

TOWN OF WENTWORTH NEW HAMPSHIRE
OFFICE OF THE SELECTMEN
Minutes of Selectmen's Working Meeting of October 07, 2014

Present: Stephen Davis, David McMullen, Pete Santom and Catherine Stover

Also Present: Francis Muzzey, Palmer Koelb, Paul Ducharme, and Kenyon Karl (recording the meeting)

Steve motioned to open the public meeting at 6:00 pm, seconded by Dave and approved.

The Board reviewed the Town of Wentworth Policy manual. The Board revisited topics regarding indoor and outdoor smoking policy and travel policy and continued with the review beginning on page 30. Dave started by reading the policy. The Board covered the following topics:

- Medical, Family, Personal and Military Leave
- Employee Conduct & Work Rules
- Drug & Alcohol Use
- Sexual & Other Unlawful Harassment
- Attendance & Punctuality
- Personal Appearance
- Return of Property
- Resignation
- Security Inspections
- Progressive Discipline
- Problem Resolution

The Board completed the review of the Policy Handbook and requested the Administrative Assistant to make the discussed changes and give copies to employees for their comments, input and/or suggestions. The Board will hold the following meetings:

Tuesday, October 14 – Selectmen's Meeting, Payroll & Vendor checks, and regular business.

Tuesday, October 21 – Working Meeting, Final review of Policy Handbook.

Tuesday, October 28 - Selectmen's Meeting, Payroll & Vendor checks, and regular business.

Tuesday, November 4 – Election Day, no Working Meeting

Monday, November 10 – Brief Selectmen's Meeting sign Payroll & Vendor checks only, no privilege of the Floor or guest speakers.

Tuesday, November 11 – Veteran's Day, no Selectmen's Meeting

Steve motioned to adjourn the public meeting at 7:25 pm, seconded by Dave and approved.

Respectfully submitted by Catherine Stover
Minutes accepted by

TOWN OF WENTWORTH NEW HAMPSHIRE
OFFICE OF THE SELECTMEN
Minutes of Selectmen's Meeting of October 14, 2014

Present: Stephen Davis, David McMullen, Pete Santom and Catherine Stover

Also Present: Chief Kevin Kay, Ellie Murray, Francis Muzzey, Jeff Ames, Randy and Andrea Comsteller, Palmer Koelb, Duane Brown, Steve Welch, Ray Welch, Paul Durcharme, Allen Monica, Steve and Eileen Albaugh, Jim Gowen

Steve motioned to open the public meeting at 6:02 pm, seconded by Dave and approved.

The Board reviewed and/or signed Vendor payments, Payroll and the following:

- Minutes of Meeting of September 30 & October 7
- Notice of Intent to Cut for Arden Forest, M/L 04-02-02
- Warrant for Posting of upcoming Election, November 4
- Letters of Notice to Bidders regarding purchase of properties on Rowentown Road

Steve made a motion to inquire about a check written to John Lester Builders for trucking materials to Ellsworth Hill Road. There was no requisition. The Board requested that John meet with them next week to explain the expense.

Duane Brown introduced himself to the Board and attendees. He is a candidate for State Representative for Grafton District 16, which is a floatatorial district, with 8 towns, of which Wentworth is one. He stated that his reason to run was that he is concerned about the business climate in NH, many lost jobs recently, and also wants to address regulations. Another issue he is focused on is education, which he feels needs to be local at the local level. Also discussed the Energy policy. Duane asked if the Board would mind if he and Senator Forrester held a meet and greet at the transfer station on October 25th. The Board stated they have no problem with this.

Allen Monica handed out pamphlets and introduced himself to the Board and attendees. He is running for Grafton County Commissioner, District 3. He stated that does not feel we have recovered from the recession, people are financially hurting and believes the elderly need assistance with these things. Mr. Monica discussed a need to get out in the community and help the community and look at improving education and reducing the cost.

Chief Kay said he is doing preliminary pricing on the replacing the 2008 cruiser for next year, as it will be out of warranty, and has issues including the transmission. The cruiser has 200k miles on it. Chief Kay stated everything else is going good.

The Board opened discussion for Privilege of the Floor.

