

TOWN OF WENTWORTH NEW HAMPSHIRE  
OFFICE OF THE SELECTMEN  
Selectmen's Meeting Announcement

The Select Board started meeting every week starting November 12, 2019.

June 8, 2020

STATEMENT IN COMPLIANCE WITH NH RSA 91-A:3

The Select Board Meeting Minutes posted herein are the original notes and drafts as prepared by the Administrative Assistant or other administrative personnel employed at the time. Some of these notes and drafts have been reviewed by Select Board members in attendance at the meetings. These Select Board members made their own notes and suggestions primarily pertaining to technical and formatting issues which are now part of these minutes. The current and previous Select Boards take no accountability for any inaccuracies, omissions, formats or completeness of these minutes.

Done 5/6/2020  
OAT

Wentworth Select Board  
Non-Public Meeting  
November 5, 2019

Select Board Present: Francis Muzzey, Omer Ahern, Jr., Palmer Koelb, Chief Trott

*motion By OAT 2nd by PK to go into* At 7:27 pm the Board unanimously voted to enter into a non-public meeting regarding matters which if discussed in public meeting might adversely affect the reputation of any person.

*Per RSA 91-A:3, II (b)*  
*FM Voted Yes, PK Voted Yes, OAT Voted Yes, All Voted Yes*

Chief – what are the Board’s expectations regarding Town employees getting hired

*Motion Carried*

We have a Hwy Dept employee that needs to have a background done and in order to do that, the Board needs to provide a check – local towns used to – so State requires it. Randy Ruger – Andrew Chase, Transfer Station, restriction for an alcohol interlock device on vehicle. As your police chief there are things that could come up in a background check that the SB may want to consider before hiring. OA agree with Chief – background check for everyone. If does not negatively impact ... but Chief says we should be more clear on our policy

Chief cannot do background check. Fingerprint card just means doing latent finger prints – but not part of criminal request. Along with motor vehicle record (SR22 -habitual offender).

Chief: Is the background going to be a blanket policy with all new employees? \$25

*will be the cost to the town for each Background check*

Muzzey: If we have a policy that says we must have a background check, it’s worthless unless we do something – part of our policy – should be how we deal with it.

Purpose of non-public – Police are allowed WHEN IT PERTAINS TO CRIMINAL INVESTIGATIONS.

Muzzey: Is there a form that signed by the Applicant?

We want a background check to hire X. HE signs the form – a release – and takes it along with ID to HQ in Concord or Twin Mtns along w/ fingerprint card or they do livescan. Form doesn’t necessarily incl motor vehicle, so ask that it include motor vehicle.

*check as well*

Advice: hired and told he would have to have background done. Troop F or Concord check by Town – on our time.

*he will be getting the background check*

Now Chief suggests we put it in place. OA if you put that in writing.

19:57

Omer Ahern Jr. motion out of nonpublic FM second vote yes OA. OA motion to seal minutes of non-public FM second OA yes FM

*PK Voted Yes*  
*O A Voted Yes*  
*FM Voted Yes*  
*All Voted "Yes"*  
*Motion Carried*  
*(2) New Line*  
*Motion to Seal Carried*

*FM Voted Yes, OA Voted Yes, PK Voted Yes*  
*All Voted "Yes" Motion to Seal Carried*

Respectfully submitted by:  
Tanya Vela and Omer C. Ahern, Jr.

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Chairperson, Francis Muzzey

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Board Member, Omer C. Ahern, Jr.

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Board Member, Palmer Koel

**Wentworth Select Board  
Meeting Minutes  
November 12, 2019**

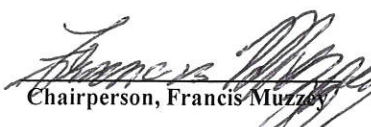
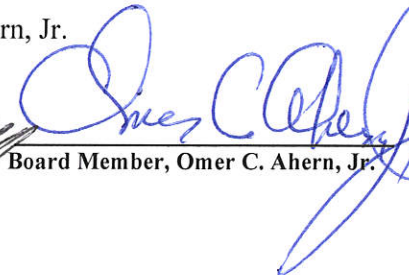

**In Attendance:**

Francis Muzzey (Chairperson)  
Omer C. Ahern, Jr. (Select Board Member)  
Wallace Trott (Police Chief)  
Paul Manson (Highway Road Agent)  
Tanya Vela (Administrative Assistant) – present until 6:30 p.m.  
George Morrill

- **5:05 pm: F. Muzzey called meeting to order at to review administrative matters.**
  - Discussion of MS-434 and NH DRA Discussion of Town Budget & types of funds – Highway Block Grant Usage
  
  - Discussion about the \$31,400.00 spent from Unexpended Fund Balance – Capital Reserve Bridge Fund – further discussion about \$31,000 from last December 2019 for the Highway Dept for a repair to a piece of equipment per P. Manson, who was not a Town employee at the time. G. Morrill suggested it could have possibly been part of a hydrology study.
  
- **6:00pm: F. Muzzey opened the meeting to public input / Led Pledge of Allegiance.**
  
- **O. Ahern made a motion to have the Town Treasurer cut two \$25.00 checks to NHSP to do background checks for the two new Town Employees. Francis seconded the motion. Both voted yes. Motion passed unanimously.**
  
- Omer asked Highway Agent to put together a checklist of what needs to be done for the bridge construction process (bid for qualifications, etc.)
  
- Board reviewed and signed septic system design for C. Jamgochian.
  
- **O. Ahern made a motion to have each applicant (or representative), requesting review of a septic system design, come to the Select Board meeting for the Board members to be able to ask any pertinent questions. Francis seconded the motion. Both voted yes. Motion passed unanimously.**
  
- Discussion of MS-434 Overlay
  - **F. Muzzey made a motion to reduce current amount of Unassigned Fund Balance to \$458,945.00 using \$100,000 to reduce the tax by approximately \$1 per thousand. O. Ahern seconded the motion. Both voted yes. Motion passed unanimously. The Unassigned Fund Balance remains high within the range suggested by DRA.**
  
- **O. Ahern made a motion to sign a request/demand to the Tax Collector to collect the necessary monies by way of real estate taxes from the people of the Town of Wentworth in order to meet the appropriation decided. Francis seconded the motion. Both voted yes. Motion passed unanimously.**

- In order to expedite the process, the Board members will sign the Tax Collector's Warrant next Tuesday or as soon as possible because the Board is late in getting tax rate. **F. Muzzey made a motion to do so. O. Ahern seconded the motion. Both voted yes. Motion passed unanimously.**
- G. Morrill brought up a concern about a house someone built on East Side Rd. He said he is not sure about the septic system and how it may affect the river below.
- Board reviewed DES approval for B. Barnard's septic system and other correspondence to the Town.
- Positive comments were made about the Town Office new lighting by Bixby Electric & Chief Trott.
- **O. Ahern made a motion to go into nonpublic session per NH RSA 91-A:3, II (b) The hiring of a person as a public employee. Francis seconded the motion. F. Muzzey voted "yes, O Ahern voted "yes. Both voted yes. Motion carried.**
- **7:11 pm: O. Ahern made a motion to come out of nonpublic session. Francis seconded the motion. Both voted yes. Motion carried.**
- **7:12 pm: O. Ahern made a motion to seal the minutes of the just completed nonpublic session. Francis seconded the motion. Both voted yes. Motion carried unanimously to seal minutes.**
- There was a continuation/ongoing discussion with George Morrill re: \$31,400.00 for Hydrology study.
- A discussion then ensued about some Budget Numbers for the Internet and telephone.
- **7:19 pm: O. Ahern made a motion to adjourn the meeting. Francis seconded the motion. Both voted yes and the motion carried.**
- **Meeting adjourned at 7:20 pm.**

Respectfully submitted by:  
Tanya Vela and Omer C. Ahern, Jr.

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Chairperson, Francis Muzzey      Board Member, Omer C. Ahern, Jr.      Board Member, Palmer Koelb

**Wentworth Select Board  
Meeting Minutes  
November 19, 2019**

**In Attendance:**

Francis Muzzey (Chairperson)  
Omer C. Ahern, Jr. (Select Board Member) via conference call  
Palmer Koelb (Select Board Member)  
Wallace Trott (Police Chief)  
Paul Manson (Highway Road Agent)  
Randy Ruger (Transfer Station Attendant)  
Tanya Vela (Administrative Assistant) – present until 6:30 p.m.  
Linda Franz (Bookkeeper)  
Kay Bailey

**5:04 pm: P. Koelb made a motion to belatedly call the meeting to order. F. Muzzey seconds the motion. Meeting opened to review administrative matters.**

**Administration.**

- F. Muzzey read Carol Young's email to Town with her concerns about the broken bench in the Town Common being a hazard and recommendation to remove it. Motion will be made during public input session after 6 p.m.
- F. Muzzey read an email from North America Procurement Council.
- The Board signed checks for NHPS (background check for new employees).
- The Board and the Highway Road Agent (P. Manson) discussed the future purchase of a fuel meter to measure the amount of fuel used and the need for all purchases to be made before by December 31<sup>st</sup>.
- P. Manson informed the Board that he would be taking a Road Scholar class in January – part online and part at UNH (Thurs and Sat mornings) that has to do with maintaining roads and he has read a lot of literature on it. He said he thinks it's in town's best interest to use Magnesium Chloride, which has saved towns 50-80% in the form of dust and will probably save the Town a lot of aggravation if we get heavy rains on roadways. The class is \$600 class, which he is paying out of pocket.
- There was further discussion about Magnesium Chloride vs Calcium Chloride and F. Muzzey said some might now want it on road, but suggested the Town respecting the wishes of those who don't want it on their road.
  - P. Manson said he called Allstate Chemicals and asked for the contract two or three times.



- There was discussion about the checks for the library employees. The Trustees of the library had not signed an okay to pay and the Town is not in control of the pay.
- O. Ahern suggested sending a letter to the Library to inform the Trustees that the employees will not be paid unless properly authorized by Board.

**6:00pm: F. Muzzey led the Pledge of Allegiance.**

- The Bookkeeper (L. Franz) asked why J. Newton's check did not get signed and there was a discussion of the 3<sup>rd</sup> Highway employee hours. The Administrative Assistant (T. Vela) pulled up the minutes from the October 15<sup>th</sup> Select Board meeting and read the Board's motion out loud with regard to the new employee's hours as stated in his contract.
- T. Vela brought up C. Young's email about the broken bench in the Town Common that is falling apart and has nails protruding from it and her request that it be removed.
  - **Motion. O. Ahern motioned to remove the bench. FM seconded the motion. All voted yet. Motion carried. Highway Dept will remove the bench.**

**Police Department.** Chief Trott was asked by O. Ahern to comment on the recent suicide in Wentworth. Chief stated that the deceased left behind a wife and 5 children ranging in age from 9 months to age 13.

**Transfer Station.** F. Muzzey said that a person saw a vehicle with a Maine license plate and spoke to a Transfer Station attendant. R. Ruger said he will investigate the matter.

**Highway Department.**

- The Board and Road Agent discussed the template for the bid Request for Qualifications.
- F. Muzzey is going to talk to Jeff Ames again about the bid.
- Compensation "Comp" hours was discussed for any salaried employees. F. Muzzey said he is not in favor of going against what the handbook says.
- P. Manson informed the Board that another problem is that any sick time on has as of Dec 31<sup>st</sup> is worth time and a half. P. Manson suggested making a change to the policy handbook. Where are we going to come up with the money?
- Money is gone in Road Agent's salary. P. Koelb said we inherited a contract negotiated by a previous Select Board.
- F. Muzzey asked Administrative Assistant to put the issue of comp time on the agenda for next week's meeting.

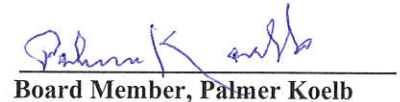


- Chief Trott informed the Board that any changes would have to be for new employees unless a new contractual agreement is signed for the current employees, who would be “Grandfathered” in. A new contract cannot be made retroactive.
- P. Manson brought up a request for a purchase exceeding \$500. F. Muzzey said to show him in the budget where the money’s coming from and he won’t stand in the way. F. Muzzey added that he was in favor of it, but won’t make a decision until Omer Ahern returns. P. Mason made a correction – the item cost \$498.
- **Motion. O Ahern made a motion to adjourn. F. Muzzey seconded the motion and all voted yes. Motion carried. Meeting adjourned at 7pm.**

Respectfully submitted by:  
Tanya Vela

  
Chairperson, Francis Muzzey

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Board Member, Omer C. Ahern, Jr.

  
Board Member, Palmer Koelb

June 8, 2020

STATEMENT IN COMPLIANCE WITH NH RSA 91-A:3

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**Wentworth Select Board  
November 26, 2019**

**Select Board Present:** Francis Muzzey, Palmer Koelb  
**Other Persons Present:** Linda Frantz, George Morrill, Chief Trott

5:19: Discussion about canceling Select Board meeting on 24 Dec and having an abbreviated meeting on 30 DEC.

