

Draft Minutes  
Thursday January 5, 2017  
Work Session

Select Board members present: Randy Subject, Colin Stubbings, Terri Mertz

Chairman Subject called the meeting to order at 7:08 PM. He stated the meeting was recorded for the purpose of accurate minutes and that it was a work session so there was no public input.

Chairman Subject made a motion to accept the check received from Camp Walt Whitman in the amount of \$1008.50 for the payment of fees for the additional ambulance coverage. Selectwoman Mertz seconded the motion. All in favor; motion passed 3-0.

An Intent to Cut form was received in the mail. Selectman Stubbings stated that it appeared to be a report of cut that was filed on an incorrect form. It will need to be clarified if it is an Intent to Cut or a Report of Cut, or both, so it can be processed correctly.

The upcoming meeting schedule was discussed. It was decided to hold the February Board of Selectmen meetings on the 7<sup>th</sup> and 21<sup>st</sup>. The Work Sessions will remain on the 2<sup>nd</sup> and 16<sup>th</sup>. The Budget Hearing will be held on Thursday February 1<sup>st</sup> at 7 pm. There will be a Work Session held on Saturday January 14<sup>th</sup> at 10 am for budget purposes. The website will be updated to reflect these changes.

Selectman Stubbings stated managers can be doing their write-ups for the Town Report. Jen Rugar, Administrative Assistant, asked if we will be using the same format for the Town Report as has been used in the past. A representative from R. C. Brayshaw will be coming Friday to discuss it. Mrs. Rugar will get quotes to present to the Board, both with photos and without. There was a discussion regarding the process for getting the Town Report completed. Once all the information is compiled a draft will be submitted to the Board for approval before going to the printer.

There was a discussion by the Board regarding Warrant Articles for Town Meeting. There will be a warrant article to increase the polling hours for elections from 10 am – 7 pm to 7 am – 7 pm. There will be another warrant article regarding the additional ambulance coverage.

A Letter of Complaint was submitted to the Board by Jen Rugar, Administrative Assistant. The letter states that unless the Board provides some relief from the ongoing verbal attacks, degrading comments both in public meetings and at the office by Selectwoman Mertz, legal counsel will be contacted by Mrs. Rugar. Chairman Subject asked Mrs. Rugar if this could be discussed at the BOS meeting on Tuesday January 10 in a non-public session. Mrs. Rugar stated that would be fine. Selectwoman Mertz stated that she cannot go into a non-public session.; she was told that is her choice.

There was a discussion about the budget requirements. Selectman Stubbings will need the expenditure reports for the departments the Board is responsible for in preparation for the upcoming budget meeting.

Selectwoman Mertz made a motion to adjourn meeting at 7:54 PM. Motion seconded by Selectman Stubbings. All in favor; motion passed. 3-0

Respectfully submitted,

Jen Rugar, Administrative Assistant

Board of Selectmen:

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Randy Subjeck, Chair

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Colin Stubbings

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Teran Mertz

Approved: