

**Town of Tamworth
Board of Selectmen's Meeting
February 23, 2015**

Town House

BOARD MEMBERS

PRESENT: Jim Hidden, Steve Gray & John Roberts

OTHERS

PRESENT: Town Administrator Cassandra Pearce, Road Agent Richard Roberts and Executive Assistant Darlene McWhirter

Chairman Hidden called the meeting to order at 8:00 a.m.

**NON PUBLIC
MEETING:**

Motion made by Chairman Hidden at 8:00 a.m. to enter into a non public session under RSA 91 A: 3 II (a) & (c). Motion seconded by Selectman Gray and passed unanimously.

Motion made by Chairman Hidden to exit non public at 8:37 a.m. Motion was seconded by Selectman Gray and passed unanimously.

The board reentered the Selectmen's meeting at 8:38 a.m.

ADMINISTRATION: The board approved and signed the following:

- Intent to Cut for 411-039-000
- Capital Assets Policy
- Reappointments to the Conservation Commission for William Batchelder and Nelson O'Bryan

Town Administrator Pearce shared with the Board that Assessor Rod Wood reviewed the paperwork of the Chocorua Lake Conservancy regarding their non-profit status and their possible application for a PILOT.

A Selectmen's meeting will be held on Monday, March 9, 2015 at 5:00 p.m. at the Town House, 27 Cleveland Hill Road.

Road Agent Roberts was present to discuss the Grader bids and additional cost for equipment. The Board agreed to propose an amendment to reduce this 2015 warrant article by \$95,000.00.

The Board attended a mandatory employee training hosted by the Joint Loss Management Committee.

PRESENTERS: Stephen Gianotti from Cigna spoke on "Effective Teamwork"
Jana Dalton from School Care briefly discussed the EAP program.
Selectman Steve Gray demonstrated the use of an AED and CPR.

**EMPLOYEES
PRESENT:**

Town Administrator Cassandra Pearce and Executive Assistant Darlene McWhirter, Police Chief Daniel Poirier, Sergeant Penny Colby, Patrolman Dana Littlefield, Fire Chief Richard Colcord, Parks and Recreation Director Parker Roberts, Transfer Station Supervisor Glenn Johnson, George Knight, Road Agent Richard Roberts, Christopher Baker, Judson Noyes, Michael Mosher, Daniel Walker, Cooper Gonyo, Town Clerk/Tax Collector Kim Trammell, Pat Perkins and Brenda Robinson.

**EMPLOYEES
NOT PRESENT:**

Libby Hauser, Jeff Tavares and Kevin Newberry

The board discussed the following items with employees:

- The website will be updated and the board is asking for input regarding the individual department pages, please submit suggestions by March 15th.
- The Board has implemented deadlines for information pertaining to their bi-weekly meetings. Requests to be on the agenda and any supporting documentation needs to be in by noon on the Tuesday before the meeting. Any invoices that need to be paid must be submitted by noon the Wednesday before the meeting and time cards need to be submitted by 9:00am on the Thursday of the meeting.
- The board discussed cell phone usage and the need to upgrade the town owned phones and data plans. The administrative office will look into additional costs for the upgrades. Information will be available at the next meeting.

**NON PUBLIC
MEETING:**

Motion made by Chairman Hidden at 11:15 a.m. to enter into a non public session under RSA 91 A: 3 II (a) & (c). Motion seconded by Selectman Gray and passed unanimously.

Motion made by Chairman Hidden to exit non public at 11:34 a.m. Motion was seconded by Selectman Gray and passed unanimously.

The board reentered the Selectmen's meeting at 8:40 a.m.

The Selectman Roberts suggested the possibility of implementing an employee recognition program and hosting a summer time picnic. This will be discussed at a later date.

**MEETING:
ADJOURNMENT:**

Motion made by Chairman Hidden to adjourn at 12:00 p.m. Motion was seconded by Selectman Gray. The Motion passed unanimously.

Respectfully Submitted,

Darlene McWhirter
Executive Assistant

Approved by Board of Selectmen

James S. Hidden

Stephen G. Gray

John E. Roberts

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