Pay JG: \$6,999.75 (\$3,500 now and next payment

Wentworth has already earned \$500 toward Hazard Mitigation Grant.

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**Linda Frantz:** Could we call DRA and ask how we handle this situation?

**Muzzey:** I think we don't need to call but just figure out where to take it from. We can probably find enough places. I don't think it's urgent yet.

**George Morrill:** The Bridge money that was taken out – have we figured it out yet?

**Muzzey:** No –

5:46 pm. **Muzzey** asked LF for recommendation of where to take \$3500 from.

1806: Pledge of Allegiance

**Muzzey made a Motion that we write a letter to the Trustees of the Trust Fund requesting \$16,497.00 for the purpose of paying a bill to HEB Engineers for services of Frescoln and Cross Road Bridge hydraulic study (Tanya will write up purpose for the request) and to further put the \$31,400 back into Capital Reserve account at Town Meeting. Palmer Koelb seconded. FM yes, PK yes. Motion carried.**

Signing of Abatements (2)

**Steve:** Thinking about putting liquid calcium back on roads.

**Chief Trott** "...which I respect and thank them for."  
Need to schedule budget meetings?

**Road Agent** discussion from 5-6 present budget, we question it and suggest changes, up or down, present later in Feb.

Contact Library about signing Time Cards – no authority to pay library bill w/o approval of trustees of the library. 3 Trustees – one injury.

**Muzzey:** as long as somebody has their name – both Muzzey and Palmer Koelb agree to one signature.

Trustees of the TF: **L. Franz** requesting a non-public to ?????

**Transfer Station:** Starting Sat (Randy Ruger now has stickers sheet, address and license plate number – has been started. Would like to have understanding of what we do with that information...

**Muzzey** to make sure that those dumping off can dump off. May be weak, but it's an attempt. How do we identify?

**Muzzey:** One for every car you register.

TS just have to confirm that you're from Wentworth.

Anyone who pays taxes or is a resident of Wentworth can use the Transfer Station. Agreed.

6:29: Septic review – Mclver – signed by Select Board at 6:40 pm.

6:45: Discussion of disposing of fridges at Transfer Station.

6:47 Discussion of Magnesium Chloride (check Allstate for contract)  
Select Board – “Do it where they want and don't do it where they don't want and PM last determining factor.” Road Agent will use it unless someone complains and will use it until it's gone.

6:55pm Purchases: Tool Box – On sale \$698 / Agreed to purchase.

**At 7:02 pm Muzzey make a motion to spend \$3,795.00 for the radio replacement (which includes installation and programming). Palmer Koelb seconded, both voted yes – Motion passed.**

FD/PD commo only if P-25 chip (\$500 per radio) /\$402.50

Bay Station/Backhoe/Grader – needed in the future

**Muzzey to Road Agent:** bring all bills for 2019

**G. Morrill** – Town can have a rep that meets once a month –

7:11 **DFranz** has been in touch w/ Spectrum about service for Town, Fire, and Hwy (Fire is getting best service).  
Rep from Spectrum said if everybody upgraded, it would be \$119.99 asked to upgrade Town for best service.

Highway: 7:16pm /

NP#1

**Travis Heath:** posted speed limit on Hooper Hill Rd. Somebody posted their own speed limit – it's a Class VI legally registered vehicle – mounted on trees on side of road – own up to ½ road.

**Select Board:** You have a right to be on road.

**7:21 Motion to go into Non-Public regarding personnel PK second, both vote yes. Motion carried.**

**Muzzey made a motion to come out of nonpublic. PK second both vote yes. Motion carried. Out at 7:39 pm.**

**Muzzey seal min PK second both yes motion carried.**

**Muzzey motion to adjourn 7:39**

7:42 Linda Frantz asked by Kay Bailey and her mother for a detailed report (every week) how to address landfill closure account / worksheet beg bal from Dec 31, 2018

**Janice Thompson and Kay Bailey** want a meeting ASAP w/ Trustees for a report, went from 80k to \$102.

2 weeks from now. "If we have a meeting now, can't tell you anything. If we meet in 2 weeks, we can tell you more."

Respectfully Submitted,

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Chairperson, Francis Muzzey

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Board Member, Palmer Koelb

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Board Member, Omer C. Ahern, Jr.