



FINAL

**WEARE BOARD OF SELECTMEN
MEETING MINUTES
January 31, 2011**

PRESENT: Thomas Clow, Chairman; Richard Butt, Vice Chairman; Donna Osborne, Selectman; Jim Donison, Selectman (arrived at 7:45 PM)

RECORDING SECRETARY: Naomi Bolton, Town Administrator

GUESTS: Jon Osborne; Chief Begin; Sgt. Bob Peterson; John Fortin; Lt. Jim Carney
Daniel Aiken

I. CALL TO ORDER:

The meeting was called to order by Chairman Clow at 7:08 PM.

II. MANIFESTS:

Chairman Clow moved to authorize the Board of Selectmen to sign manifests and order the Treasurer to sign checks dated February 3, 2011 in the following amounts:

Accounts Payable	\$ 150,726.82
Gross Payroll	\$ 37,444.15 (Includes Police Details, Taxes, Credit Union)
TOTAL	\$ 188,170.97

Selectman Osborne seconded the motion. Vote: all in favor.

III. OTHER BUSINESS:

DPW JOB DESCRIPTIONS: Naomi forwarded the Board members copies of the Road Agent and Transfer Station Manager job descriptions. There has not one been created since the position was changed to Public Works. The Board wanted to take time to develop one job description. There was a brief little discussion about possibly separating the positions again. This will be taken up again in the next week or two to finalize and get the ad run for the vacant position.

ASSESSMENTS TO GO ON-LINE: The Board would like to move forward and get this done, as the department is down to one person and it seems that the majority of phone calls are from assessors or realtors looking for information. Just like the tax package, it should decrease the phone calls looking for information. Naomi will work with Wendy and get this on line.

IV. NON-PUBLIC SESSION:

Chairman Clow moved to go into non-public session under RSA 91-A: 3 II (a & c) at 7:45 PM; Selectman Osborne seconded the motion. A roll call vote was taken: Selectman Butt – yes; Selectman Osborne – yes; Chairman Clow – yes; Selectman Donison – yes.

The board met with John Fortin from Asplundh and Chief Begin to discuss police details with regard to tree trimming.

Chairman Clow moved to come out of non-public session at 8:25 PM. Selectman Osborne seconded the motion. A roll call vote was taken: Selectman Butt – yes; Selectman Osborne – yes; Chairman Clow – yes; Selectman Donison – yes.

V. 2011 SIGNING OF WARRANT AND BUDGETS:

The Board of Selectmen present signed the 2011 Town Warrant and 2011 Budget; 2011 Default Budget; and 2011 Amended Default Budget so that Naomi could post them. The Board then went through the articles and assigned a Board member to each article for Saturday's meeting.

VI. ADJOURNMENT:

As there was no further business to come before the board the board, Selectman Clow moved to adjourn at 8:45 PM; Selectman Osborne seconded the motion, all in favor.

Respectfully submitted,

Naomi L. Bolton
Town Administrator