

TOWN OF LITCHFIELD BOARD OF SELECTMEN

May 13, 2013

Selectmen's Meeting

Members Present: John R. Brunelle, Chairman
Frank Byron, Vice Chairman
Brent Lemire
M. Patricia Jewett
Kevin C. Bourque

Also Present: Jason Hoch, Town Administrator

5:00 p.m. Paperwork review
6:00 p.m. Call to Order
8:00 p.m. Non-Public Session per RSA 91-A:3 II (c)

Pledge of Allegiance

Review of Items for Consent:

1. Minutes of April 22
2. Re-appointment of Keith Buxton, Colleen Gamache, Andrew Collins and Elizabeth Darling to Recreation Commission
3. Treasurer's delegations of deposit authority to Town Clerk, Clerk and Deputy Clerk
4. Veteran's Tax Credit Application
5. Release of Non-Public Minutes 2006- 1/10, 2/27, 3/6, 5/1, 5/22, 6/12, 11/27, 12/26
2007- 3/26, 6/4, 8/20, 8/27, 12/10
2008- 12/29
2009- 2/2
2010- 5/10, 6/16, 6/24, 6/26, 6/30, 7/7, 7/12
2012- 7/23, 8/13

Approval of Consent Items

Selectman J. Brunelle reads aloud the Items for consent

Selectman B. Lemire **motioned** for the Board of Selectmen to approve items for consent

Selectman P. Jewett **seconded** the motion. **Vote carries 5-0-0.**

Request for Items - Other Business

Selectman J. Brunelle would like to discuss the re-scheduling of the Board of Selectmen's meeting on May 27, 2013 due to it being Memorial Day.

Also would like to discuss the Memorial Day Parade.

Selectman K. Bourque would like to discuss some concerns on Lund Street.

Public Input: No members of the public were present

Administrator Report

New Business

Fireworks Concerns

Jason mentions that the Board has discussed some resident concerns about fireworks and the high frequency of shooting off those fireworks (more than on a few holidays) in neighborhoods. Some of those residents have passed along a note outlining their issues and inventorying the events over the past year. He would also like to note that while this is not in Litchfield's jurisdiction and no action is required of this Board, the recent display in Londonderry generated complaints and concerns. As well it apparently temporarily swamped County dispatch as calls were coming in. So Jason states that he is looking for some guidance as to what directions the Board would like him to pursue on this issue.

Selectman F. Byron states that he has read the letter and it appears to be mostly in the same neighborhood, which is near where he lives. One of the noise issues is coming from a shooting range for the Londonderry Police Department (which is not the Londonderry Fish and Game shooting range). Continental Paving allows the Londonderry Police Department to use their property just over the Litchfield line in Londonderry as a shooting range and nothing can be done regarding this. He mentions that he also hears other loud noises in the area and has no idea what it is or where it is coming from. He states that no fireworks should be set off without a permit. According to State law 160-B:3 - A permit is required. "No person shall display fireworks other than a person who meets all of the following requirements: Has obtained a certificate of competency issued pursuant to RSA 158:9-f, and shall obtain a municipal permit. Any person who violates the provisions of this section by displaying consumer common fireworks shall be guilty of a violation for the first offense and a misdemeanor for any subsequent." So Selectman F. Byron feels that there are State Laws against this as well as local Town zoning ordinance. Discussion continued regarding a large fireworks demonstration that happened in Londonderry with the Fish and Game, and was a source of many complaints from Litchfield residents.

Selectman J. Brunelle goes on to mention that the letter is regarding Town noise and displays of fireworks which are happening on private property.

Selectman F. Byron states that as a Town there is a State law that Litchfield can enforce, which is 160-C:6 Local Option - Any municipality in the State, by action of its local legislative body or local governing body, may vote to allow or to prohibit, within that municipality, the issuance of permits or licenses to sell permissible fireworks or the display or possession of permissible fireworks. If the municipality has voted to prohibit the issuance of permits or licenses or the display or possession of permissible fireworks prior to the effective date of this section, such decision shall remain in effect unless subsequent action is taken under this section.

Selectman B. Lemire thought the Town enacted this years ago. He thought that the Town had to prohibit it, so the Fire Chief could enforce it within the Town.

Selectman F. Byron states that these neighbors must know who is setting off fireworks in the neighborhood and should report this to the Police Department and let them go see if a permit has been issued and handle the situation according to the law.

The Board and Jason state that the Fire Department does not handle fireworks permits.

Administrator J. Hoch states that if the Town is going to follow 160-C:6 than a permitting system needs to be put into place similar to what the Town and Fire Department do with burn permits.

Selectman J. Brunelle states that this needs to be forwarded to Town Counsel.

Jason states that he feels this should be a discussion with the Fire/Police Chief first then move on to Town Counsel and look at what surrounding Towns are doing. Board will continue discussion as more information is gathered.

Dog Licenses

J. Hoch mentions that dogs were to be licensed by April 30th. Last year, the Town Clerk's office had called people in between other customers over the course of a 2 week period to remind them. This year, Jason and the Town Clerk exported the list of owners and phone numbers of those who had not yet registered their dogs from the ClerkWorks Software. That data was cleaned up and then imported into the CodeRed System. Terri Briand recorded an out-going reminder and initiated the call to approximately 600 people. Within seconds of the call being completed, the office phones started ringing and people started coming in. Jason states that unfortunately, the surge of people trying to register online after the call caused Interware's website to crash. The Town's website had high traffic through the evening, and within 48 hours of the call, nearly 200 dog registrations were completed. This was very efficient, and another reminder will be going out at the end of the month to anyone who has not registered as of yet. The Board discussed if the CodeRed System could have been used to inform of the fireworks display that so many residents complained about. Selectman J. Brunelle mentions that at the time no one knew about the display soon enough to put out a call. Administrator J. Hoch states that everyone is still getting use to the new system and what it can do, so there can be further discussion on ideas.

Records Retention Policy

Administrator J. Hoch mentions that this has been circulating around all Departments over the past month or two. He wanted to introduce the idea, gather any comments or suggestions the Board may have, and have the policy able to be approved at the second Board of Selectmen's meeting in May. Jason states that Appendix A is not really open for much discussion regarding the included items - this is the list of items and timelines that are required under State law. J. Hoch mentions that the Board will see that in some areas it has marked up to a longer local retention time based on what the Town has experienced using the records, rather than what the State requires. He states that there are some records, particularly in finance that need to be kept longer for the Town. There are areas where State and Federal laws are not in alignment, so if there are items in Appendix A that the Board feels should be held on to longer than the State or Federal requirements they can be added.

Selectman J. Brunelle states that all the Department Heads comments are included with Jason's notes, and advises the Board to review this over the next two weeks and give feedback or comments to Jason so he can update the Board at the next meeting.

Request to Delay A/R Payment

Administrator J. Hoch states that the Board received a letter from Mel's Funway Park asking to pay their remaining balance (equivalent to late fees of 18% assessed on a balance from 2011, which is an unpaid receivable), by October 31, 2013. As well as, an abatement of late fees that have accrued on the unpaid balance from last year forward to payment date they are requesting. The figures that Karen has given Jason on the interest accrued as of March 15, 2013 are Fire Detail \$93.68 and Police Detail \$106.49. He states that the interest accrued if paid

on October 31, 2013 would be Fire Detail \$329.95 and Police Detail \$380.56.

Selectman F. Byron asks why would the Board want to defer collection on money that is due to the Town, and that they are collecting interest on that money due, where the Town is not. He states the 18% was a penalty that the Board put into place a few years ago to insure that people paid their bills. He also mentions that this has gone on with Mel's for a few years now and this is for 2011 costs.

J. Hoch states that 2012 has been paid, this \$4,500 due (Fire Detail \$2,081.69 and Fire Detail \$2,400.98) is the 18% interest that is accrued on the 2011 bill, which is a high carry over balance.

Selectman P. Jewett feels this bill should be paid or the Board will be setting a precedence.

Selectman F. Byron states that because the Town keeps getting dragged into problems with these bills why would Litchfield continue to send our Fire/Police to cover events, let them go to another Town and hire coverage.

Selectman J. Brunelle states because other Towns do not have jurisdiction in Litchfield. The Town authorizes these events and we are required to cover with Police and Fire presence.

Selectman B. Lemire mentions that Mel's Funway Park in their letter states that the reason for the delay in payment is due to a storm in 2011 wiping out their season early. However, he feels that they have had continued business since. Also that other residents and business owners in Town are struggling as well, but have had to pay their bills or face fines or lien's on their properties.

Selectman B. Lemire makes a **motion** to deny the request of waiving interest for Mel's Funway Park and request payment in full, or a suitable payment plan.

Selectman K. Bourque **seconds** the motion.

Selectman F. Byron asks for the total amount of money that was being asked to be abated.

Jason states that it was Fire Detail \$329.95 and Police Detail \$380.56 for a total of \$710.51.

Which is the 18% on the balance from last payment of 12/6/12 to 10/31/13.

Selectman F. Byron states that if they are obligated to have Police and Fire coverage than they are obligated to have it and pay for that coverage. **Vote carries 5-0-0.**

Old Business

Audit

J. Hoch states that the Auditors were on site at the beginning of the last week in April. Things appear to have gone smoothly. All members of the team were very complimentary of Karen's work, interest and eagerness to learn. Jason mentions that there are always a few interesting questions and pickups the Auditors have - but nothing highly unusual or disturbing. They have identified a few improvements to documentation (as seems to happen every year). He also states that there have been a few time consuming questions that both he and Karen have had (to be fair, Karen has had more) which have their roots in prior years, not 2012 - which makes the research somewhat more challenging, due to the further back you need to go the more difficult to locate the paperwork needed may be. But the good news is that these are items of under \$300 or less and showed in the system as the Town having more funds on hand than would be expected.

Community Planning Grant

Administrator J. Hoch states that this is the Planning Board's grant, and there is a contract with NRPC to handle the execution of work. Since the Board of Selectmen and Jason are the fiscal agents for the contract, he feels that it is better for either he or the Board of Selectmen Chairman (J. Burnelle) to sign the contract rather than the Planning Board Chairman. Jason would also like to mention the Karen went to the introductory workshop for direction on the Towns paperwork compliance requirements and how to request reimbursements from NHHFA (New Hampshire Housing Finance). She and Jen from NRPC have worked out various logistics to ensure that everything is being tracked and submitted properly.

Selectman J. Brunelle asks the Board what is their desire as far as signature on the contract would they like he or Jason.

Selectman F. Byron makes a **motion** that the Chairman of the Board of Selectman, J. Brunelle sign the contract with the Nashua Regional Planning Commission (NRPC) and the Town of Litchfield. Selectman P. Jewett **seconds** the motion. **Vote carries 5-0-0.**

Cruiser Replacement Status

Administrator J. Hoch states that he asked the Police Chief to make some notes detailing the events leading up to the purchase of the cruiser replacements. He reminds the Board that Ford had informed them the drop dead date for ordering was April 12, 2013. After 2 cruisers were approved the Chief went on to order them from Grappone Ford, and was advised of an 8-9 week lead time before getting the vehicles. The Chief received a phone call this same week from Ford stating they made a mistake and the Town could no longer get 2013 cruisers. They advised that the Town was put on a waiting list for 2014 cruisers, at the same price. However, would be several thousand behind other police departments with a date for delivery unknown. Chief O'Brion contacted Londonderry Ford to see if they had any vehicles. On April 26 Londonderry Ford found one cruiser. It meets all requirements, and can be purchased for the state bid. They searched for a second cruiser, found one but that deal falls through. Londonderry Ford locates another cruiser; however, it is \$10,000 more than the state bid. On May 7 Londonderry Ford calls to say they found a cruiser which costs roughly 2k over bid, but is literally the last cruiser in surrounding states. Jason states that they take the cruiser knowing they are spending roughly 1k per month repairing cruisers that the Town currently has. Jason goes on to state that contact has made with vendors to purchase the video camera system, radar unit and other various fit up equipment for the new cruisers. Camera vendor advised Jason that there was at least a 10 week lead time for the equipment, which put cruisers out until mid August at the earliest for delivery. He then informs the Board that MHQ the company used for setup of the vehicles, would like to put our new cruiser in the prestigious New Hampshire Police Chief Trade Show. This event is scheduled for mid June in Manchester. The Chief notifies the other vendors that the new vehicle would be in this show and if their equipment was in the cruiser it would be a great way to show off their equipment. After this discussion all equipment needed was received within 1 week. It appears that the first cruiser should be received mid June with the second shortly thereafter.

