

Town of Tamworth
Board of Selectmen's Meeting
November 22, 2010
Town Office

Members Present: John Roberts, William Farnum and Robert Abraham

Others Present: Administrator Cassandra Pearce, Town Clerk/Tax Collector Kim Noyes, Rec Director Parker Roberts, Deputy Fire Chief Jim Bowles, Steve Gray, Charles Townsend, Ned Beecher, Pat Farley, Karen McNiff, Jay Rancourt, Sharon Malenfant, Ann McGarity, Anne Abear, David Kemper (representing Life Bridge, Inc.), Dana Littlefield, Ted Laliberte (representing Carroll County Transit), Robert Gerseny (representing American Red Cross) and other members of the public.

Chairman 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, Abraham, Yes. Motion passed.*

Mr. Roberts moved to exit the non-public session at 8:00 a.m. Mr. Farnum supported this motion. Vote was unanimous.

2011 Budget The Board met with the following departments to discuss their 2011 budget requests:

Parks & Recreation, Town House and Patriotic Purposes – Parker Roberts

1. Parker Roberts was advised that the Selectmen would be budgeting for a 5% pay adjustment for the 2011 year. The increase is across the Board and will consist of a 2.8% COLA and 2.2% raise.
2. Town House – The consensus of the Board was to place a warrant article on the 2011 Town warrant for the renovations at the Town House in order for the building to be brought into ADA compliance. The Board awaits figures from Shawn Bergeron to determine what the cost will be.
3. Patriotic Purposes – Parker Roberts discussed the generous donations that the Town has received from Chris Vernon for the 4th of July family day celebration including a donation toward the fireworks and the band that he paid for this year. The Board expressed their gratitude through Mr. Roberts to Mr. Vernon for his generosity.

Town Clerk/Tax Collector – Kim Noyes

1. The Board met with Ms. Noyes again to advise her of the decision that they have made to the salaries for the year 2011 budget. Ms. Noyes advised she

did not have a problem with the 5% increase as long as it was approved at Town Meeting. She continued by indicating that she still would like to receive the \$45,000 that she originally requested in her budget. Ms. Noyes presented the Board with a policy to consider for future distribution of increases to employees. Ms. Noyes discussed the revenue that she has raised by bringing license plates in house. Mr. Farnum discussed the revenue being generated belongs to the Town, not the individual collecting the funds. He advised this could change if the position was based on a salary plus fees. Ms. Noyes discussed the 1999 wage and classification study in which 6 out of the 9 position's salaries were under paid. She disbursed to the Board the information that she had collected on all of the current positions salaries. Mr. Abraham advised that he agrees Ms. Noyes should be getting \$45,000 as she is requesting and further agreed with the policy that is being presented where increases should be tied to employee evaluations and work performance, not across the board for all employees. Ms. Noyes reiterated she did not have a problem with the 5% adjustment as long as it was supported and passed at the 2011 Town Meeting.

Fire Department – Jim Bowles

1. The Board reviewed the 2011 request of the fire department and discussed the administrative line item. Mr. Bowles advised that during the absence of the full time fire chief he will be conducting the inspections and Mrs. Bowles will be doing some of the administrative work. The wage per hour for Mr. Bowles has been determined to be \$41/hour and Mrs. Bowles will be \$10/hour. Mr. Bowles felt there were sufficient funds within the budget to cover these costs both in the 2010 and 2011 budget year.
2. The Board discussed training, equipment maintenance, building maintenance needs, fire equipment, and capital reserves.
3. Mr. Abraham discussed the grants available to the fire departments.
4. The Board discussed the shoulder project from Main Street to the KA Brett School and from the school to Whittier Road. Mr. Bowles acquired some information from the Board, but was unaware of the status of the project at this time.

Planning Board – Steve Gray

1. The Board reviewed the 2011 budget request of the planning board.
2. The Board discussed the dates of the public hearings for the planning board.

Non-Public Session

Mr. Roberts moved and Mr. Farnum supported to enter into a non-public session at 9:42 a.m. per RSA 91A: 3 II a. Vote was Roberts, Yes, Farnum, Yes, Abraham, Yes. Motion passed.

Mr. Roberts moved and Mr. Farnum supported to exit the non-public session at 9:47 a.m. Vote was unanimous. Motion passed.

Conservation Commission – Charles Townsend & Ned Beecher

1. The Board discussed and reviewed the 2011 budget request of the Conservation Commission.

Economic Development Committee – Pat Farley, Christine McEntire & Karen McNiff

1. Mrs. Farley presented fliers showing the progress the EDC has gained and the proposed advertisements of the businesses in Town.
2. The goals and accomplishments of this committee thus far were discussed with the Board.
3. Mrs. Farley recommended the Board consider changing the name of the Committee to a Commission. This will be looked into further.

Energy Commission – Sam Sayers

1. Mr. Sayers discussed the request of the Energy Commission for the 2011 year and the grants that have been received in the past years. The request for this commission was increased to \$815.

Selectmen, Administration, & Other Budget Items

1. Selectmen's Training Line – This line was increased for all members to receive \$200 each during the 2011 year for training and mileage.
2. Town Administration Salaries/Overtime – Mr. Roberts inquired if the other members of the Board would consider having one administrative staff member at the Selectmen's Meetings versus the two that attend the meetings now. Mr. Farnum and Mr. Abraham advised that they did not feel that that was appropriate at this time. Mr. Abraham advised that the only way to save funding would be to cut the salaries/hours of individuals.
3. Revaluation of property – The Board would like to consider the option of working with surrounding communities to create a multi-town assessor.
4. Building Maintenance – The Board discussed the need for storage in the basement of the Town Office. The 2011 budget has funding budgeted for shelving to be installed in the basement. Mr. Abraham recommended the staff consider looking at Craigslist for shelving.

Administration

1. Software update – A proposal for the Town to consider to update the several computers within the office was presented. The cost is \$175 for 6 computers. The Board authorized this expense out of the 2010 budget.
2. Meeting date change – The Board decided they would hold the next budget work session on Monday, November 29 beginning at 8:00 p.m. The meeting scheduled for Monday, December 6 was cancelled.
3. *John Roberts moved and Mr. Farnum supported to approve the minutes of November 15 as written. Vote was unanimous. Motion passed.*

4. *Mr. Farnum moved and Mr. Abraham supported to approve the minutes of November 16, 2010 as written. Vote was unanimous. Motion passed.*
5. *Mr. Roberts moved and Mr. Farnum supported to approve the non-public minutes of November 15, 2010 as written. Vote was unanimous. Motion passed.*
6. The Board signed an intent to cut for map 209 lot 013.
7. The Board signed the second issue tax warrant for the 2010 year. The amount of the warrant was \$3,145,306.

Recess

Mr. Roberts recessed the meeting at 12:10.

Reconvene

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

Non-Public Session

Mr. Roberts moved and Mr. Farnum supported to enter into a non-public session at 1:12 p.m. per RSA 91-A:3 II a. Vote: Roberts Yes, Farnum Yes, and Abraham Yes. Motion passed.

Mr. Roberts moved and Mr. Farnum supported to exit the non-public session at 1:23 p.m. Vote was unanimous. Motion passed.

2010 Budget Work Session

Cook Memorial Library

1. Salaries – The proposed increases within this budget are 2 – 4%.
2. Capital Reserve Account – No additional funds will be added to the capital reserve for the library maintenance fund.
3. Members of the library board expressed appreciation with Mr. Farnum attending the library meetings as the ex-officio to their Board.
4. The library extended an invitation to the public for the open house scheduled for 12/8/2010 beginning at 6:00 p.m.

Lifefridge

Representatives of Lifefridge attended the meeting to discuss the organization's purpose and how they serve the community of Tamworth. Members of the Selectmen inquired as to why, since this organization really services the Town through the school are they not applying for the funds from the school? The organization advised that they do not typically apply for funds from the school.

Members of the Board expressed concern of the affiliation that is portrayed with several religious organizations and not all religious affiliations.

2010 Budget Work Session

Emergency Management – Dana Littlefield

1. Generator for the School – The advertisement will go out soon and the Board will open the bids at their meeting of 12/16 with the school.
2. Expenses this year – Mr. Littlefield will be ordering 15 cots and supplies for the 2010 year. A maximum of 50 cots will be purchased over the next few years.

American Red Cross	Bob Gerseny discussed the funds that are being requested for this organization and how they service the community of Tamworth.
Revenues	The Board viewed the proposed revenues as projected for the coming year.
Tri County Cap Carroll County Transit Ted Laliberte	Mr. LaLiberte attended the meeting to discuss the \$3,000 that is being requested from the Town and how the organization will benefit the Town in the coming year through public transportation.
Administration	<ol style="list-style-type: none">1. The Board discussed the deadline for petitioned articles.2. The Board was advised that the property tax bills will be out in the mail in the near future.
Adjournment	<i>Mr. Roberts moved and Mr. Farnum supported to adjourn the meeting at 4:00 p.m. Vote was unanimous. Motion passed.</i>

Respectfully submitted,
Anne M. Abear

Approval of minutes: 12/2/2010

Tamworth Board of Selectmen

John Roberts

William Farnum

Robert Abraham

