

**TOWN OF WENTWORTH NEW HAMPSHIRE
OFFICE OF THE SELECTMEN**

**Minutes
October 7, 2008 Meeting**

Present: Palmer Koelb, Randy Morrison, Francis Muzzey and Debbie Koelb

Also Present: Chief Kevin Kay, Bobby Cass, Carol Friedrich, Eugene Garrett, Paul Hatch, Chip Stata, Alan Crossman, Gini Gove, and Ellie Murray.

Randy moved to open the meeting at 6:03 pm. This was seconded by Palmer and approved.

The Event Application was signed for Richard Borger, Sr. to have the Variety Show at the Town Hall on 11/15/08.

Randy moved to accept the September 30, 2008 Minutes and Non-Public Minutes (x2). This was seconded by Palmer and approved by Francis.

Chief Kevin Kay asked the Selectmen to review a uniform order. It's in his budget, and they approved the order. "The cat issue" is ongoing. Kevin met with the Highway Safety Agency last week regarding a grant (50%) for a radar screen and asked the Selectmen for permission to apply for the grant (funding for this year). Palmer would like the cost shared with another town, and Kevin will check on this.

Al Crossman asked the Selectmen to clarify "burnables" at the Transfer Station. He will be given a copy of the 10/01/08 letter from NHDES.

Written permission was given by Bill & Gini Gove to store equipment and materials on a temporary basis, two to four weeks, on their property during Saunders Bridge work.

Paul Hatch, Field Rep from the State of New Hampshire, Department of Safety, Home and Security and Emergency Management was present to speak with the Selectmen. He was here regarding FEMA help with road repairs after speaking with Jeff Ames about repairs on South Wentworth roads. A contact sheet (Request for Public Assistance) needs to be filled out for the Town to be reimbursed for repairs. Bobby Cass was asked to put together a list of areas that can be covered by grand money.

The Selectmen approved purchase of the Land Use Regulation Book, 2008-2009 ed.

A public bid opening for Saunders Road Bridge is in the Meeting Room, Town Office, at 3:00 on Tuesday, October 14, 2008.

Jeff Graham, auditor for the Town, will be asked to come in and speak with the Selectmen in a Public Meeting on October 28, 2008. Jeff has stated that he does not want this to be a non-public format. Janet will call him.

There is a section of East Side Road with a very steep drop-off. Bobby will put in some delineators here as a temporary fix. The Selectmen will meet with Bobby to look at this site on Thursday.

Francis stated that the boards on the Town Hall ramp have been removed. He is calling around for the best price and hopes to have the repairs complete before the next Town Hall event. He is looking for help. Palmer will take the old boards.

Palmer read part of a letter stating that the Trustees shall keep a record book that is open for anyone to see. Ellie said this is what has been done.

Bobby was told to return to a five-day workweek on Monday, November 3rd, 6:00 am to 2:30 pm daily.

Bobby has waived his right to go into non-public session. Bobby was given a letter from the Selectmen regarding what is expected of him in the work place. A question and answer period ensued, and clarification was made on several points. Bobby was told to look at the old Drott that Palmer has given to the Town. He will get three bids on the Drott to get it "road worthy". In addition, Bobby was told that he MUST let the Selectmen know when he tries out new equipment, as this could be a liability issue for the Town. Finally, Bobby went over equipment repair issues and road issues with the Selectmen.

Janet will call to have a railing placed on the front steps.

Randy moved to adjourn the meeting at 8:22 pm. This was seconded by Palmer and approved by Francis.

Respectfully submitted,

Deborah E. Koelb

Minutes accepted by _____, _____, and _____

**TOWN OF WENTWORTH NEW HAMPSHIRE
OFFICE OF THE SELECTMEN**

**Minutes
October 14, 2008 Meeting**

Present: Palmer Koelb, Randy Morrison, Francis Muzzey and Janet Woolner
Also Present: Chief Kevin Kay, Kenyon Karl, Gini Gove, Mary Davis and Ellie Murray

Francis moved to open the meeting at 6:00 pm. This was seconded by Randy and approved.

The Town Clerk/Tax Collector advised the State has raised the MV fee from \$.50 and \$1.00. Francis moved to accept this increase. This was seconded by Randy and approved. She also updated Selectmen on the conferences she and her deputy attended and updated them on Election information as well.