Pay Plan

Selectman J. Brunelle states that his understanding is that Jason would like feedback and some direction as to what the Board would like regarding revisions to the pay plan.

Jason mentions he is looking for some feedback on structuring the pay plan. The last conversation with the Board gave him varying directions. He would like to pin down the Board's initial goals and interests a bit more before setting up something for review and discussion. Selectman J. Brunelle mentions he feels the key to this is does the Board stick to the existing Step Program and resolve some of the issues surrounding it, or go with the low-mid-high Performance Style Program. He felt the Board was leaning in favor of fixing the Step Program. Selectman F. Byron is against the Step Program, but feels that Town could not do a graduated program, because the Town would not have access to current data. Unless, State data is somehow used.

Jason states that this is the information he needs to have clarified. In his notes to the Board he mentions that if this direction is taken it brings up certain questions, or if you opt in this direction here are other questions. Which involve data, updates and benchmarks. Also he mentioned in his notes that while the Board is struggling with the Towns pay plan ,and certain comparison data has issues associated with it. Why would the Board look at other Towns for comparison and figure they must be correct and we are wrong. Jason goes on to mention that Flex Plans are great however, they require a more rigorous review adjustment process and how would that be handled. So these are some of his questions to clear up so he can come back with a plan that meets the Boards needs.

Selectman F. Byron states that even Step Plans need to be based on benchmark positions within the plan.

Jason states that is true and grades have to be based on job responsibility, requirements and training etc.

Selectman F. Byron feels the Board should be looking at the State grades, programs and job descriptions along with other information.

Selectman B. Lemire states that LGC puts out a yearly wage and salary guide.

Selectman F. Byron states that by using LGC we would be incorporating all the issues that various Towns are having with their programs, due to the rates varying so greatly.

Selectman B. Lemire states that the State and a Municipality are different, he understands what Selectman Byron is saying, but feels he will not find the answer at a State level for a Municipality.

The Board asks Selectman F. Byron to gather the information he is requesting from a State level and present it to the Board for review.

Selectman F. Byron states he will get this information for the Board. He also mentions that either program that the Board chooses will require information based on this data.

Selectman J. Brunelle mentions that there are still questions and challenges to be addressed on both plans. Discussion continues among the Board as to how to implement either program.

Administrator J. Hoch states that the problem is not the plans, he use to write these plans for other Towns. The problem is the Board has to pick a plan and figure out how it is going to implement and manage it. The challenge is that there are about 4 to 5 different plans, which have been discussed and they are all very different. He needs the Board to take some time and look at his notes, ask and answer questions to help him narrow down a direction to take.

The Board agrees to do this and have some direction by the next meeting.

Monitor Warranties

Selectman J. Brunelle tells the Board this is a continuation of a discussion that was tabled previously regarding the warranty for the defibrillator/monitors.

Administrator J. Hoch states that the copy of the warranty the Board requested had been forwarded for them to review. States that it was a standard warranty. That the Fire Chief's recommendation was based on the line item in the budget of \$2,000 for care/maintenance on the existing monitors, he feels this can be paid upfront now and should proceed and cover themselves for 5 years. Or as Jason states continue budgeting each year for \$2,000 to cover care/maintenance. Mentions that once the monitor is out of the first year warranty and taken in for service, the minimum charge to evaluate is \$450.

Selectman F. Byron asks Jason if they have a Capital Equipment Reserve Fund for this. To which Jason states that no they do not.

Selectman F. Byron states that it is only for the Highway Department and Incinerator's equipment.

Jason clarifies that the Incinerator is for equipment and the Highway Department's purpose is for winter maintenance.

Selectman P. Jewett mentions that she thought the Board did something this year in a warrant. Jason states yes, it was for Building Systems. Nothing has been specified for this type of situation as of yet.

