

TOWN OF WENTWORTH NEW HAMPSHIRE
OFFICE OF THE SELECTMEN

Minutes of Meeting February 07, 2012

Present: Randy Morrison, Francis Muzzey, Steve Davis and Catherine Stover

Also Present: Chief Kevin Kay, Si Allen (Race Track), Wally Brown, Palmer Koelb, Ellie Murray, Kenyon Karl, Chief Jeff Ames

5:00 pm – 6:05 pm, Selectmen Budget Workshop – Francis Muzzey, Steve Davis, Catherine Stover present. Selectmen discussed budget amount and expenses related to oil containment at the transfer station, school mowing expenses, boiler replacement costs (to be replace at town offices), library budget expenses, the desire to place a dedication page in the annual report for John King, requests for appropriations from various health agencies, the budgeting for the new plow truck. The Selectmen requested they have one more review/workshop of the budget items next week from 5-6 preceding the Selectmen's meeting and Budget Hearing to finalize.

Francis motioned to go into the regularly scheduled Selectmen's Meeting at 6:07 pm, seconded by Steve and approved. Randy joined the meeting.

Chief Kay requested a Non-Public meeting per **RSA 91-A:3, II(c)** – Matters which, if discussed in public, would likely affect adversely the reputation of any person, other than a member of the body or agency itself, unless such person requests an open meeting. Those in the audience left the room. Francis motioned to go into the Non-Public meeting at 6:08 pm, seconded by Steve and approved.

Selectmen and Chief Kay discussed a town ordinance. No decisions were made.

Motion by Francis to come out of the Non-Public meeting at 6:20 pm, seconded by Randy and approved.

Selectmen reviewed and/or signed the following:

- Meeting Minutes of 01/31/12
- Highway requisitions

Steve motioned to dedicate the 2011 Annual Town Report to John King Sr., seconded by Francis and approved. Selectmen Davis will provide the draft.

Chief Ames was in attendance and spoke with the Selectmen regarding a letter received from the Town of Rumney regarding EMS & Fire Response to the South Wentworth Area. Rumney has requested that if Wentworth would like to continue with "first response" coverage to this area, they want to have an agreement drawn up that would address fair reimbursement of services. Chief Ames stated that he has answered questions to Rumney regarding this topic in the past and feels that because of our own local coverage, we do not need to have Rumney toned as a first response. Steve Davis said that he will draft a response to Rumney and forward it to Catherine. Steve asked the name of Rumney's fire chief. Chief Ames said that his name is Ken Ward.

Jeff stated he has been contacted by Engineering firm regarding fire suppression available for the duration when the Evans Bridge is being restored. Steve stated he is in favor of doing a bridge upstream, due to costs and issues such as fire suppression. The Board stated that Bob Durfee of Dubois & King is

scheduled to come to the Selectmen's Meeting on February 21, and they invited Chief Ames to attend. Chief Ames stated he will try to attend.

The Board discussed the Annual Report cover. Color vs. black & white. The Board has decided, due to costs, to have the cover printed in black & white.

Chief Kay addressed the Board and stated that he has a proposed Race Track Ordinance, which has been reviewed by our outside legal firm, to bring forth at the Town Meeting. The Board discussed with Chief Kay, Si Allen (new Race Track owner) and Wally Brown the proposed ordinance. Chief Kay stated he had a brief discussion with Si on Monday, and suggested Si come to Selectmen's meeting on Tuesday so they can all discuss. Steve Davis said he has read the ordinance and it appears to be similar; pretty much the same way it has always been. There was a brief discussion of the general outlines of the previous ordinances. Steve said it is pretty much up to the 3 agencies (Fire, Police & Ambulance) as to availability of coverage. Si discussed his concerns in being able to have the option to run the track more than just one day, should the one day fail to bring enough revenues to cover the costs of the track. Also of concern to Si, are the stated start times of such additional possible race days. He stated that these types of races would typically require starting before 12, usually around 9 am. The Board stated that they would be willing to consider requests brought to them for any special events as they may arise. Si said he has no intention of doing any extra races this year if he is able to make ends meet with the regularly scheduled races. Chief Kay also mentioned that the ordinance states that there is a requirement to get a license (\$25.00) as well as provide proof of insurance coverage which includes our 1st responders. Si said he was aware of this. Chief Kay will update the draft and we will submit to legal for their input.

Wally Brown asked how much lead time might be needed should they desire to have additional races. Steve said mainly approval from the 1st responders. Chief Kay stated although as much lead time as possible is best, they are willing to work with the track.

Randy stated he has read the Selectmen's report which Steve drafted, and said it is fine.