Francis moved to accept the October 7, 2008 Minutes, seconded by Palmer, and approved by Randy.

Chief Kevin Kay asked the Selectmen if he could purchase tires for the Police Cruiser. He will also purchase a new lock set for the furnace room.

Selectmen authorized the Road Agent to replace the clutch on the 2001 Int'l truck.

Palmer discussed the Christmas tree lighting and it will take place Friday, December 12, 2008.

Selectmen signed the Election Warrant for the Town Clerk.

Randy moved to go into non-public session per RSA 91-A:3, II (c) at 7:30 pm to discuss matters which, if discussed in public, would affect adversely the reputation of any person. This was seconded by Francis and approved by Palmer. Francis moved to come out of non-public session at 7:45 pm, seconded by Randy and approved by Palmer. Selectmen discussed a personnel issue. No decisions were made.

Randy moved to go into non-public session per RSA 91-A:3, II (c) at 7:50 pm to discuss matters which, if discussed in public, would affect adversely the reputation of any person, seconded by Palmer and approved by Francis. Francis moved to come out of non-public session at 8:45 pm, seconded by Palmer and approved by Randy. Selectmen were updated on audit information.

Palmer moved to go into non-public per RSA 91-A:3, II (a) at 8:50 pm to discuss compensation for a public employee. This was seconded by Francis, and approved by Randy. Francis moved to come out of non-public session at 8:54 pm, seconded by Palmer and approved by Randy. Francis moved to increase an employee \$2.00 per hour (he has now completed his training). This was seconded by Randy and approved by Palmer.

Randy moved to adjourn the meeting at 8:55 pm, seconded by Palmer and approved by Francis.

Respectfully submitted,

Janet E. Woolner

Minutes accepted by _____, _____, and _____

**TOWN OF WENTWORTH NEW HAMPSHIRE
OFFICE OF THE SELECTMEN**

Non-Public Minutes (1)

October 14, 2008 Meeting

Present: Palmer Koelb, Randy Morrison, Francis Muzzey and Janet Woolner

Randy moved to go into non-public session per RSA 91-A:3, II (c) at 7:30 pm to discuss matters which, if discussed in public, would affect adversely the reputation of any person. This was seconded by Francis and approved by Palmer. Francis moved to come out of non-public session at 7:45 pm, seconded by Randy and approved by Palmer. Selectmen discussed a personnel issue. No decisions were made.

Respectfully submitted,

Janet E. Woolner

Minutes accepted by _____, _____, and _____

**TOWN OF WENTWORTH NEW HAMPSHIRE
OFFICE OF THE SELECTMEN**

**Non-Public Minutes (2)
October 14, 2008 Meeting**

Present: Palmer Koelb, Randy Morrison, Francis Muzzey and Janet Woolner

Randy moved to go into non-public session per RSA 91-A:3, II (c) at 7:50 pm to discuss matters which, if discussed in public, would affect adversely the reputation of any person, seconded by Palmer and approved by Francis. Francis moved to come out of non-public session at 8:45 pm, seconded by Palmer and approved by Randy. Selectmen were updated on audit information.

Respectfully submitted,

Janet E. Woolner

Minutes accepted by _____, _____, and _____

**TOWN OF WENTWORTH NEW HAMPSHIRE
OFFICE OF THE SELECTMEN**

Non-Public Minutes (3)

October 14, 2008 Meeting

Present: Palmer Koelb, Randy Morrison, Francis Muzzey and Janet Woolner

Also Present: Chief Kevin Kay

Palmer moved to go into non-public per RSA 91-A:3, II (a) at 8:50 pm to discuss compensation for a public employee. This was seconded by Francis, and approved by Randy. Francis moved to come out of non-public session at 8:54 pm, seconded by Palmer and approved by Randy. Francis moved to increase an employee \$2.00 per hour (he has now completed his training). This was seconded by Randy and approved by Palmer.

Respectfully submitted,

Janet E. Woolner

Minutes accepted by _____, _____, and _____

**TOWN OF WENTWORTH NEW HAMPSHIRE
OFFICE OF THE SELECTMEN**

**Minutes
October 21, 2008 Meeting**

Present: Palmer Koelb, Randy Morrison, Francis Muzzey and Janet Woolner
Also Present: Chief Kevin Kay, Gini Gove, and Ellie Murray

Randy moved to open the meeting at 6:05 pm, seconded by Francis and approved.