Selectman J. Brunelle states that we can either budget \$2,000 yearly for 5 years, or we can pay \$8,500 and be covered for 5 additional years once the first year warranty has expired. He asks Selectman B. Lemire what was the preference in Manchester when he was on the Department, to which B. Lemire states they paid for these warranties upfront on large purchases to protect the investment.

J. Hoch states that Preventative Maintenance has already been purchased for the additional 5 years. This warranty is to cover other issues such as defects and other parts.

Selectman B. Lemire makes a **motion** to purchase the additional Extended Warranty in the amount of \$8,580 for 5 years after the first year expires.

Selectman P. Jewett **seconds** the motion. But asks where the money will come from.

Administrator J. Hoch states that the money comes out of the Warrant Article for the defibrillators, \$70,000 was raised and the monitors were purchased for \$56,000.

Selectman F. Byron asks what is the repair history of the existing units.

Selectman B. Lemire states that he feels that you cannot compare the old units repairs to that of these new monitors as far as technology and repairs.

Selectman F. Byron states he knows this and because they are new should not have the troubles in repair the old monitors had. **Vote carries 3-1-1.**

Selectman J. Brunelle mentions that there should be \$2,000 in the Fire Department's budget and should the Board take action to remove it at this time.

Selectman B. Lemire and Selectman F. Byron state they feel that the Chief and Administrator should be able to manage that line in the budget for General Equipment Repair. However, Selectman F. Bryon states that next years Budget needs to be reduced by \$2,000 that has been put aside just for the defibrillators.

Background Check Policy

J. Hoch states that the Board deferred final action on this based on some questions to ITown Counsel. Which were regarding should the Cable Committee be added, and to remove the Recreation and Conservation Commissions from background checks. Jason states Counsel Laura Spector Morgan responded by stating that you cannot apply this directly to the cable operators hired by the Cable Committee because they are not employees; they are independent contractors. However, as part of the contract with the independent contractor the Town can require that they submit to a background check. Laura offered a few more pieces of advice which Jason took and states that he changed a section under "authorization" and under "scope" to clarify the wording. As far as the Recreation Commission, Laura asked why do members need background checks. Generally, they do not deal directly with children or money, but perhaps we use Commission members differently in Litchfield. Also what kind of checks are required for Conservation Commission members and why? Jason states the the Board has already pulled the Recreation and the Conservation Commissions from the policy.

Selectman J. Brunelle states the Cable Committee because they are an Independent Contractor cannot be required to have a background check even when engaged in a contract with the Town.

Jason states the Town can require it in a contact with an Independent Contractor. However, this policy is for hiring as an employee.

Selectman F. Byron makes a **motion** to approve the revisions to the Background Check Policy.

Selectman J. Brunelle **seconds** the motion. **Vote carries 5-0-0.**

24 Month Budgeting

Selectman J. Brunelle states that there was a Budget Committee meeting last Thursday and this subject did come up, he felt the feelings in the room were mixed regarding the support on this idea. He mentions that there was a strong belief that this would not pass within the Town.

Selectman J. Brunelle states that the Committee is interested in hearing what it is about, and that they understand why there is interest.

Administrator Jason Hoch states that there is an enabling law on the books that has piqued his and a few members of the Board's interest. Annual budgeting takes an immense amount of organizational time and money. He mentions that the net result in the five months of time devoted to the Operating Budget was an increase of \$10,000 over the prior year. If you factored in time, money and organizational skills you probably paid that much to gain that much. So in doing a 24 month budget you could get some control over time and organization and therefore money, and spend that time on some other Town items. He states that as of right now the law reads that it can be done, however, there is no clear direction as to how it may work. Thought needs to be done on how it would address SB-2 as well as many questions remain on the technical side of the plan. So before a recommendation can be made as to accepting this and moving forward, many technical questions still need to be answered. Jason states that this morning he, Selectman F. Byron and John York on behalf of the School Board spoke with Steve Hamilton from DRA to try and get the Department's perspective. Which is, that there is a law on the books; however, no one has done it so there is no clear supporting rules behind it. Steve Hamilton's suggestion was to reach out to the School Board Association and the Municipal Association and try to get together a small working group and put together a plan. Jason states that Litchfield can take a lead or sit back and wait to see if

someone else goes forward and attempts this and learn from them.

Selectman F. Byron mentions that DRA is open to this and it will probably require some modification of the law. It will also probably require DRA to write some regulations on how it would be managed. He agrees with getting a working group together to address questions and feels that the SBA and the NHMA should participate and take a look at whether this is possible or not. Selectman F. Byron feels that the Board should agree to move forward and work with other Organizations to get a clearer understanding of what would need to be done to implement this in Litchfield.

Selectman J. Brunelle makes a **motion** to authorize Selectman F. Byron and Administrator J. Hoch to continue research on implementing a 24 month budget.

Selectman P. Jewett **seconds** the motion. **Vote carries 4-0-1.**

Selectman J. Brunelle asks for this discussion to be continued with additional information at the first BOS meeting in August.

Stormwater Permit

Administrator J. Hoch tells the Board that the latest update with the stormwater permit is that the comment period for the draft permit has been extended to August 15, 2013. So there is recognition that there is work that still needs to be done on this and it may not impact the 2014 Budget at this point.

Selectman F. Byron asks Jason if this is thru the EPA, to which Jason answers yes. He mentions that when he was at the NHMA Board of Directors meeting and there was discussion that this was really coming from DES, so he would like to know what is the relationship with EPA and DES on this permit.

J. Hoch states that there is a close relationship and if you look back at some of the notes there are certain water bodies, conditions and situations that DES has written standards for. These then by being flawed or having issues are unfortunately automatically imported to the EPA plan, and become binding on every stormwater permitted Community. So part of the problem is there are flawed inputs from New Hampshire DES that are being put forward by EPA. He states that EPA has enforcement and fine ability so they are potentially able to enforce and fine for noncompliance on things that are not able to even be compliant in the first place.

Selectman F. Byron asks if it would be in the best interest of this Board to call in the Representatives of this State and Federal Senators to discuss this at the next Board of Selectmen's meeting. Let them know the problems that this is causing the Town.

J. Hoch states that he feels that is not necessary yet. There is a large group of Towns working together on this, that have had some constructive discussions with DES. He states the lead on this will be coming from DES first and EPA has been responsive to this. Jason states that the delay till August is the result of New Hampshire DES request to EPA stating that there are bigger problems than thought. Jason feels there is time before August to have some issues cleared up and feels it would not be a productive conversation at this point.

Selectman F. Byron just does not want to miss the comment period and find out the Town has no influence on the outcome of this Legislation getting molded at the Federal level.

Selectman J. Brunelle asks if a letter can be drafted to the Legislators.

Selectman F. Byron mentions that he would like to invite the Representatives to the Town for a discussion and then can hand deliver a letter to the Legislators in person.

Jason states that he feels there will be a productive time between now and August and there is no need to rush into it before the next Board meeting.

Vendor Exception Policy

Selectman J. Brunelle states that this is a list of approved vendors for the Town that needs to be approved by the Board.

Selectman B. Lemire makes a **motion** to approve the list of approved Vendors for the Town.

Selectman K. Bourque **seconds** the motion.

Selectman F. Byron would like to know if these Vendors are the sole source. Selectman J. Brunelle states no but based on the Towns policy certain vendors have to be identified.

J. Hoch states that the Purchasing Policy requires annual approval of exceptions. Based on last year and year to date, he has compiled a list of likely vendors that would meet this target. As he has noted on the list, this does not exclude bidding and purchase orders for new items and services, but rather recognizes existing purchasing relationships and contracts as well as those service providers where an individual purchase may not reach the PO threshold, but cumulative purchases from the same vendor over the course of the year will. Also, being on this list is no guarantee or commitment from the Town to make on going purchases from this vendor during 2013. **Vote carries 5-0-0.**

Selectman Reports

Selectman P. Jewett states there was a Town clean up on May 4th, and the volunteers worked very hard and did a great job. She mentions they also decorated the two Town signs and cleaned up around them.

Fishing Derby was held last Saturday and she states it was a success.

