

TOWN OF WENTWORTH NEW HAMPSHIRE  
OFFICE OF THE SELECTMEN  
Minutes of Selectmen's Working Meeting  
December 2, 2014

Present:

Also Present:

No Quorum of the Board available, Meeting was cancelled.

Respectfully submitted by Catherine Stover  
Minutes accepted by

TOWN OF WENTWORTH NEW HAMPSHIRE  
OFFICE OF THE SELECTMEN  
Minutes of Selectmen's Business Meeting  
December 9, 2014

Present:

Also Present:

Meeting cancelled due to storm.

Respectfully submitted by Catherine Stover  
Minutes accepted by

TOWN OF WENTWORTH NEW HAMPSHIRE  
OFFICE OF THE SELECTMEN  
Minutes of Selectmen's Budget Review  
Working Meeting  
Saturday, December 13, 2014

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

Also Present: Jeff Ames, Elle Murray, George Morrill, John Emery, Barbara Emery, Robert Thomas, John and Jennifer Meade, and Kenyon Karl (recording the meeting)

Fire Department Budget Review, Jeff Ames

Jeff discussed with the Board the Fire Station Site Building Capital Reserve. Jeff requested that 2 Warrant Articles be submitted for town meeting. The first Warrant Article would close the existing Capital Reserve Fund established in 2004 for the purpose of purchasing land for a new fire station, and that these funds be put unto the Unreserved Fund Balance. A second Warrant Article be written to withdraw those same funds from the UFB to create and establish an Expendable Capital Reserve Fund for the fire station and building and that the Selectmen be appointed as agents of the Fund. The Board discussed and agreed with this goal. Steve also suggested that a Warrant Article be submitted to accept the proposed new Fire Department site.

Conservation Committee, Ellie Murray

Ellie discussed expenses related to the Conservation Committee. Steve suggested the budget be increased from \$600.00 to \$700.00 for possible increase due to the Village Bridge activity.

Trustee of the Trust Funds, Ellie Murray

Steve asked Ellie who the current members were of the Trustees. Ellie stated it was she, Susan Bliss and Martha Morrill. Ellie stated she is asking the same amount to be budget this year for the Trustee of the Trust Funds. She stated that she has not been tracking her expenses, but will do so coming this year.

George Morrill – TC/TC

Steve discussed with George having training for Election workers to be budgeted under Election Administration costs. George discussed with the Board the projected increase in the software expenses. This increase is due to the projected addition of Avitar Software which will include Motor Vehicle transactions. The Board discussed the training budget with George. George stated he did not go last year to much, but there are provisions from the state that allow for the town to support the training, and he has budgeted \$1,200 for the upcoming year. The Total projected Town Clerk/Tax Collector budget is \$51,214.20. The Board said they have no problem with the budget set by George.

Steve stated they will take a break while waiting for Highway Department.

Highway Department – John Emery

John discussed with the Board having 3 full time employees next year. Pete stated that he thought they were going to discuss a salary package for the Road Agent. Pete asked John what amount he had in mind, as the Road Agent salary on his spreadsheet showed \$52,000. Steve stated they

should talk about it at another meeting. The Board discussed medical expenses for 3 employees, which John has budgeted \$32,000. John discussed with the Board the budgeted amount for Building Maint/Repairs. John stated that due to lack of insulation, they are losing a lot of heat out through the doors. Steve said would give John some names of people/companies we might be able to get quotes from and he'd like to revisit this figure and see if they could get a quote for repair. The Board and John discussed budgeting for the new truck, tires for Highway vehicles, outsourcing mowing and tree trim/removal. John suggested that the town might want to look into a new chipper/grinder next year, as the burn pile at the transfer station gets quite large. The Board stated they would talk about it. The Board discussed the increase in salt cost. John stated it has risen by 25% this year, which has increased the budgeted amount. Next the Board discussed the Beech Hill Road project. Steve asked the AA about encumbering funds from the Beech Hill project that was not done. John stated that we should budget \$70,000 this year. \$35,000 from the Capital Reserve for paving. He has receive a bid in the amount of \$55,000, to which he has added a 15% amount to complete the project. Steve asked if the Highway Department can do some of the work. John said yes, they could do some. John stated that the town needs to think of doing pavement preservation, of taking care of the good roads first, and then the bad roads, to prevent deterioration of good roads.