Selectmen signed a letter to the Wentworth Trustees, a revised letter to the Road Agent, and approved a revised septic design for Vlk, M/L 13-06-07.

Francis moved to accept the Bridge Quotation from Winterset and awarded them the contract to construct the bridge on Saunders Hill Rd. This was seconded by Randy and approved by Palmer.

Randy moved to approve the minutes and non-public minutes (x3) for October 14, seconded by Palmer and approved.

Chief Kevin Kay advised there would be a Halloween Party at the Town Hall on October 31, 2008 from 6:30 to 7:30 pm. Selectmen approved the Event Application.

Chief Kevin Kay requested the need to purchase snow tires at the cost of \$563.80. Chief Kay also asked if he could purchase six cones that he could put signs on. Selectmen authorized the purchase of both items. Chief Kay discussed the Radar speed sign, which the state will pay for 50% of \$2209.50. Selectmen agreed to go ahead with the purchase too.

Selectmen signed Intent to Cut for R. Fraser M/L 12-01-15 and supplemental Intent to Cut for Saras M/L 05-01-04.

Francis moved to have the Selectmen address the issue of Solar and Wind Exemptions. This was seconded by Randy and approved.

Francis agreed to go to the Rumney Transfer Station meeting on 11/24/08.

Randy moved to go into non-public session per RSA 91-A:3, II (c) at 7:45 pm to discuss matters which, if discussed in public, would affect adversely the reputation of any person, seconded by Palmer and approved by Francis. Francis moved to come out of non-public session at 8:06 pm, seconded by Palmer and approved by Randy. Selectmen discussed updated information on audit.

Randy moved to adjourn the meeting at 8:07 pm, seconded by Palmer and approved by Francis.

Respectfully submitted,

Janet E. Woolner

Minutes accepted by _____, _____, and _____

**TOWN OF WENTWORTH NEW HAMPSHIRE
OFFICE OF THE SELECTMEN**

**Non-public Minutes
October 21, 2008 Meeting**

Present: Palmer Koelb, Randy Morrison, Francis Muzzey and Janet Woolner

Also Present:

Randy moved to go into non-public session per RSA 91-A:3, II (c) at 7:45 pm to discuss matters which, if discussed in public, would affect adversely the reputation of any person, seconded by Palmer and approved by Francis. Francis moved to come out of non-public session at 8:06 pm, seconded by Palmer and approved by Randy. Selectmen discussed updated information on the audit.

Respectfully submitted,

Janet E. Woolner

Minutes accepted by _____, _____, and _____

**TOWN OF WENTWORTH NEW HAMPSHIRE
OFFICE OF THE SELECTMEN**

**Minutes
October 27, 2008 Meeting**

Present: Palmer Koelb, Randy Morrison, Francis Muzzey and Janet Woolner

Also Present: Kendra Bell, Tammy Letson

Palmer moved to open the meeting at 5:00 pm, seconded by Francis and approved.

Selectmen interviewed Kendra Bell from Crane & Bell CPA's. She has been with the firm for over eight years and two years as a partner. Kendra also introduced Tammy Letson who has experience in municipal positions including bookkeeper, trustee of the trust funds, and tax collector; also is very familiar with QuickBooks software.

Kendra stated her firm works for many NH towns and a Village District. While they no longer do Audits, they will provide compilation services, and bookkeeping as necessary.

Kendra agreed to provide a quotation for doing a compilation and the MS5 form and additional information to assist with GASB 34 if necessary.

Randy moved to adjourn the meeting at 6:06 pm, seconded by Palmer and approved by Francis.

Respectfully submitted,

Janet E. Woolner

Minutes accepted by _____, _____, and _____

**TOWN OF WENTWORTH NEW HAMPSHIRE
OFFICE OF THE SELECTMEN**

**Minutes
October 28, 2008 Meeting**

Present: Palmer Koelb, Randy Morrison, Francis Muzzey and Janet Woolner

Also Present: Kevin Kay, Gini Gove, Ellie Murray, Kenyon Karl, Zoe Ehresmann, Mary Davis, Carol Freidrich, Jeff Graham, and Adele Fulton

Francis moved to open the meeting at 5:07 pm, seconded by Randy and approved.

