

**ALTON BOARD OF SELECTMEN**  
Minutes  
March 21, 2022  
(Approved - April 18, 2022)

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Vice Chairman P. LaRochelle convened the meeting at 6:00 PM.

P. LaRochelle led the assembly in the Pledge of Allegiance to the Flag and a Moment of Silence. The following staff members were present:

The following staff members were present:

Paul LaRochelle, Vice-Chairman  
Reuben Wentworth, Selectman  
Bob Holt, Selectman  
Brock Mitchell, Selectman  
Andrew Morse, Selectmen  
Ryan Heath, Town Administrator

**Agenda Approval**

P. LaRochelle motions to amend the agenda with moving Reorganization of the Board to after Non-Public Session and to add a number 11 Payroll and Contract to New Business and R. Wentworth seconds. Roll call vote:

B. Holt, yes	B. Mitchell, no	P. LaRochelle, yes
A. Morse, yes	R. Wentworth, yes	

R. Wentworth motions that he believes that this is not a legal meeting, stating that the agenda was not posted properly. R. Heath explains that the meeting was posted on Thursday, March 17, 2022 at the Post Office and the Library and that the meeting information was posted on the Town Website on March 2, 2022, which he had the IT Director confirm the date. R. Heath states what's on the website is the edit date of things being updated with the agenda. R. Heath does state that he did look up the information on RSA 91-A and that he spoke with legal counsel and he stated that the way we had things posted meet legal needs and that agenda's do not need to be posted only the posting of the dates. R. Wentworth mentions that the agenda has to always be posted because that is what this board does for transparency with the town citizens.

B. Mitchell states that it is up to the people who are in attendance if we hold the meeting and the people in the attendance stated "yes".

**Announcements**

- The Public Participation Policy applies to all Selectmen meetings. A copy of it is on the back of each agenda, posted in this meeting room, and on our website.
- There will be a rabies clinic for dogs and cats at the Alton Central Fire Station, 65 Frank C. Gilman Hwy. (Route 140) on Saturday, April 9, 2022 from 12:30 to 2:00. The cost per shot is \$20.00, microchip is \$40.00. Dog licenses available for Alton residents only.

**Public Input I (limited to 3 minutes per person on agenda items only)**

Loring Carr approaches the table and would like to know why they would be having non-public session and then to have the people come back in after to do the reorganization. L. Carr states that it has always been done at the beginning of the meetings.

**Appointments**

**Mark Sargent - Hopewell Road Acceptance**

**Thomas Varney - Laura Lane Acceptance**

R. Heath states that the two roads that are under appointments are to see if the Board would like to hold a public hearing to accept the roads as town roads. R. Wentworth would like to know if the two roads have gone before legal counsel to have them reviewed. R. Heath states that he believes that they have not gone to legal counsel. R. Wentworth mentions that they normally go to legal counsel to have them looked at and then they would go in front of the Board of Selectmen to have them approved to move onto public hearing.

B. Mitchell would like to hear from the Public Works Director and to see what his input is about the roads. Scott Kinmond, Public Works Director approaches the table and states that since he came on board with the Town, that he has visited the Hopewell site and that he has not been back for a while. S. Kinmond does state that he has been part of the Laura Lane and has been out there with the Towns engineer. S. Kinmond does state that the Laura Lane would be a good road to accept and that Hopewell is a road that he would like to look at and to review the paperwork again.

R. Wentworth would like to put the roads on hold and then have the Public Works Director review the paperwork and go back out to Hopewell Road and then have the paperwork go out to legal counsel along with Police and Fire Departments to have them review the information and give their feedback.

B. Holt is wondering if having the information go to legal counsel is part of the policy and R. Wentworth states that this is the policy they have been following for years.

B. Mitchell states that he has no problem with Laura Lane but would like Hopewell Road to be reviewed since it looks like it has not been looked at for a while. R. Wentworth would also like the Public Works Director to look at where is states in Hopewell Road where they would like a certain section to go from Class VI to Class V and what that would entail for that to happen. B. Mitchell is also wondering if this would require more man power if these roads are accepted.

P. LaRochelle is wondering if the general consensus is to have legal counsel and the department heads look at the road information and to get their report and sign off on the roads and the board members agree.