Robert Thomas asked about the unspent monies from last year for the project. He asked if there would be a new Warrant Article for the Beech Hill project. The Board stated that yes, there would be a warrant article. Mr. Thomas stated his concerns regarding water run off causing deterioration, and John stated his plan would be to install, with owner's permissions, swales at regular intervals to divert the water runoff.

Next John discussed with the Board, the Road Sealant account, and his desire to take \$30,000 out of the Capital Reserve for pavement preservation, for such roads as North Dorchester, Rowentown Road etc. Pete asked how much money is put into the Capital Reserve each year. Steve stated the Board decides, but historically, about \$20,000.

John stated he recommended the town consider a new road sweeper, as the one we have is a parking lot sweeper, not a road sweeper, and possibly do a warrant article. The Board thanked John, and Steve suggested they take a 5 minute break.

#### Selectmen's Budget

Selectmen discussed with the Administrative Assistant proposed budget items. There is an increase in the AA's Budget and the Clerk's budget. The Board discussed outside service costs. The AA stated this is mainly comprised of the computer support, backup etc. The Board discussed the increase in the medical budget. This is due to budgeting for 2 employees medical coverage, as the Town Clerk position is entitled to medical coverage but opted out last year. Legal expenses rose last year due to deeded properties. The Board also discussed the increase in the Town Building, Repairs & Services budget. The AA stated this is for the paving of the Town offices parking lot. The Board discussed the Town Hall Building budget, and stated that no monies are needed to be budgeted, as there is a capital reserve for the Town Hall, and discussed the needed repairs to be done to the walls.

Steve motion to adjourn the meeting at 11:30 am, seconded by Pete and Dave at 11:30 pm.

Respectfully submitted by Catherine Stover  
Minutes accepted by

TOWN OF WENTWORTH NEW HAMPSHIRE  
OFFICE OF THE SELECTMEN  
Minutes of Working Meeting  
December 16, 2014

Present: Steve Davis, Pete Santom and Catherine Stover

Also Present: Nancy Masterson, Helen Ray, Sharon Saborn, Johnathan Williams, Palmer and Deb Koelb, Ellie Murray, Francis Muzzey, George Morrill, Chief Kevin Kay and Kenyon Karl (recording the meeting)

Steve motioned to open the meeting at 6:06 pm, seconded by Pete and approved.

Steve announced that the Board will review and adopt the Hazard Mitigation Plan at next week's Business meeting of December 23, with input from the public.

The Board reviewed and signed documents related to lease of the new 2014 Freightliner dump/plow truck for the Highway department. Pete motioned that Steve sign the documents on behalf of the Board. George Morrill was present to witness the signatures.

Library Budget Review, Nance Masterson

Steve asked how the repair of the water leak went. Nance said it went well, they noticed the difference right away, even after a rain, the water is now being channeled, and there is one commercial humidifier. Nance said the budget was up a small amount, due to the fact they switched fuel providers and discovered that they needed to replace fuel tank due to a rusted area from the water damage.

Transfer Station Budget Review, Johnathan Williams

The Board discussed the anticipated increase in electricity expenses, and suggested budgeting \$600.00. John stated the compactor and zero sort numbers are up, as we have been dumping them more frequently than in past years, and the increase in recycling has been fabulous, that people have been doing a good job. Steve discussed the proposed training budget amount, and they decided to leave the training budget at \$500.00. The Board discussed with John estimates for trash and recycling and suggested that John and Catherine work together with Casella to determine the year's tonnages and report back to the Board. Steve stated the increase in outlay should be offset by the increase in income. Kenyon asked if the Town is getting the Pemi Baker Solid Waste member's rate.