Francis moved to go into non-public session at 5:08 pm per RSA 91-A:3, II (c) to discuss matters which if discussed in public, would likely affect adversely the reputation of a person. This was seconded by Palmer and approved by Randy. Randy moved to come out of non-public session at 5:35 pm, seconded by Palmer and approved by Francis. Selectmen discussed a personnel issue. They also discussed new voter regulation laws and the necessary requirements to be performed by town personnel, and the public.

Palmer moved to adjourn the meeting at 5:45 pm, seconded by Randy and approved by Francis to resume the meeting again at 6 pm.

Selectmen returned and Francis moved to resume the meeting at 6:06 pm, seconded by Palmer and approved by Randy.

Francis moved to accept the October 28, 2008 minutes, seconded by Randy and approved.

Selectmen approved the request from the Road Agent to purchase gravel from Warren Sand & Gravel.

Chief Kay discussed the used tires in the shed. This will be discussed again 11/11/08. Chief Kay will check to see if flue shots are available in the area for his two patrol officers. Chief Kay also said the Halloween party is on and scheduled for Friday 6:30 pm until 7:30 pm.

Carol Friedrich asked if our town is part of a Police Swat Team. Chief Kay said Wentworth is not a member.

Selectmen signed Intent to Cut for Cersosimo M/L 04-03-05 and Warbin M/L 07-02-08, and approved a septic design for DeCesare M/L 07-03-03.

Zoe Ehresmann talked to the Selectmen again about the incident and damage to her property a couple weeks ago by the Road Agent. She stated a highway person pushed down or mowed down (behind the telephone pole and not in the road). She noted a tree fell into the road and one in the stream which had been mowed down. Zoe said she will take the trees for firewood. She mentioned a stonewall has been degraded. Rocks were taken from the stonewall, the stream banks were re-contoured, no hay or anything was used to avoid erosion. Many water bars were brought to the edge of the stream. The Road Agent broke through the stonewall as well as damaging young trees that were on the banks, and also soil was taken away exposing the roots of plants. Zoe is concerned that the wall may collapse. She said the Road Agent has been widening the road even more this year. She said the sign is missing in the meadow. Zoe asked what the Selectmen are going to do about Cass. Francis advised the Selectmen would discuss this; no decision will be made tonight. Zoe requested a response from the Selectmen in writing. She also mentioned they have water in their garage due to the grading.

Jeff Graham talked to Selectmen about his charges for the 2007 compilation and agreed upon work. He said the work he did back to 2001 was not in the original discussion. He first stated the Selectmen asked him to go back to 2001 to reconcile. Selectmen don't recall asking him to do this. Jeff stated he never originally agreed to prepare the MS5 report, which he did prepare, and he performed additional work at the request of the Selectmen and expects to get paid for the additional invoices rendered. Jeff said he would like to get another \$7,500. Selectmen reminded him that he had agreed to prepare the state MS5 form and the Town had paid him the higher end of his estimate. Furthermore, the Selectmen never asked him for any additional services beyond what was discussed in his first and second meeting with them. Any extra work that was done was not by their request and thus was not responsible for his added charges.

Jeff then stated, he was requested to do extra work by the Administrative Assistant. She also stated she had not requested him to do anything beyond what the Selectmen and he agreed to in their meetings.

Selectmen asked him if the Town of Wentworth was now GASB34 compliant. Jeff Graham stated, "Yes the Town is now compliant".

It was later agreed Jeff Graham would provide the town with a DVD which will include all the information collected by his firm. Jeff stated he would like to receive an additional \$7,500 from the Town. Francis stated the Town had never paid this much for services in the past.

Francis moved to go into non-public session at 8:05 pm Per RSA 91-A: 3, II (e) to discuss with Town Counsel how this issue may be resolved. This was seconded by Palmer and approved by Randy. Francis moved to come out of non-public session at 8:15 pm, seconded by Randy and approved by Palmer.

It was agreed that Adele Fulton, Town Counsel would contact Jeff Graham's attorney and request an itemized statement for services from Graham & Graham and request a copy of the DVD which contains all the work done including the depreciation schedules.

Francis moved to adjourn at 8:30 pm, seconded by Palmer and approved by Randy.

Respectfully submitted,

Janet E. Woolner

Minutes accepted by _____, _____, and _____