Motion to adjourn at 7:34 by Randy seconded by Steve and approved.

Respectfully submitted,

Catherine Stover

Minutes accepted by _____, _____, _____

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

Non- Public Minutes (1) of February 07, 2012 Meeting

Present: Randy Morrison, Francis Muzzey, Steve Davis, Chief Kevin Kay and Catherine Stover

Chief Kay requested a Non-Public meeting per **RSA 91-A:3, II(c)** – Matters which, if discussed in public, would likely affect adversely the reputation of any person, other than a member of the body or agency itself, unless such person requests an open meeting. Those in the audience left the room. Francis motioned to go into the Non-Public meeting at 6:08 pm, seconded by Steve and approved.

Selectmen and Chief Kay discussed Town Race Track ordinance. No decisions were made.

Motion by Francis to come out of the Non-Public meeting at 6:20 pm, seconded by Randy and approved

Respectfully submitted,

Catherine Stover

Minutes accepted by _____, _____, _____

TOWN OF WENTWORTH NEW HAMPSHIRE
OFFICE OF THE SELECTMEN

Minutes of Meeting February 14, 2012

Present: Randy Morrison, Francis Muzzey, Steve Davis and Catherine Stover

Also Present: Chief Kevin Kay, Ellie Murray, Kenyon Karl, Sharon and David Evans, Palmer and Deb Koelb, Bobby Cass, Raymond and Patti Welch, Roland Chierichetti, Paula Davis, Kathleen Mack, Sharon Sanborn, Nance Masterson, Helen Ray

5:00 pm – 6:05 pm, Selectmen Budget Workshop – Francis Muzzey, Ellie Murray and Catherine Stover present. Brief discussion of WA #19 & #20. Discussion of year in which the 2 Capital Reserves were established for the Bridge Funds (one in 1988, and one in 2006) Ellie discussed what the balances were, and confirmed the years in which they were established. No decisions were made.

Francis motioned to go into the regularly scheduled Selectmen's Meeting at 6:00 pm, seconded by Steve and approved.

David Evans was in attendance, and Steve Davis asked of his opinion regarding the Evans Bridge Project. David said he feels the best option would be to repair rather than replace and a brief discussion followed regarding the viability of using an existing road. Francis stated that he believes that the Town cannot use this road as it is not a Town owned road. Francis stated that we have no records indicating who is responsible/owns the road, and David Evans stated that he believes that the road has not been in use for nearly 100 or more years. He inquired as to the meeting including the topic of Evans Road, and the Selectmen stated that Dubois & King are scheduled on the agenda for next week, and assured the Evans that no further discussion of Evans Bridge would occur at this meeting.

Selectmen and Chief Kay discussed a town ordinance. No decisions were made.

Selectmen reviewed and/or signed the following:

- Meeting Minutes of 02/07/12
- Highway requisitions
- Dept of Environment Service Site Inspection Report
- Letter to Town of Rumney-Fire Dept
- 2011 Selectmen Report

Steve inquired about the budget workshop prior to the Selectmen's meeting and Francis stated that Warrant Articles 19 & 20 were discussed.

Kenyon asked if the Warrant Articles could be available the Tax Clerk to send out in her email. Steve stated that the office can put them on our website.

Chief Kay stated that he believes everything on his budget is ok. He also stated that he has sent the race track ordinances to legal for their final review, and the only change he anticipates is the start time from 12 noon to 9 a.m. He also said he has spoken with a couple of the abutters to the race track and has discussed the proposed ordinance and they are ok with it. Chief Kay said other than that, it is business as usual. Steve asked about a posting he saw on the web/face book about a vehicle theft in south Wentworth last week. Chief Kay stated that they did have a vehicle reported stolen and they are working with the NH State police as well, but have not closed that out yet.

Steve made a motion to recess the Selectmen's Meeting, and begin the Budget Hearing. A discussion followed regarding the posted time of the Budget Hearing. Francis stated that we could not begin the meeting sooner than the posted time of 7:00 p.m., and Steve stated that according to the website the posted start time was for 6:15 p.m. The website did in fact list both times, and as a result, the

Selectmen agreed to complete the signing of checks, and review of weekly documents, and begin the Budget Hearing at 6:30 p.m., with the understanding that should anyone arrive for the meeting at 7:00 p.m., they would be willing to re-discuss any issues that had been discussed prior to 7:00 p.m. The Budget Hearing Notice was also posted at the Wentworth Post Office and Town Offices with a start time of 7:00 p.m.