### New Business

#### 1. Conservation Commission - Longstack Precipice Support

Gene Young, Conservation Commission, approaches the table. G. Young states that what they are looking for is the approval from the Board of Selectmen to withdraw \$32,500 from the Conservation Fund to support the acquisition of a property up near Knights Pond. Included in the packet is a tax map and other information that shows the parcel where the land is that the conservation would like to purchase and that it is an attraction to climbers. Mr. Young states that the reason why they are in favor of this is that they already have land that abuts to this land. The entity that wants to purchase this land wants to give it to Lakes Region Conservation with the understanding that this property will be open to the public still to climbers and hikers. R. Young states that the \$32,500 is 10% of the purchase price and that this is a private owner.

R. Wentworth made a motion to approve and support the \$32,500 from the Conservation Fund as long as the policies and procedures are followed and that legal counsel signs off on the project and B. Mitchell seconded with all in favor of motion.

#### 2. Conservation Commission - Morse Preserve Additions

Gene Young, Conservation Commission, remains at the table. This is a new project which is the expansion of the Morse Preserve. The Society for the Protection of New Hampshire Forests is being donated a Conservation Easement of 270 acres which abuts the Morse Preserve which can be seen in the map. In addition, there is also 220 acres of land being donated that links to the 203 acres of Alton Bay State Forest. Both the easement and land are both donations but still costs money to donate. The Forest Society is taking most of the responsibility which will include surveys, legal work and staff time, as well as managing and monitoring the lands which they estimate to be about \$164,000 and they have come to the Conservation Commission to make a contribution of \$62,125 and would get an executive interest holder on the 270-acre conservation easement. This area would have potential to make a trail from Jones Field to the top of Mount Major. G. Young states that there is a possible parking area at the end of Jesus Valley Road that could be used for the trail heads. R. Wentworth is wondering if this would be an additional parking area to what was talked about in the past and mentions that the road is not an easy road to travel on at this moment. G. Young does state that this parking will be away from any neighbors who are not happy with people walking through their property. P. LaRochelle would like to have the road surveyed for what would be needed with the parking lot size that they would like to put in and they would like input from the people of Jesus Valley Road.

R. Wentworth made a motion to approve and support the \$62,125 from the Conservation Fund as long as the policies and procedures are followed, abutters are notified about the public hearing, and that legal counsel signs off on the project and B. Holt seconded with all in favor of motion.

#### 3. Seacoast Business Machines - Copier Proposal

R. Heath states that what they have in front of them, is a proposal for the upcoming copier lease and that he spoke with the different departments to see what they needed. R. Heath states that he had the IT Director go through and see what is needed for possible upgrades and talked with the current company to come up with a new plan moving forward. This contract would be \$64 reduction in cost per month and that this is a 60-month contract.

R. Wentworth made a motion to approve the copier lease for \$605.00 per month with term of 60-months with the same service plan of the past 5 years as long as the expense and copying have not changed and B. Holt seconded with all in favor of motion.

#### 4. Alton Sports and Music Camp - Fee Waiver Request

R. Heath states that what they have in front of them is a letter from the Sports and Music Camp Inc. who are a non-profit organization that does rent the Alton Bay Christian Retreat Center for their lodging and meetings that they have and do use other Town of Alton Facilities.

R. Wentworth made a motion to approve the request from the Sports and Music Camp, Inc. dated March 9, 2022 as long as it is facilitated through the Park & Rec's Director and B. Mitchell seconded with all in favor of the motion.

5. Alton Youth League - Raffle Approval

R. Heath states that this is only a raffle application for the Alton Youth League and that it's kind of a gray area since it's a raffle that will be happening almost every day and that they will not be using a certain building for this.

B. Holt made a motion to approve the Alton Youth League Raffle Application as presented and R. Wentworth seconded with all in favor of the motion.

6. Fire Department - Donation Acceptance

James Beaudoin, Fire Chief, and Patrick O'Brien, Fire Captain, approached the table. J. Beaudoin states that as they can see from the letter from Mark O'Connell Foundation who promotes safety on the lake in all seasons were wondering if there was anything that was needed and mentioned the airboat. J. Beaudoin states that he recommended this towards the Fire Captain since he is overseeing the airboat project. Mark O'Connell Foundation have decided to donate an airboat trailer and grass rake, LED lights for the airboat, Garmin GPS for the airboat and they have also decided to donate a DJI Mavic 2 Enterprise Advanced Drone. J. Beaudoin states that he has been in talk with the Police Department about using the Drone together and that there will be a pilot from both the Fire and Police Department who will be going to get the certificate to operate. R. Wentworth is wondering if there will be a need for Public Hearing to accept and R. Heath states that with the amount that the donation is that there is a need for a Public Hearing.