Police Department Budget Review, Chief Kevin Kay

Chief Kay discussed fuel costs, which are down this year from last, and stated that the fuel they buy from the State shed at a fixed cost. Chief Kay discussed maintenance costs for the cruiser, which has been budgeted down significantly this year in hopes they will purchase a new vehicle in 2015. Chief Kay discussed the equipment budget, including uniforms, ammo, radar calibration, and Taser batteries. Software costs are budgeted the same as last year. Office supplies, office equipment and postage are down this year. The Chief's wages budgeted the same as last year and a slight increase for patrol wages. Chief Kay stated they will need to send someone to the part time academy year and discussed staffing and admin support. Dispatch phones are a fixed cost and have come down, as well as prosecution fees. In all a \$1,600 increase from last year.

Chief Kay also discussed the Animal Control Budget. We budgeted \$1,200 last year, approximately \$600 spent this year. The animal control officer has requested an increase in wages from \$10.00/hr to \$12.00/hr, which Chief Kay stated he would support this and requests they budget \$1,000 this year. Chief Kay stated that dogs are being leashed more often now, and owners are paying their boarding fees. Steve requested they budget \$800.

Chief Kay discussed with the Board the capital reserve for the cruiser. Ellie stated there is currently \$39,942. Steve asked if the equipment can be moved over, Chief Kay said no, the cost of the vehicle is up from about 26k to about 31k. He stated some of the equipment can be moved over, but there are some things such as the radio and the light bar need to be replaced. Chief Kay asked what is needed to put into the Capital Reserve going forward for the next 7-8 years, and felt \$5,800 would be sufficient.

Historical Society Review, Francis Muzzey

Francis requested that a Warrant Article be included to request a budget of \$1,200 for the Historical Society. Steve said he is fine with it, but requested that the Historical Society look into requesting pledges/donors for the cause, which he felt were available and which he personally would like to pledge \$400.00. Francis stated they are preparing for upcoming 2016, 250<sup>th</sup> year celebration of the charter of the town. The board approved the request.

Steve motion to adjourn the meeting at 7:15 pm, seconded by Pete and approved.

Respectfully submitted by Catherine Stover  
Minutes accepted by

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TOWN OF WENTWORTH NEW HAMPSHIRE  
OFFICE OF THE SELECTMEN  
Minutes of December 23, 2014

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

Also Present: Fred Brownson, Wade and Veralisa Reed, Palmer and Deb Koelb, Jacob and Michelle Rego, Francis Muzzey, Chief Kevin Kay and Kenyon Karl (recording the meeting)

Steve motioned to open the meeting at 6:01 pm, seconded by Pete and approved. Steve requested to add an item to the agenda for Board of Selectmen acknowledgements. Dave said this is fine with him. The Board reviewed and signed payroll and vendor payments.

Steve stated that the new 2014 Freightliner has been delivered.

Steve stated that he wanted to acknowledge and thank Michelle Holt, who maintains and supports our Town website, stating that she does a good job and it is appreciated.

Steve motioned that he sign property sale documents, on behalf of the Board, regarding the sale and purchase of 2 town owned properties:

- Cape Moonshine Road, M/L 01-01-06 (purchaser - Fred Brownson Trust)
- Frescoln Road, M/L 10-01-11 (purchasers – Wade and Vera Reed)

The motion was seconded by Pete and Dave and approved.

Steve asked if Francis would like to do the annual Town report cover. Francis stated he does not.

The Board reviewed and/or approved the following:

- Minutes of Meeting of December 13 and 16
- Intents to Cut for Belyea, M/L 08-04-01 & King M/L 12-04-01, 12-03-13
- Minutes received from DOT regarding the Dec 10<sup>th</sup> meeting held at the Town Hall

Steve noted that John Emery has received a Notice of Achievement of Senior Roads Scholar level (the 3<sup>rd</sup> level of 4 levels in the Roads Scholar Program) from the University of New Hampshire Technology Transfer Center.

Steve read an email from Palmer Koelb regarding the piano at the Town Hall, which Palmer informed the Board is in need of repair or replacement. Palmer said the issue is whether the existing piano is worth fixing, and stated there is a used piano available to the town, at no cost to the town. Steve stated if the piano has no value, they should do as they see fit.

