

Town of Tamworth  
Board of Selectmen's Meeting  
November 15, 2010  
Town Office

Members Present            John Roberts, William Farnum and Robert Abraham

Others Present            Administrator Cassandra Pearce, Town Clerk Kim Noyes, Treasurer Mary Mills, John Mersfelder, John Wheeler, Dan Poirier, Jeff Tavares, Bruce Robinson, Glenn Johnson, Brenda Robinson, Mariette Ross, Judith Reardon, and Anne Abear.

*Mr. Roberts opened the meeting at 7:30 a.m.*

Non-Public Session        *Mr. Roberts moved at 7:30 a.m. and Mr. Farnum supported to enter into a non-public session per RSA 91-A:3 II a. Vote was Roberts, Yes, Farnum, Yes, and Abraham, Yes. Motion passed.*

*Mr. Roberts moved at 8:10 a.m. and Mr. Farnum supported to adjourn the non-public session. Vote was unanimous. Motion passed.*

## 2011 Budget Work Sessions

The Selectmen met with the following departments and discussed their 2011 budget requests:

### 1. Town Clerk & Tax Collector

Wage/Salary: The Board discussed at length with Ms. Noyes the increase of her salary that is being presented. Ms. Noyes advised that with the additional duties and responsibilities that have been placed on the position from the State of NH, and with the additional revenue she was bringing in from the residents who register their vehicles at the Town Office, she felt the position was in need of an adjustment. Ms. Noyes discussed and presented information from the LGC wage and classification study advising that after a review of the study her salary was not proportionate to the workload of her job. The Board discussed the possibility of placing an increase in the budget for employees for a COLA increase and inquired if Ms. Noyes also expected to receive adjustment. The response was yes. The discussion continued with Mr. Roberts opposing the increase that is being requested due to the adjustment that was made last year for the position above the COLA increase that was received by the other employees. Mr. Abraham and Mr. Farnum were in agreement with the increase being presented by Ms. Noyes.

Other items: The Board reviewed the other budget requests of Ms. Noyes and made an adjustment to one line in anticipation of a federal primary being held in the month of December 2011.

2. Election & Registration:

Salaries – The Board discussed the proposed meetings that the supervisors are required to hold during the 2011 year, the possibility of holding a federal primary in December of 2011 and the need to have a 10-year reenrollment as required for the checklist.

3. Treasurer:

Salary – Mary Mills advised the Board that the pay that she was receiving as the Town Treasurer with her duties was insufficient and that the Board would have a difficult time paying that salary to another Treasurer should she not run for the position in the future. Mr. Roberts indicated he was not in favor of allowing for this increase as requested by Mrs. Mills. Mr. Abraham and Mr. Farnum were willing to agree with this increase.

Computer purchase - Mrs. Mills discussed the need to purchase a computer for the sole purpose of financial online transactions. This particular computer will not be allowed on the Internet for any other purpose.

4. 2011 Employee Increases:

The Board requested Mrs. Pearce to perform a review of what the impact on the 2011 budget would be to allow for a 2.8% COLA to bring the employees COLA increases back in line as it had been taken from the budget 2 years ago when 5.8% COLA was budgeted. The impact to the budget including wages, taxes, and retirement was presented at \$13,376 over the 2010 rates.

5. Zoning Board of Adjustment:

Mr. Mersfelder discussed the current year's budget and the reason for the over expense of the budget for 2010 which was associated with the cost of having one hearing for a cell tower. A request was made to add a legal line within the budget with an appropriation for services if needed.

Non-Public Session

*Mr. Roberts moved at 9:50 a.m. and Mr. Farnum supported to enter into a non-public session per RSA 91-A:3 II a. Vote was Roberts, Yes, Farnum, Yes, and Abraham, Yes. Motion passed.*

*Mr. Roberts moved at 9:57 a.m. and Mr. Farnum supported to adjourn the non-public session. Vote was unanimous. Motion passed.*

2011 Budget Work Sessions  
Continued

6. Cemeteries:

Maintenance – Mr. Wheeler informed The Board that the cemetery trustees would be working on a proposal to send out to get prices for the 2011 year.