B. Holt made a motions to approve the donations as written and to move forward with the public hearing and B. Mitchell seconded with all in favor of the motion.

7. Fire Department - Utility Vehicle Replacement

James Beaudoin, Fire Chief, and Patrick O'Brien, Fire Captain, remain at table. J. Beaudoin states that it is the time for the Utility vehicle to be replaced and that the truck is 10 years old and that CIP at this point is to replace. J. Beaudoin does state that the truck is tired especially with hauling the equipment back and forth to Mount Major. With bids right now for vehicles it is difficult. Sate bid has a vehicle at the moment which came in cheaper than the other dealerships that they have contacted. With the demand in consumer market at the moment places are not holding to their price amounts. A. Morse is wondering if anybody has looked at the truck that they are looking to trade in, stating that it's tired but 73,000 miles is not a lot. P. O'Brien states that the 10 year plan that Town has is to keep all vehicles from getting to that point where they are running around looking for a vehicle since one has gone over the price for repairs. This is a plan that has been used since Town truck engines usually have a certain time frame of use. A few of the Selectmen believe that they could get more money for the truck then as a trade-in through municibid. J. Beaudoin does state that if the truck is to go to bid then that money would go to the General Fund and then they would have to use more money from the Capital Reserve Fund.

R. Wentworth made a motion to approve the request for the Fire Department for the ¾-ton diesel extended cab from Sate Bid and with the recommendation for the up-fitting with a total of \$46,008.40 with using the trade-in of \$15,000 which lowers there cost and B. Mitchell seconded with 4 in favor and 1 abstention (AM).

8. Public Works Department - Rock & Asphalt Crushing RFP Specs

Scott Kinmond, Public Works Director, approaches the table. S. Kinmond is wondering if there are any questions on what was given to the board to review. He would like to get this out as fast as possible.

R. Wentworth made a motion to approve the invitation for the Rock & Asphalt Crushing proposal and B. Holt seconded with all in favor of motion.

9. Public Works Department - DPW Fleet Vehicles Bid Specs

Scott Kinmond, Public Works Director, remains at the table. S. Kinmond states that he has a bid proposal plan same as the Fire Department through CIP to upgrade two vehicles. First, is the 2002 Ford F-550 extended cab 4x4 utility truck with plow and the second is the 2016 Dodge 2500 4x4 gas pickup truck. S. Kinmond states that he has recommended that these vehicles will either be decommissioned or reassigned to different departments. The 2002 Ford F-550 will either be decommissioned or repurposed into a bucket truck and then 2016 Dodge 2500 will be reassigned to the Cemetery Department. S. Kinmond does state that they are going to try to go this route and that they might have to do a state bid.

B. Holt made a motion to approve the Specs for the DPW Fleet Vehicles and B. Mitchell seconded with all in favor of the motion.

10. Public Works Department - Used Bucket Truck Purchase

Scott Kinmond, Public Works Director, remains at the table. S. Kinmond states that this was brought before the Board of Selectmen in 2021 which \$25,000 was approved to purchase a bucket/utility truck to be used for tree trimming and other utility needs. S. Kinmond states that they have found three vehicles that they would like to look at. S. Kinmond states that he is looking for approval to move forward and to have the mechanic look at the vehicles and to negotiate. A person will have to be certified to use the boom on the truck. B. Holt mentions that if you're able to find one that is certified than you know that it has been inspected and is in working condition. S. Kinmond states that he did ask a company about just getting a used bucket and putting it on a truck that they have now and that it was about \$68,000 and B. Holt states that is almost double then what they would be possibly paying for a truck with a bucket already on it.

B. Mitchell made a motion to approve for the Public Works Director to look at the bucket trucks and to negotiate up to \$32,000 and B. Holt seconded with all in favor of the motion.

