Riverbend. The request from the Red Cross for \$1k was reduced to \$0.

Patriotic Purposes ó The \$500 request reflects a reduction of \$5,000, which was added to support fireworks for the 250th celebration.

Economic Development ó The Board reduced the budget request to \$50 from \$750.

Debt Service ó \$128,777. Which includes the last payment on the bridge. The Ferrante Land Bond has one more payment in 2016.

Chairman Clow noted that the timing would be right to look at the Highway Garage because debt service will be decreasing.

MEETING MINUTES

Chairman Clow moved, Vice Chairman Lacasse seconded to approve the minutes of December 8, 2014 as amended. Passed 4-0-0

Chairman Clow moved, Selectman Lawton seconded to approve the minutes of December 15, 2014 as amended. Passed 3-0-1; Vice Chairman Lacasse abstained

MANIFESTS

Checks dated: December 18, 2014

Gross Payrolls \$721.45 (Boisvert wages)

Chairman Clow moved, Selectman Leary seconded to authorize the Board of Selectmen to sign manifests and order the Treasurer to sign checks dated December 24, 2014. Passed 4-0-0

Accounts Payable \$395,989.08 (\$250,000 John Stark)

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Gross Payrolls	\$52,798.92	(Includes taxes, credit union)
	<u>\$6,026.25</u>	(vacation time payoff)
TOTAL	\$454,814.25	

Also to order the Treasurer to sign payroll checks dated December 31, 2014. Actual amounts paid and reports backing up the numbers will be included on the Manifest Memo at the next scheduled Board meeting.

ADMINISTRATIVE REPORT

Audit Deficiency ó Jan Snyder said that the town received a deficiency because the money from the Special Detail Account was not moved into the General Fund in a timely manner. Ms. Snyder explained that there was a discrepancy regarding the amount that was in the fund. She said that usually all these transfers are done in December, but this request was in September when no money was coming in. At that time she asked for an extension. Ms. Snyder told the Board that when she went to borrow the money the bank wanted the 2012 audit, which the Board did not get until this year. Ms. Snyder told the Board that she thinks a complete audit of this account needs to be done and she asked for the Board's approval to do a complete audit going back to 2006 at no cost to the town. There is now not enough in the fund to pay the General Fund what is due.

Vice Chairman Lacasse asked if the numbers in the Special Detail Fund are public numbers or are they numbers they don't currently have access too. Ms. Snyder said that the information is in the office files and it is public information. Vice Chairman Lacasse asked why Ms. Snyder needs permission from the Selectmen to audit the fund if it is something she has offered to do on her own time. Ms. Snyder would need someone to let her into the vault to get the information. Ms. Snyder said that when the checks come over to the Finance Office to be deposited, there is back up information on those bills. She does not know if monies that were actually for the vehicles went somewhere else. The Police Department does the actual billing. Ms. Snyder wants to try and straighten out the account, she is not suggesting that anyone did anything wrong, but just wants to figure it out. This is not part of her Treasury Duty and that is why she was looking for the Board's approval. The fund now only has \$11k, but a cruiser was purchased with the thought that the money was there. Vice Chairman Lacasse said that if there is a discrepancy and Ms. Snyder is offering to do that as a service, they should accept.

Chairman Clow said that his concern is a division of roles. He said that as Treasurer, it is not her job to review timecards, but to sign the checks approved by the Board. He is hesitant because there is a new person coming in and he wants to keep the Treasurer's job separate from the Finance Administrator.

Selectman Lawton commented that a lot of departments have not submitted reports. Town Administrator Bolton said that she has not received reports from the DPW and Police, and she will speak with PARCs.

CORRESPONDENCE

The Board received a letter from a resident regarding his mailbox. The letter was sent directly to Primex. Primex has been in touch with Mr. Redmond and Town Administrator Bolton. Vice Chairman Lacasse noted that Mr. Redmond gave the resident warning that his brand new mailbox was in the right a way before it was destroyed. Vice Chairman Lacasse said that the policy puts residents in the position that they either comply with where the mailbox should be, or don't get mail in their mailbox. In the future the Board will revise the policy. Vice Chairman Lacasse noted that the letter has no basis or truth, but thinks that the Board does have to respond. The letter suggests that Public Works was directed to harass the resident. Vic Chairman Lacasse will draft a letter to send to the resident for the Board to review.

Chairman Clow stated that he, Town Administrator Bolton, and three representatives of the police union met to discuss possible negotiation terms for the police union contract, which the Board will discuss in nonpublic

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session. Chairman Clow said that there will be a second nonpublic to make a decision regarding renewing the Town Administrator's contract, which runs out at the end of December

Chairman Clow moved, Vice Chairman Lacasse seconded to enter into nonpublic session @ 11:30 p.m. pursuant to the authority granted in RSA 91-A:3II (a&c). A roll call vote was taken, Selectman Lawton – yes; Selectman Leary – yes; Vice Chairman Lacasse – yes; Chairman Clow – yes. Passed 4-0-0

Chairman Clow moved, Vice Chairman Lacasse seconded to come out of nonpublic session @ 12:20 a.m. A roll call vote was taken, Selectman Lawton – yes; Selectman Leary – yes; Vice Chairman Lacasse – yes; Chairman Clow – yes. Passed 4-0-0

ADJOURNMENT

A True Record.

Cherry Palmisano, Recording Secretary