Steve read an email from Peter Holden of Holden Engineering regarding a status update of Dufour Bridge. Mr. Holden informed the Board that he has met at the site with Daniels Construction to inspect the repairs made to the pavement and around the guard rails. They also met with a resident who had submitted a complaint regarding large amounts of river bank which she stated had washed away. She was unable to point out the erosion. Mr. Holden stated in his email, that he is awaiting for the contract amendment and 1 year extension on the bond from Daniels Construction and will schedule to meet with the Board in the near future to review the documents. Steve stated that both Holden Engineering and Dubois and King have done good jobs.

Steve stated that the Hazard Mitigation Plan has been posted on our website for anyone that wishes to review it. Steve asked if there were any objections of him signing it on behalf of the Board. Hearing none, Steve signed the document.

Jacob Rego addressed the Board regarding his company, Rego's Recycling and Salvage. He stated he has been in business several years and offered to provide a container for metal at the Transfer Station, which he will pull without charge. Steve asked about reimbursement of the metals, and Mr. Rego stated that it was his hope to retain the profits of the metal in exchange for the use of the containers, and the costs of hauling the metals away. The Board offered to have him bring his containers, and allow him to pick up the metal and collect the fees for the first 6 months. Mr. Rego stated that he will keep the metal slips and meet with the Board in 6 months to discuss the metal types collected and the related costs.

Chief Kay stated that the cruiser was taken in for emergency brake repairs a couple of weeks ago, but is still having issues and will need to be looked at again. He stated they have had some issues with dog sleds pulling ATV's in south Wentworth, the biggest issue is not so much the dog sled pulling, but that there are signs up and it is his recommendation to the snow sledders, that if they elect to have signage that they speak with the Board for proper placement.

Chief Kay discussed the FCC radio license for the Highway department. He stated the licensing process has been completed, but the radios need to get reprogrammed. He is working to get collaboration of the departments to have them reprogrammed, but it has not yet happened. He said we can get the Highway department done, and the other departments will have to follow suit. Steve asked Chief Kay get together with Jeff and John to put a plan together with goal dates and would assist in getting to the end product. Chief Kay stated that he has ordered office supplies, the last for the year.

Chief Kay stated they upgraded their long guns about 14-15 months ago, in which they were planning on trading in an old long gun. He stated that at this point in time, for what they are offering for the trade in vs the cost to keep it, it is his suggestion they keep it. The invoice without the trade in will be about \$500. Steve asked if they have the money in their budget, Chief Kay said yes.

Chief Kay stated that other than that they are dealing with a very high case level right now. He stated the time cards reflect a significant increase in time in the last payroll and will probably be some additionally going forward.

Steve asked Kenyon to step to the front. He stated they have received a notice that Kenyon will be leaving town in near future, as his house has sold, and stated that on behalf of Board of Selectmen and the Town of Wentworth, they wished him good luck, and thanked him for a good job.

Privilege of the floor was opened, and Francis requested to review a copy of the town expenditures. Catherine stated she had a copy that she would give to him.

Kenyon asked if the Selectmen's meeting of December 30<sup>th</sup> was going to be cancelled, and the Board said yes. Francis asked Kenyon if anyone will be videoing the meetings in his absence, he said not yet. The Board and audience discussed the pros and cons of recording the meetings. Kenyon said if someone wants to talk to him about doing this, he will be in town until January 6 and will be glad to speak to them. After this date, they will need to speak with Juliet in Plymouth.

Steve motioned to adjourn the meeting at 7:03 pm, seconded by Pete and approved.

Respectfully submitted by Catherine Stover  
Minutes accepted by

  
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TOWN OF WENTWORTH NEW HAMPSHIRE  
OFFICE OF THE SELECTMEN  
Minutes of Selectmen's Meeting  
December 31, 2014

Present:

Also Present:

Meeting was cancelled.

Respectfully submitted by Catherine Stover  
Minutes accepted by