Randy Comsteller spoke regarding the 15% penalty, and said he believes the penalty is a heavy handed tactic to hit people with. Steve reiterated why the Board enforces the 15%, stating the Board of Selectmen can waive the 15% with specific reason, but can't do so carte blanche. Steve Welch stated he understands it's legal, but states that he does not feel it's morally right. Steve Davis stated that the Town's people need to place it on the warrant at town meeting, to have the Board disregard the RSA. Jeff Ames asked if there were any other ways to handle the situation. Palmer requested the Board announce decisions made at Non-Public meetings at the next scheduled Public Meeting. Motion by Steve to do so, seconded by Dave and Pete and approved.

Francis inquired about the Rumney perambulation. The Board stated they believed they had already given Francis permission to contact Rumney on behalf of the Town and coordinate the perambulation. Francis stated he wasn't aware of this, and would contact Rumney.

Ellie asked the Board what property was being logged off of East Side road.

Several of the attendees left the meeting. Steve Davis left the meeting.

The Board completed reviewing documents. The Board opened and reviewed quotes received for the repair of the old PO/Doll House, which was damaged in the August wind storm. 3 bids were received: S&W Roofing, LLC, \$4,900.00, DBW Construction, LLC, \$2,330.00, and Davis Home Improvements LLC, \$2,300.00. Motion made by Pete to accept the quote from Davis Home Improvements, LLC, seconded by Dave and approved.

Dave motioned to adjourn the public meeting at 7:30 pm, seconded by Pete and approved.

Respectfully submitted by Catherine Stover
Minutes accepted by

TOWN OF WENTWORTH NEW HAMPSHIRE
OFFICE OF THE SELECTMEN
Minutes of Selectmen's Working Meeting of October 21, 2014

Present: Stephen Davis, David McMullen, Pete Santom and Catherine Stover

Also Present: Francis Muzzey, Paul Ducharme and Kenyon Karl (recording the meeting)

Steve motioned to open the public meeting at 6:05 pm, seconded by Dave and approved. Steve wanted to move the scheduled Non-Public Meeting to the end of the meeting, following the policy review and to also add the topic of the Town Common Bridge to the Agenda.

Steve asked Pete and Dave if they have been reviewing the emails regarding the Town Common Bridge. He said they need to decide which one of the Board members will represent them at the Steering Committee. The Board discussed attending the meeting at John Mead's next week. Steve asked if the Board if they would like him to attend and represent the Board. Pete nominated Steve, seconded by Dave to have Steve represent the Board.

Steve said there is a big push to have the State involved in the meetings. Steve proposed that we schedule a meeting to invite all those with interest, including Jeanie Forester, possibly the 2nd week in November. Steve motioned to wait until after the upcoming election and based on Jeanie's availability. The Administrative Assistant asked if it the meeting could be held at the Town Hall. Steve proposed that it be on a Working Meeting evening night, seconded by Pete and Dave and approved.

Chief Kay asked the Board if they would be OK with the Trick or Treat hours to be on Friday, October 31 between the hours of 6-8 pm. The Board stated this is fine. Steve said in light of all the work they've had in Manchester and other areas, he wanted Chief Kay to know that he respects and appreciates Chief Kay's work. Chief Kay thanked him for the comment.

The Board discussed input received from John Emery regarding the setting of winter/summer hours as stated in the Employee Policy handbook. Steve stated that he wanted the Board to keep control, but would be willing to work with the Road Agent. Dave stated he would like to hear from John regarding John's written comment that it would save the Town money.

Pete said he would like to make a motion to adopt the Personnel Policy & Employee Handbook as is. The motion was seconded by Steve and Dave and approved. The Board then signed the Policy.

Steve motioned to go into a Non-Public 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. This exemption shall extend to any application for assistance or tax abatement or waiver of a fee, fine, or other levy, if based on inability to pay or poverty of the applicant, at 6:35 pm, seconded by Pete and approved. The Board discussed an application for assistance. The applicants failed to appear, and no decision was made. Dave motioned to come out of the Non-Public Meeting at 6:45 pm, seconded by Pete and approved.

Steve motioned to adjourn the public meeting at 6:50 pm, seconded by Dave and approved.