#### 11. Payroll and Contracts

Paul LaRochelle brings to the table a subject of Town Administrator's payroll and contracts. P. LaRochelle has questions about the town administrator salary is coming from Police Department Budget and how this came about and how it was approved. With a total so far of \$33,675 and how this came about. Town Administrator Ryan Heath states that in the contract it states that there is a transition within the NH Retirement upon signing his contract with a permanent transition out of group 2 in September as he would be Interim Town Administrator until then. NH Retirement counselor that he had spoken to had stated that would be the best option. Upon further talk with the NH Retirement Legal Counsel stated that he would have to be Police Chief along with Interim Town Administrator till September at the same time. The issue has been resolved as of now and R. Heath is out of Group 2. R. Heath states that there was no problem with NH Retirement until the swearing in the New Police Chief and that is when this issue came about. R. Heath states that once the swearing in was done and he had retired from the Police Chief position and became a patrol man that was when they had an issue since a patrol man is not an administration position when a Police Chief is. Would have had to still hold the Police Chief position to justify being in Group 2 along with the Interim Town Administrator position. R. Heath states that was all spelled out and specified in the contract that the Board of Selectmen signed.

P. LaRochelle states he does not recall the Selectmen being informed about the salaries coming out of the police departments budget and is wondering how the Police Department is going to be reimbursed. R. Heath states that before he became the Town Administrator his budget for the Police Chief Position was budgeted in the 2022 budget. This budget was to represent his budget not the new Police Chief.

R. Wentworth states that he is wondering when it comes to budget season at the end of the year he believes the Budget Committee will need some sort of paperwork that explains if there is any problems with the budget that they will know what happened at the beginning of the year. R. Wentworth believes that there should be a paper trail from the NH Retirement to them with this information. He believes that number 7 in his contract is now null and void and R. Heath states that no that is not true all he says per NH Retirement is that you cannot contribute any longer since you are no longer the Police Chief. R. Heath states that it's his personal choice if he is to contribute to group 2 or not and that it is not the Board's decision. R. Heath states that as of today he is no longer contributing to group 2.

B. Holt states that with the contract with the new Town Administrator being signed by the majority of the Board of Selectmen and that it is in effect and that if somebody has a legal problem with it then they should go about it legally and that we should move on.

R. Heath does state that along with this pay period his pay will also be coming from the Administrative account now and that the Police Department will not suffer as they are still down positions and that the budget was done for his pay if he was still the Police Chief and they only paid for his salary for only two months.

#### Old Business

##### 1. Public Works Department - Crack Sealing Contract Extension

Scott Kinmond, Public Works Director, approaches the table. S. Kinmond states that in front of them they have a contract for an extension with the current company of Connecticut Sealcoating of Bethlehem, CT. They have been doing the crack sealing with the town for many years and the contract expired in 2021 and they are looking to renew this contract. Under the provisions it shows that they are looking for a 1 year renewal clause and they are to continue with a quote per pound for 2022 with the same amount of 2021 at \$1.49 per pound. Meets all DOT standards.

R. Wentworth made a motion to approve the extension of one (1) years (2022) to Connecticut Sealcoating of Bethlehem, CT at the 2021 rate of \$1.49 per pound and A. Morse seconded with all in favor of the motion.

##### 2. Water Bandstand - Wedding Approval

R. Heath states that the Water Bandstand Wedding application is being brought back in front of the Board as it has gone in front of the Water Bandstand Committee and they have approved on the Wedding and they have a fee of \$250. R. Heath wants to let the Board now that the Committee while making their vote approved all weddings moving forward as long as the Board approves them. B. Holt is wondering why they used this application it's normally the other application that they have to fill out. P. LaRochelle states that they are using the same stipulations from last year and that as previous years it went to the Water Bandstand Committee and then it would go to the Board of Selectmen. B. Holt would like to make sure that there should be a different form used for the bandstand.

B. Holt made a motion to approve the application for the Wedding at the Water Bandstand and B. Mitchell seconded with all in favor of the motion.

### 3. Min/Max Wage Structure - Adjustments

R. Heath states that what the Board has presented in front of them with the Min/Max wage scale that they are looking to update is highlighted in red. Over the last several months there have been changes and updates to the min/max wage scale and a lot has to do with the DPW updates. To make things equal across the board. The highlighted areas are where they would like do the updating for the secretary to administrative assistant. With making every position the same it will help with not letting people move around for the higher pay. This will help with the positions consistency.