The Board signed a letter to the Rumney Board of Selectmen regarding First Response to the south Wentworth area. The Selectmen thanked Rumney for their past support, and at this time do not feel we need to have Rumney continue to be on first response call out, as we sufficient coverage from our own Wentworth Emergency Department.

Steve motioned to conclude the Selectmen's Meeting at 6:30 p.m. and begin the Budget Hearing, seconded by Francis and approved.

Warrant Article #2: There was a brief discussion regarding the increased salary of the Town Clerk, Tax Collector.

Warrant Article #3: regarding the General Municipal Operations in the sum of \$316,757. A discussion followed regarding the budget figures in understanding the difference in amounts. Francis stated that the sum of the Warrant Articles does add up to the total listed in WA #3.

Warrant Article #4: Selectmen discussed with those in attendance Warrant Article 4, regarding requests from various Health Agencies. Selectmen noted that while some agencies have asked for the same amounts as in the past, some agencies have asked for a significant increase from last year. We have also received requests from agencies that have not requested in the past such as Genesis, Mid-State Health Center, and Whole Village Family Resource Center. Selectmen said they encourage the Town to discuss these requests for appropriations at Town Meeting.

Warrant Article #5: The Planning Board requested the same amount as last year of \$1,600.

Warrant Article #6: The Fire Department requests a total of \$29,000.

Warrant Article #7: The Highway Department Budget; discussion regarding the Road Agent's wages. The Selectmen were questioned regarding the amount of raise considered for the Road Agent. The Selectmen stated they had given Bobby a 2% raise, which totals an increase of \$.36/hr. Several people in attendance felt that they would like to see the Road Agent given at least \$.50 to \$1.00/hr rate increase. They feel that the road agent is required to be on-call for the town 24 hours a day, and he has not received a raise in the past 6 years. Selectmen approved increasing the Road Agent's wages to \$1.00/hr, giving him a total of \$19.00/hr. Other issues discussed included whether or not enough has been budgeted for fuel, roadside mowing costs, the anticipated arrival of the new International Plow truck, road salt, and garage supplies.

Warrant Article #8; Chief Kay stated that he feels this amount to be what is needed for the coming year.

Warrant Article #10; request for funds for pbCAM. Brief discussion regarding what pbCAM offers, how it might be used and the associated costs.

Warrant Article #19 & 20 (to be renumbered 11 & 12); Discussion regarding closing out the Bridge Expendable Trust Fund which was established in 1988, and moving forward with the Bridge Capital Reserve Fund that was established in 2006. Francis stated the state requires that the town show that they have 20% of the estimated expenses set aside. The Evans Bridge is currently schedule for repair in the year 2012 followed by the Dufour Bridge in 2013.

Steve Welch questioned the Selectmen as to why the Petitioned Warrant Article regarding the Transfer Station hours (return to being open 3 days instead of 2) was not one of the listed

Warrants. This was an oversight, and Selectmen assured him that it will be included in the final Warrants. Requested that this WA be placed in front of WA #, 15 regarding the Transfer Station Budget.

Warrant Article #14 (To be renumbered as 17); Police Department. Steve Welch inquired as to whether the police department has taken into consideration the increased cost of fuel. As a result, Chief Kay increased the budget for fuel by \$400.00.

Warrant Article # 16 (To be renumbered as 19), Parks and Recreation Department. Discussion regarding whether some of these funds will be used to repair the damaged road at Riverside Park. FEMA considered the "road" alongside the park to be manmade, and there are no plans at this time to do any repair to the river bank. Steve stated that possibly at some later time, they may look into the costs related to having an engineering study done.

Warrant Article #19 (To be renumbered as 21); the Historical Society did not ask for any funds last year, but are asking for funds this year in the amount of \$1,200 for upkeep and maintenance.

Warrant Article #22; in regards to the Racetrack Ordinance. As Chief Kay mentioned, the ordinance has been sent to legal for review, it is anticipated that the only change will be in the start time; from 12 noon to a start time of 9 a.m. Brief discussion about the length of the Article. Steve Welch said he has no problem either reading it, or asking the voters to take a few minutes reading it to themselves silently.

Motion to adjourn the Budget Hearing Meeting at 8:20 p.m. by Francis Muzzey, seconded by Steve and approved.

Motion by Steve Davis to accept the Warrant Articles as presented with the discussed updates/corrections, seconded by Francis and approved.

Motion by Steve to adjourn the Selectmen's Meeting at 6:25 p.m., seconded by Francis and approved.