Respectfully submitted by Catherine Stover
Minutes accepted by

TOWN OF WENTWORTH NEW HAMPSHIRE
OFFICE OF THE SELECTMEN
Non- Public Minutes (1) of October 21, 2014 Meeting

Present: Steve Davis, Pete Santom, David McMullen and Catherine Stover

Non-Public Meeting 1

Steve motioned to go into a Non-Public 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. This exemption shall extend to any application for assistance or tax abatement or waiver of a fee, fine, or other levy, if based on inability to pay or poverty of the applicant, at 6:35 pm, seconded by Pete and approved.

The Board discussed an application for assistance. The applicants failed to appear, and no decision was made.

Dave motioned to come out of the Non-Public Meeting at 6:45 pm, seconded by Pete and approved.

Respectfully submitted,
Catherine Stover

Minutes accepted by

TOWN OF WENTWORTH NEW HAMPSHIRE
OFFICE OF THE SELECTMEN
Minutes of Selectmen's Meeting of October 28, 2014

Present: Stephen Davis, Pete Santom and Catherine Stover

Also Present: Chief Kevin Kay, Ellie Murray, Francis Muzzey, Palmer and Deb Koelb, Bridget Long, Madie Sharpe, Peter Kozak, Craig Pasco and Kenyon Karl (recording the meeting)

Steve motioned to open the public meeting at 6:02 pm, seconded by Pete and approved.

The Board reviewed and/or signed Vendor payments, Payroll and the following:

- Minutes of Meeting of October 14 & 21
- Preliminary Estimate from DOT for Rowentown Road Bridge Aid
- Request for information from NH Elec regarding ROW on Ellsworth Hill Road
- 2015 Insurance rates for Property Liability and Worker Comp
- 2015 rates for Unemployment Comp Program (Primex)
- Complaint received regarding water drainage problem off of 25A
- Septic design for Thompson, M/L 08-01-03

The Board reviewed the payment to Holden Engineering Services in the amount of \$500.00 for the evaluation of the Village Bridge which was done in early 2014. The Board stated that because the evaluation was for the Village Bridge, which belongs to the State, we cannot request to use Capital Reserve funds to cover this expense. The Board suggested using account # 4150.12, Outside Services for the expense.

Steve requested to add an item to the Agenda before Chief Kay's status update regarding the Steering Committee for the Village Bridge. Steve discussed last weekend's meeting which was held at John Mead's home regarding the formation of a Steering Committee. Steve stated 8 members were elected to the Steering Committee; John Meade, Chairman, Peter Kozak, Donna King, Leslie Backstrom, Susan Corbett, Kay Bailey, Jen Meade and Palmer Koelb. Steve stated it is best to have an uneven number of members. Francis stated he would like to become a member, Steve asked if there were any objections from the audience, there were none, and Steve moved to have Francis a member of the Committee. Steve stated he would like to empanel the Committee, seconded by Pete and approved. Kenyon asked what the purpose of the group was and Steve stated the Steering Committee would be advising the Selectmen on solutions to solving the access problem to the Common as a result of the closure of the Common Bridge over the Baker Falls. Steve asked all those in favor acknowledge by saying I. The audience did so. Steve said John is authorized to contact the state resources. Steve stated that John is authorized to contact state resources and communications. Steve read an email received from the DOT regarding the consideration to tear down the existing bridge, and replace it with a pedestrian/snowmobile bridge. (attached) Kenyon asked if the Steering Committee Meetings were open to the public, Steve said yes. Kenyon stated he would like to record the meetings. Steve requested that I let Mr. Richardson, of the DOT know of the Steering Committee.

Peter Kozak asked if the State was aware of the liability regarding pedestrians walking Rt 25 and stated his concerns of a recent person walking their dog on Rt 25, and stated that the dog was nearly hit by a car. Steve stated the State is aware.

Chief Kay gave a status update. He stated there are a couple of bills coming through, one for a flat tire, and one for oil service. He also stated that the snow tires will go on the cruiser in a week or two, and should get us through the winter, the summer tires are done. Chief Kay stated they qualified for firearms and are getting that taken care of. They are trying to get caught up on case load. Halloween will be on Friday, Oct 31 from 6-8 pm.

Privilege of the Floor,

Francis stated he had stopped into the Rumney Town offices to inquire about the perambulation of the Rumney/Wentworth town lines. There was no one available to help him, and he requested the Board have the office contact Rumney Town offices. Steve asked if I would contact them.

The Board reviewed 2 Approvals for Construction received from DES for septic systems for Coffey, M/L 05-03-20 and Blewett, M/L 08-01-05. The Board also reviewed an Approval for Subdivision received from DES for Godfrey, M/L 08-01-05.

The Board discussed offering a Town owned property for public sale via sealed bid. Sealed bids will be accepted and opened on November 25, 2014.

The Board reviewed Preliminary Estimate for Bridge Aid received from the DOT regarding the rehab of Rowentown Road over Rocky Branch, Br. #111/068. The Board would like to revisit the topic when Dave McMullen is present at the next Business Meeting.

The Board reviewed a letter received from the Town of Dorchester. Dorchester has notified Wentworth that it will no longer be winter maintaining Hurricane Drive or Frazier Road (in Wentworth) In addition, they do not expect Wentworth Highway to winter maintain Cheever Road in Dorchester.

The Board discussed scheduling end of year Budget workshops, and decided to hold them on Saturday, December 13th, beginning at 9 am.

Steve read a permission from Eric Maki giving the Town permission to turn around on his property on Saunders Hill Road.

Steve noted that we have received a request from the Baker River Watershed for the 2015 water sampling season in the amount of \$300.00.

In regards to the setup for the upcoming Elections on Tuesday, Steve stated that he will contact Steve Welch to coordinate.

The Board reviewed the redlined DOT bridge list, Steve requested that the list be available for public review.

The Board read and reviewed input from the Town's legal firm regarding the 15% penalty applied to the repurchase of properties that have been taken by Deed. Steve stated he did not want to read the entire response, but stated that it is to be available to the public for review. Pete offered Francis a copy of the response. Although the document does have the law firm's disclosure statement of privileged and confidential, Pete stated that the Town received approval from our law firm to share the contents with the public.

The Board discussed a logging project on east side road, which the Road Agent stated was tearing up the road and ditch lines. The Board stated they want the Road Agent to go and talk with them. Pete offered to go with the Road Agent if need be and Steve authorized, Pete, on behalf of the Board to speak with the loggers.

Pete motioned to go into a Non-Public meeting per RSA 91-A:3, II(a) – Dismissal, promotion or compensation of any public employees or the disciplining of such employee, or the investigation of any charges against him, unless the employee affected (1) has a right to a meeting and (2) requests that the meeting be open, in which case the request shall be granted, at 6:25 pm, seconded by Steve and approved. Chief Kay met with the Board to discuss hiring a potential part time employee, and introduced the Board to Chris Bassingthwaite.

Steve motioned to come out of the Non-Public meeting at 7:43 pm, seconded by Pete and approved.

The Board returned to the public meeting and announced that they have approved Chief Kay to hire Chris Bassingthwaite, pending criminal background checks.

Pete motioned to adjourn the public meeting at 7:45 pm, seconded by Steve and approved.

Respectfully submitted by Catherine Stover
Minutes accepted by

TOWN OF WENTWORTH NEW HAMPSHIRE
OFFICE OF THE SELECTMEN
Minutes of Selectmen's Meeting of October 30, 2014

Present: Stephen Davis, Pete Santom, Dave McMullen and Catherine Stover

Also Present: Kay Bailey, Francis Muzzey and Kenyon Karl (recording the meeting)

Pete motioned to open the public meeting at 6:03 pm, seconded by Steve and approved.

The Board reviewed the Unofficial Tax rate received from the DRA.

Steve noted that the total Unassigned Fund Balance was \$672,108. Without using any of the Unassigned Fund Balance the projected tax rate would be \$20.075, down from last year's tax rate of \$21.45. The Board discussed using some of the Unassigned Fund Balance to lower the tax rate. Steve motioned to use \$150,000 of the Unassigned Fund Balance, bringing the 2014 tax rate to \$18.50, seconded by Dave and Pete and approved.

Dave motioned to adjourn the public meeting at 6:25 pm, seconded by Pete and Steve and approved.

Respectfully submitted by Catherine Stover
Minutes accepted by