R. Wentworth made a motion to approve the Min/Max Wage Structure for the Administrative Assistant positions in all the departments with the low being \$17.00 and the high being \$23.00 and B. Holt seconded with all in favor of the motion.

#### Selectmen Reports

R. Wentworth has nothing to add.

B. Holt has nothing to add.

B. Mitchell has nothing to add.

P. LaRochelle has nothing to add.

A. Morse has nothing to add.

#### Town Administrator Report

R. Heath is informing the Board that the audit is the week of March 28, 2022, as in a previous meeting a board member was inquiring about this.

R. Heath stated that the next thing is that the Water Department would like the board to know that Tom Decowski has passed his CDL-A on Friday. R. Wentworth would like to know if this a full or limited CDL-A and C. Mitchell states that it is a full CDL-A no restrictions.

R. Heath mentions about the call that he had done for the Special Olympics - Winni Dip, which the board members were called on for their votes which passed. Would like to explain that they had a hard time getting the insurance and that they did but it was mid-week and that it was happening that weekend. R. Heath is looking for a public vote so that the people know.

B. Mitchell made a motion to approve the Special Olympics - Winni Dip and B. Holt seconded with all in favor of the motion.

R. Heath mentions that another thing that he would like to ask the board members if they would like to order signature stamps. R. Wentworth mentions that having a stamp will be a nice especially with signing paperwork that needs more than one signature.

Consensus with the Board of Selectmen to order a signature stamp for all members.

R. Heath brings forward a request for an addendum to the Personnel Policy Manual that after talking with the Finance Director that the probation section that states that reclassifications that states probationary does not allow for the any adjustments. He would like to change it to allow for any person who comes in who is part of the new classification is not making more than the person who is on probation because they are not allowed the pay increase because of the probation policy. Language change to add "with the exception of reclassification with the Governing Body approval."

R. Wentworth made a motion to insert on 4.16 Probation, 4th line up starting at "probation if the employee was on probation when other across the board increases were issued with the exception of reclassifications with Governing Body approval." Inserted there and B. Holt seconded with all in favor of the motion.

R. Heath mentions that the health insurance company sent out a memo for the HRA Cobra plan would like to know if the Board of Selectmen would like to set a fee for the members to use the HRA Cobra plan. From what was heard some Towns are setting a \$20-\$30 fee for members to use the HRA Cobra plan once they leave services. R. Wentworth states that he has no problem assessing a fee if an individual is fired but if they retire he has no problem not charging them a fee.

R. Wentworth made a motion to charge no fee for Cobra and B. Mitchell seconded with all in favor of the motion.

R. Heath states another item he has for tonight is that he was contacted by the wetlands scientist down at the bay. He was notified that there were some wetland scientist who are doing work for the Town at the retaining wall and at Shibley's. The first spoke with Kellie about renewing the Wetland Permit for the retaining wall and he is wondering if he can get the boards permission to sign and submit the Wetland application for a permit on behalf of the board.

R. Wentworth made a motion to approve for the Town Administrator to sign on behalf of the Town for the Wetland Permit applications at the retaining wall and A. Morse seconded with all in favor of the motion.

R. Heath states that the second wetland notice is for the same situation is to sign on behalf of the Town for the applicant which is Shibley's and they are doing the repair to the docks and they were going to move forward but the wetland scientist realized it

was leased property and they need a signature from the Town to fix the docks, which Shibley's plans to pay for and only need the documents filled out and signed.

R. Wentworth made a motion to allow the Town Administrator to sign the wetland permit for the lease property of Shibley's for the repair of the docks at no cost to the Town and B. Mitchell seconded with all in favor of the motion.

R. Heath wants to let the board know that he was notified today with the Summer water lines coming on line soon that Butler's Drive has some water line damage and that the Water Superintendent was notified and has reached out to the home owner and construction company and that its their responsibility and that they will be working on fixing the issue. They wanted to let the board members know in case they start receiving phone calls from the public.

R. Heath has another item which has to do with when he was Police Chief and the S curves on RT 28 and about reducing the speed limit and while using the speed tracker from Highway Department, they were able to collect data and send it to DOT. DOT got back to them and was not favorable for a permanent speed change but a possible seasonal change and there was a meeting held with Public Works Director, Police Chief and himself about the seasonal speed limit of 25 and the police chief mentioned about putting a sign that states "Strictly Enforced" to give them a little more leeway to enforce a marginal over the speed limit. Asking for the Boards permission to put up the seasonal speed limit.