Respectfully submitted,
Catherine Stover

Minutes accepted by

TOWN OF WENTWORTH NEW HAMPSHIRE
OFFICE OF THE SELECTMEN

Minutes of Meeting February 21, 2012

Present: Randy Morrison, Francis Muzzey, Steve Davis and Catherine Stover

Also Present: Chief Kevin Kay, Brett Miller, Ellie Murray, Kenyon Karl, Sharon and David Evans, Palmer Koelb, Bobby Cass, Chip Stata, Tim Minear, Arnold Evans, Bob Durfee (Dubois & King), Peter Bero (Dubois & King)

Francis motioned to open the Selectmen's Meeting at 6:13 pm, seconded by Steve and approved.

Selectmen reviewed and/or signed the following:

- Payroll and vouchers
- Meeting Minutes of 02/14/12
- Highway requisitions
- 2012 Crane & Bell (Auditor) agreement for services
- Racetrack Ordinance to be included in Warrant Articles
- Warrant for year 2012
- Requests for Assessing Quotes

Chief Kay Introduced to the Selectmen, Brett Miller. Brett will be joining the Wentworth Police Department. Brett is currently a certified officer for the Town of Rumney. He is a potential turnkey person that can assist the Wentworth PD. He is familiar with the software, as Rumney uses the same software, and would have his own equipment. Chief Kay will bring him onboard as soon as possible. The Selectmen welcomed him. Selectmen signed notice of Brett's hire, and the Town Clerk notarized it.

Chief Kay also stated that there has been another burglary report on 25a of a weekend home within the past 24-48 hrs. The vehicle suspected of being involved is a Dodge Caliber of a dark color. Chief Kay passed a photograph of a similar type of vehicle for those in attendance to see, and asked people to keep on the lookout for this type of vehicle and to let the police know if such a vehicle is seen. Photos of persons of interest can also be found on the WPD Facebook site.

Chief Kay also stated that the Road Agent noticed that a large truck had gone through a guard rail off of Nichols Hill. Bobby Cass was in attendance and stated that the truck received assistance from the State to pull it out, but there was no notice given to the Town. Steve asked who's responsibility it is to report such types of events, and Chief Kay stated that the responsibility was with the driver.

Dubois & King Engineering Firm were in attendance and represented by Bob Durfee and Peter Bero regarding the restoration of the Evans Bridge. Their Engineering Study has been completed, they supplied copies to each Selectmen as well as an additional copy for the office for anyone interested. Dubois & King discussed with Selectmen and those in attendance, Bridge type alternatives, building options, related costs of various options, time lines, access for pedestrians, Fire, Medical and Police access, length of project, types of products to be used, state aid requirements, etc. It is Dubois & King's recommendation that they precast concrete voided slab beams with a concrete overlay.

They recommended a deck with of 16 ft. Also recommended was a temporary bridge to be located upstream to provide access to properties during construction. It is expected for the construction to take approximately 4 months total (this does not include Engineering design, permitting, advertising or bidding which is expected to take an additional 4 months, the total project to be approximately 8 months. They anticipate that Evans Road would be closed for 2 months. Total cost of the project is estimated at \$670,000, of which the town will be responsible for 20% (\$134,000).

Randy motioned to accept this bridge plan, seconded by Francis and approved.

Bob Durfee said they will finalize their report and also will:

- obtain clearances and approvals as are required
- Provide a draft letter for the waiver of a one lane bridge to DOT
- Provide a draft letter to DOT, Nancy Mayville for extension for one year
- Create and provide a spreadsheet so we can project costs and cash flow needed for the project.
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Bob asked Selectmen if they would like to use the presentation drawings for Town Meeting, and they said yes. The Selectmen thanked Bob Durfee and Peter Bero for their time.

Randy requested a Non-Public Meeting at 8:10 pm per **RSA 91-A:3, II(c)** – Matters which, if discussed in public, would likely affect adversely the reputation of any person, other than a member of the body or agency itself, unless such person requests an open meeting, seconded by Francis and approved. Selectmen discussed a personnel issue. No decisions were made. Randy motioned to come out of the Non-Public Meeting at 8:25 p.m. seconded by Francis and approved.

Selectmen discussed the DES Transfer Station inspection that occurred on February 1. They reviewed the report and discussed the request that the Town complete and display an Operating Plan. Francis stated that he was unable to complete the form, and Selectmen requested the Administrative Assistant to ask the Transfer Station Attendant to complete the form. Selectmen also stated that they wished to have Randy Rugar take the used oil from the Transfer Station to Whitcher Metals for disposal. Steve stated that he has had the oil tested it, and it is not contaminated.

Motion to adjourn the meeting by Randy at 8:30 pm seconded by Francis and approved.