Gravestone Repair – A request is being put into the 2011 budget for the purpose of repairing several gravestones.

Vacant Trustee Position - The Board discussed the vacant position of Town Trustee and Mr. Wheeler advised that the Board has not received any interest from a resident.

7. Police Department:

New Cruiser – Chief Poirier is not recommending the purchase of a new police cruiser during the 2011 year.

Custodial Services – This price for services will increase in the 2011 year.

Equipment Purchase – The department will be looking to purchase a shotgun and replacing 3 pistols.

8. Rescue Department:

Truck Repairs – Mr. Tavares advised that the rescue vehicle will need to have repairs done during the 2011 year to include rear brakes, tires, and front end work.

Office Supplies – The department is looking to add some office furniture and to replace the computer.

Atwood Fund – The department plans to upgrade the Zoll defibulator to blue tooth capability.

9. 2011 Employee Increases (continued discussion):

The Board continued the discussion of the 2011 proposed increases for the employees. The original discussion earlier in the meeting was to budget for a 2.8% COLA. This secondary discussion includes an additional 2.2% raise for all employees. Mr. Abraham advised he was

not in favor of increasing other employee's pay with the exception for the two that he had agreed to earlier in the meeting for the Tax Collector/Town Clerk and the Treasurer. Mrs. Pearce, Mr. Roberts and Mr. Farnum disagreed with Mr. Abraham advising that would not be to appropriate and fair for the rest of the employees, as they also deserved a COLA and an increase for their hard work and performance. Mr. Abraham advised he felt that the front office (Tax Collector's Office) should be brought more in line with the back office (Selectmen's Office) in regards pay. Mr. Roberts advised that the pay of an individual can not be compared to the pay of another unless the jobs that are being done are completely the same. The jobs of these two offices are not the same. Both departments have individual responsibilities and can not be compared for salaries. Further, it was brought to Board's attention that the additional duties that Ms. Noyes described as one of her reasons for an increase have affected the workload of the accounting department.

Mr. Farnum after further consideration advised that he was willing to accept the increase of 5% across the Board as being discussed here and will not support the increase as presented by the Town Clerk/Tax Collector and the Treasurer as previously agreed upon. Mr. Farnum advised that he believes that the employees should receive an increase across the Board, not individually. Mr. Abraham agreed with this also and the Board will meet with Ms. Noyes and Mrs. Mills to discuss this change in decision.

Recess

*Mr. Roberts recessed the meeting at 12:10 p.m.*

Reconvene

*Mr. Roberts brought the meeting back to order at 1:00 p.m.*

#### 10. Highway Department:

Capital Reserve Funds – The Board discussed the recommendation of the CIP Committee to discontinue most of the capital reserve accounts and to purchase the equipment in the year it is to be purchased. The Board further discussed a capital reserve being set up for the purpose of emergency repairs to equipment, roads, bridges, etc.

Telephones/Cell Phones – Mr. Robinson advised that the current Sprint/Nextel telephones do not work well in Town and recommended the Board consider another carrier.

Road Signage – The Board discussed the road signs that will need to be updated by the end of 2015. Mr. Robinson explained to the Board that the street signs need to have a perimeter that is reflective in order to be acceptable. The Board requested Mr. Robinson to determine the number of signs that need to be replaced.

Equipment – A recommendation was made to purchase a sander for the small truck of the highway department. Mr. Robinson was requested to acquire pricing and present the information to the Board for a purchase to be considered out of the 2010 budget.

Paving – The Board agreed to place \$220,000 within the 2011-operating budget for the paving. Mr. Robinson advised that he would like to encumber the funds that are not spent in 2010 from the paving line of the budget if he could get a contract approved prior to year-end. The work will be for Washington Hill Road, Turkey Street and Maple Road.