R. Wentworth made a motion to allow the Town Administrator follow up with DOT to put up a seasonal speed limit of 25 from the entrance of RT 28 to Dan Kelly Drive and B. Mitchell seconded with all in favor of the motion.

R. Wentworth has one more thing for the board to think about and that is the road conditions that came before the board at a previous meeting. R. Heath is wondering how they want to move forward and states that it's normally at a public hearing since it was a petition but he suggests it going as an agenda item. B. Holt has no problem with the residents making an appointment and coming in to talk with the Board but does not see it as a public hearing at the moment. A. Morse just wants to confirm that it would be a session just to receive public input. R. Wentworth believes that it should be a work session on a separate night and that it should be the only item on the agenda for that night. B. Mitchell agrees to the work session for public input.

R. Wentworth made a motion to have the Town Administrator schedule a work session on their off weeks for all concerns on the town roads and sidewalks for the Town of Alton and P. LaRochelle seconded with all in favor of the motion.

#### **Approval of Minutes**

##### **January 25, 2022 - Non-Public Session**

R. Wentworth made a motion to approve the minutes of January 25, 2022 Non-Public Session not releasing 1-3 and P. LaRochelle seconded with 4 in favor and 1 abstention (AM).

##### **February 07, 2022- Non-Public Session**

R. Wentworth made a motion to table February 07, 2022 Non-Public Session to discuss in Non-Public Session and B. Holt seconded with 4 in favor and 1 abstention (AM).

##### **February 14, 2022 - Non-Public Session**

R. Wentworth made a motion to approve the minutes of February 14, 2022 Non-Public Session with divulging 1-2 and sealing 3-4 and B. Holt seconded with 4 in favor and 1 abstention (AM).

##### **March 7, 2022 Public Session**

P. LaRochelle made a motion to amend March 7, 2022 Public Session in the Non-Public Session where it states "Chair MacDonald convened" should be "Vice-Chair LaRochelle convened" as Chairman MacDonald was not in attendance that night.

R. Wentworth made a motion to approve the minutes of March 7, 2022 Public Session B. Holt seconded with 4 in favor and 1 abstention (AM).

##### **March 7, 2022 Non-Public Session**

P. LaRochelle made a motion to amend March 7, 2022 Non-Public Session where it states "Chair MacDonald convened" should be "Vice-Chair LaRochelle convened" as Chairman MacDonald was not in attendance that night.

R. Wentworth made a motion to approve the minutes of March 7, 2022 Non-Public Session divulging 1-2 and B. Holt seconded with 4 in favor and 1 abstention (AM).

#### **Consent Agenda Approval**

R. Wentworth made a motion to approve Consent Agenda as presented and B. Holt seconded with all in favor of the motion.

#### **1. Water Department**

Firefighter/EMT to Full-Time Maintenance Laborer, Amelia Sweezey, \$18.37, effective 5/2/2022



**Discretionary Action on Requests for Appointments** (No discussion, majority vote required to allow/not allow appointment)

**Public Input II** (limited to 5 minutes per person on any Governmental/Town Business)

Valerie Tarbell, resident of Laura Lane, approaches the table. V. Tarbell learned that before moving on to Laura Lane that they had heard that when the 3<sup>rd</sup> house was put up that the road would become part of the town but nothing happened and then once they moved onto the road they decided to work on getting the road part of the town. She states that they got in touch with the Scribners and the supervisors of the highway on Cherry Valley come up and they stated that the road should be accepted. V. Tarbell states that she had letters written up but they were not sent out since there were different processes on how to get things done. She states that when they left the Planning Board meeting they were told that it was going to the Board for approval. V. Tarbell does state that the road is used by both school and fire department for turn around. She mention that she feels like she is at a standstill and is wondering if we have a town attorney since she knows the last resigned. R. Wentworth informs her that per their policy that a town attorney looks at and then the department heads will be able to look at the roads and then it will go back in front of the board. V. Tarbell does state that they should have written steps on how to go about this procedure to make it more knowledgeable on how things are done.