Respectfully submitted,
Catherine Stover

Minutes accepted by

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

Non- Public Minutes (1) of February 21, 2012 Meeting

Present: Randy Morrison, Francis Muzzey, Steve Davis, and Catherine Stover

Randy requested a Non-Public Meeting at 8:10 pm per **RSA 91-A:3, II(c)** – Matters which, if discussed in public, would likely affect adversely the reputation of any person, other than a member of the body or agency itself, unless such person requests an open meeting, seconded by Francis and approved. Selectmen discussed a personnel issue. No decisions were made. Randy motioned to come out of the Non-Public Meeting at 8:25 p.m. seconded by Francis and approved.

Respectfully submitted,

Catherine Stover

Minutes accepted by _____, _____, _____

TOWN OF WENTWORTH NEW HAMPSHIRE
OFFICE OF THE SELECTMEN

Minutes of Meeting February 28, 2012

Present: Francis Muzzey, Steve Davis and Catherine Stover

Also Present: Chief Kevin Kay, Ellie Murray, Kenyon Karl, Palmer and Deb Koelb, Craig Pascoe

Steve motioned to open the Selectmen's Meeting at 6:00 pm, seconded by Francis and approved.

Selectmen reviewed and/or signed the following:

- Vouchers
- Meeting Minutes of 02/21/12
- DRA Community Action Reports related to DRA visits of 02/12/12 and 01/03/12
- Letters to DOT regarding Evans Bridge extension and design exception

Steve discussed an email from Jeannie Forrester's office regarding HB121. House Bill 121 addresses eligibility requirements for social security disability benefits. The Board discussed the implications that this would have for the Town, and as such, they are not in favor of this Bill passing due to funding costs involved in hiring an expert to evaluate whether the applicants qualify under the potential new Bill. Motion by Steve and seconded by Francis, that they are opposed to this because it is an unfunded mandate. The Selectmen requested the Administrative Assistant to respond to Jeannie Forrester's office and let them know of their opinion.

Selectmen reviewed and discussed 2 letters received by residents in which the residents had expressed dissatisfaction/concern regarding their property assessments. Selectmen decided that to be fair to all, they could not accept these letters as formal requests for abatements. The Board stated that all abatement requests must be submitted on the required forms and received in the Selectmen's office no later than March 1. Selectmen request that the office draft a letter to be available for the Selectmen to review at next week's meeting.

Selectmen reviewed a notice from NH Public Works Association regarding an upcoming Spring Technical Meeting scheduled for March 22, 2012. Topics will include regulatory activities and best practices in NH that will impact public works operations. Topics will include recent actions in Solid Waste Management, and Road Law cases and Storm Debris Management. Selectmen approve the Highway Department and the Transfer Station attendant to attend should they desire.

Francis stated that at last week's meeting, the Board had gone into a Non-Public meeting. Kenyon had asked at the time, if the Board were going to reconvene after the Non-Public meeting to discuss any decisions that had been made. Francis stated for the record that a matter regarding a personnel issue was discussed, and no decisions were made

Steve asked about the status of Request for Bids that were sent out to assessing firms. The Administrative Assistant said we have received 1 response to date. The no later than date is March 12.

Francis stated that the Board received a letter from Cross Country in response to an anonymous letter received by the Selectmen last week.

Chief Kay stated that Sargent Pivrotto is working very hard in regards to the recent burglary activity. Chief Kay informed the Board that Officer Miller has accompanied Chief Kay on last night's shift and today and will be on his own next week.

Next Chief Kay discussed a 2011 billing in the amount of \$695.00, received from the Humane Society. He was not aware of these expenses, and they are not reflected in his 2012 budget. Chief Kay discussed with the Selectmen the need to modify the Animal and Pest Control Budget at Town Meeting from the floor to include these expenses. Francis stated that this expense should come from the unreserved fund balance, with no need to raise monies from general taxation. Chief Kay stated that he will write up the proposal to have prepared for Town Meeting.

Chief Kay discussed the Drug Take Back day. He stated that the date would be April 21st and would like it to be held at the transfer station. Steve asked about advertising, Chief Kay stated the DEA would assist. Selectmen and Chief Kay discussed posting notice on the Town's web site.

Chief Kay stated that the department has received some very good leads regarding the recent robbery in which pictures of the thieves were captured on camera and posted on the Wentworth Police Department Facebook site. Chief Kay stated that the NH State Police have really been the investigators involved. Craig Pascoe inquired about the robbery and Chief Kay stated that robberies/burglaries are rampant right now. Jewelry and prescription drugs the common things stolen.

Motion to adjourn the meeting by Francis at 7:41 pm seconded by Steve and approved.

Respectfully submitted,
Catherine Stover

Minutes accepted by

_____ And _____