Selectman P. Jewett also mentions she attended an event at the Hudson VFW to award and recognize some of our citizens:

Captain Doug Nicoll, Fire Department
John Poulos, Town Loyalty
Margaret Parent, Teacher
Debra Langton, Teacher
Charles Mower, Teacher

Selectman J. Brunelle congratulates everyone on behalf of the Board of Selectmen.

Selectman F. Byron mentions he attended a Planning Board Meeting last Tuesday, and approved a home occupation sign as well as approved a subdivision which will be off of Nesenkeag.

Selectman B. Lemire wanted to compliment the Recreation Commission on the sign at the entrance of the new park, very well done. Selectman J. Brunelle also states the he has had wonderful feedback from visiting teams and local kids that it is a great field and the Commission did a terrific job.

Selectman K. Bourque would like to thank the Boy Scout that made the sign for the Field, great job.

Selectman J. Brunelle states that the first Budget Committee meeting of the season took place, and the Board appointed Andrew Cutter as Chairman, and Raymond Peeples as Vice Chairman.

Lots of good discussion of the upcoming Budget season. Due to holidays there will be some changes to the meeting schedule. There was discussion of events from last Budget season. There was a discussion on RSA-91a, the right to know law. Discussion regarding email and holding of background and backup data. He mentions that last year there was a running dialogue across several Committee members in email, that dialogue was posted in the minutes because it was a lot of information sharing and felt people needed to know. The Committee was transparent as to what happened and no decisions were made in that dialogue.

Selectman B. Lemire mentions that the new Town Counsel has had interaction with this individual on the same subject and is very concerned regarding the threats that were made, and feels that the Board or the Budget Committee should be in touch and have a conversation. Discussion regarding this matter and advising Legal Counsel continued, with a final agreement being made was to advise the Committee to check with Counsel regarding 91-A.

Items Moved From Consent

No Items Moved

Other Business

Selectman J. Brunelle states the next Board of Selectmen's meeting fell on 5/27 Memorial Day, rescheduled it for Tuesday May 28, 2013 at 6:00 at the Town Hall.

Memorial Day Parade he has not heard anything as of yet, but will pass the information on as soon as he is made aware. It is customary for the Board to walk in the Parade, it starts at the Middle School and continues to the Old Town Hall and usually begins at 9:30. He asks Jason to reach out to the Historical Society and try and get a time.

Selectman K. Bourque mentions that he has had a few residents on Lund Street who have expressed some concerns to him regarding the Fish and Game Club having a port-a-potty on the side of the street there. They would like Kevin or the Town to remove that. The Board asks where this port-a-potty is located and Selectman K. Bourque states it is right out in front of the Gate on the side just off the road. Selectman J. Brunelle asks Jason to call the Vendor and find out who is contracting it to be there, and have the Town proceed from there.

Selectman K. Bourque also mentions that when people leave the Fish and Game Club they take a left onto Lund Street which is not a thru street. The residents would like to know if a sign can be put either on Lund Street or near the Fish and Game entrance stating that it is not a thru street to stop trucks and traffic from coming down their street.

Administrator J. Hoch states that there is probably one of those signs in stock and Jack can put one up without any problems. These are not considered traffic control devices.

Selectman J. Brunelle would like to clear up and notify the public of a picture that was posted on Facebook involving one of the Town's Police cruisers. It was being towed out by Warren's Towing after becoming stuck. An Officer responded to a call and parked the cruiser on the side

of the road, turning the wheel in, put in park then getting out of the vehicle. Proceeded to deal with the case he was call to. Upon returning to the vehicle the cruiser had moved down the hill, it had stopped and was secured, but being on a dirt road the Officer could not get the vehicle loose. Warren's Towing was called and pulled the cruiser up on the road, and it was driven away with no damage.

Selectman J. Brunelle states the Board will be going into a non-public session as per RSA 91-A:3II for Pending Litigation.

Selectman B. Lemire makes a **motion** to adjourn. Selectman P. Jewett **seconds** the motion. **Vote carries 5-0-0.**

The next Board of Selectmen's meeting will be on May 28,2013 at 6:00pm at Town Hall

Approved May 28, 2013