John Markland approaches the table. Would like to congratulate Andrew Morse and Paul LaRochelle for being voted in as Board of Selectmen. J. Markland talks about Ryan Heath's contract and how it was approved by the majority of the Selectmen. He states that he did review the contract and would like to mention the lucrative benefits, salary, 4% increases every year, protection from termination unless for just cause, additional retirement and no end date or date for review. Mr. Markland would like to know how a previous member who was sitting at a board member had a right to vote in this matter as it is known that this member to have business deals with this individual on the outside of work. J. Markland also states that he believes that with that certain member is brings forth the Conflict of Interest Ordinances 1998 Article 2 "No Town official, shall act in an official capacity, in an attempt to influence any other town official, or take part in any discussion or vote, which either directly or indirectly promotes or obtains a peculiarly interest for themselves or business associate, except if it is to benefit the general public. Any town official that this article effects shall disclose themselves and not vote." Mr. Markland believes there should be another vote on this issue. He would like to know what the previous town counsel thought of this contract and to make this information known to the public. Would like these matters made transparent so the Town is able to see what's going on.

Loring Carr approaches the table. Would like to talk about the conservation commission about how they approved the money but then want to do a public hearing after. He wonders if it should be public input first and then approval of money. Mr. Carr wonders since the conservation commission is appointed by the board why they are having a public hearing when it's the Board of Selectmen who are in control of that committee. States that shouldn't it be the board who does the public hearing and not the conservation committee since it's their money that they are giving out. L. Carr brings up the meeting that he had with the Trustees of the Trust Funds and mentions that R. Heath was in the meeting and a lot of discussion about the CRF's and what their roles are with releasing the funds. Liked the discussion that was talked about how the new procedure will possibly be. L. Carr also talks about when he brought up the "CIP Recommendations" at the end of the warrant articles and R. Heath mentions that they did hear from the Attorney General on this issue. "CIP Recommendations" will no longer by on the warrant articles in the future.

Kelly Sullivan, approaches the table. Wants to thank everybody for being here. K. Sullivan mentions that she previously worked on the community profile for the Town which is now part of the Master Plan Committee which she sits on now and some information that they had with the conservation commission was the easy access of all information and the green space in the town. Would be happy with the parcels if they are able to get and was happy the board did mention the parking and roads that it would effect if they are able to get these lands. Believes this would be good for the town. Appreciates the town members who bring up topics that have to do with the Town and would like certain things addressed and discussed.

**Non-Public Session**

P. LaRochelle moved at 8:48 pm to enter into Nonpublic Session under RSA 91-A: 3, II, a (employee matters), c (reputation), and l (Legal) R. Wentworth seconded. Roll call vote:

B. Mitchell - yes	P. LaRochelle - yes	R. Wentworth - yes
R. Holt - yes	A. Morse - yes	<u>Roll call vote carried unanimously.</u>

10 Minute recess called

At 8:58 pm Vice-Chair LaRochelle convened the nonpublic session with the following people present:

- B. Mitchell, Chairman
- P. LaRochelle, Vice Chairman
- R. Wentworth, Selectmen
- R. Holt, Selectmen
- A. Morse, Selectmen
- R. Heath, Town Administrator



P. LaRochelle moved at 9:25 pm to exit nonpublic session. B. Holt seconded. Roll call vote:

B. Mitchell - yes  
R. Holt - yes

P. LaRochelle - yes  
A. Morse - yes

R. Wentworth - yes  
Roll call vote carried unanimously.

P. LaRochelle moved to 'not divulge' the minutes because divulgence of the information likely would affect adversely the reputation of any person other than a member of this board or render the proposed action of the board ineffective. B. Mitchell seconded. Roll call vote:

B. Mitchell - yes  
R. Holt - yes

P. LaRochelle - yes  
A. Morse - yes

R. Wentworth - yes  
Roll call vote carried unanimously.

Public Actions:

R. Wentworth motioned that all employees hire prior to the adoption of the new personnel manual shall be grandfathered with regard to sick and annual time buyout at the end of employment with the Town. B. Mitchell seconded. Motion carried.

Adjournment

R. Wentworth moved at 9:28 pm to adjourn. B. Mitchell seconded. Motion carried.

Respectfully Submitted,

Shannon L Hart  
Recording Secretary