Sidewalk Maintenance – Ms. Judith Reardon addressed the Board with an inquiry of whether the Selectmen have considered the sidewalk maintenance plan within the Chocorua Village during the winter season. She advised that with all of the research that she has done, it is her understanding that the sidewalks must be maintained because they were built using federal funds. She recommended the Selectmen review this with Town Attorney. The Board advised that they have no intentions of maintaining the sidewalks at this time as they were put into the village with the pretense that they would not be maintained during the winter months, nor would they be a financial burden to the taxpayers of Tamworth. Mr. Farnum advised that this would be brought before the voters at Town Meeting in March.

#### 11. Transfer Station:

Salaries – The Board discussed the requested salary of the Supervisor for the 2011 year and advised that the Selectmen will be budgeting an increase of 5% to all salaries.

Repairs to equipment – The Board discussed the repairs that have been done to the equipment during the 2010-year and what the plans were for the 2011 year.

#### 12. Swim Program:

Ms. Brenda Robinson discussed the 2011 budget for the swim program and advised that she will not as in the year 2010, request funding for bus transportation. She will however, request a grant to offset the expenses from the Tamworth Foundation. This request has been received each year.

#### 13. Welfare:

Mrs. Ross attended the meeting for a discussion of the 2011 budget of the welfare department. After some consideration, the Board increased the heat/fuel allowance budget line after a report by Mrs.

Ross that the amount of funds available from other fuel assistance programs will be down for the coming heating season.

Mrs. Ross presented the Board with a request to increase the Town's allowable levels of assistance payments for applicants who apply for assistance through the Town. *Mr. Roberts moved and Mr. Farnum supported to increase the allowable levels of assistance payments as presented by Mrs. Ross. Vote was unanimous. Motion passed.*

#### 14. Non-Profit Organizations:

The Board reviewed the non-profit organizations that have submitted requests for funding for the coming year. The Board requested to meet with the three new organizations that included: Life Bridge, Carroll County Transit and the American Red Cross. All three will be requested to be at the 11/22 meeting.

#### 15. Emergency Management:

The Board requested a meeting with Dana Littlefield on 11/22 to discuss the emergency management budget for the 2011 year.

### Administrative Matters

Mrs. Pearce presented the following to the Board for the approval/discussion:

1. *Mr. Farnum moved and Mr. Roberts supported to approve a payment manifest in the amount of \$221,158.43. Vote was unanimous. Motion passed.*
2. *Mr. Roberts moved and Mr. Farnum supported to approve a check register in the amount of \$221,158.43. Vote was unanimous. Motion passed.*
3. *Mr. Roberts moved and Mr. Farnum supported to approve a payroll check manifest in the amount of \$16,124.61. Vote was unanimous. Motion passed.*
4. The Board discussed the proposal received for the 2010 Town Reports. The Board will be checking references on the lowest priced proposal received before making a decision at the 11/22 meeting.
5. *Mr. Farnum moved and Mr. Roberts supported to accept a proposal for a 3-year extension for the workers compensation insurance through Primex with the 5% discount being offered. Vote was unanimous. Motion passed.*
6. Mrs. Pearce advised that she had received an email from NH DRA who are willing to set the 2010 tax rate on Tuesday, 11/16 at 2:00 p.m. if the rate can be set via a conference call. The Board agreed to recess this meeting to 11/16 at 2:00 p.m.

### Non-Public Session

*Mr. Roberts moved at 3:20 p.m. and Mr. Farnum supported to enter into a non-public session per RSA 91-A:3 II c. Vote was Roberts, Yes, Farnum, Yes, and Abraham, Yes. Motion passed.*

*Mr. Roberts moved at 3:40 p.m. and Mr. Farnum supported to adjourn the non-public session. Vote was unanimous. Motion passed.*

Recess

*Mr. Abraham moved and Mr. Farnum supported to recess the meeting to 11/16 at 2:00 p.m. at the Town Office. This motion was made at 3:45 p.m. Vote was unanimous. Motion passed.*

Respectfully submitted,  
Anne M. Abear

Approved 12/2/2010

John Roberts

William Farnum

Robert Abraham