

Draft Minutes
Board of Selectmen
Work Session
February 1, 2018

Selectboard members present: Chairman Stubbings, Selectman Subject and Selectman Mitchell

Others present: Heather Subject, Diane Stelzner

Chairman Stubbings called the meeting to order at 7:08 PM and apologized for the late start. Chairman Stubbings stated that the meeting was being recorded for the sole purpose of accurate minutes and others in the room may be recording, but have not declared that fact. Chairman Stubbings also stated that during a Work Session public input will only be allowed if agreed upon by a majority of the Board.

Heather Subject led us in the Pledge of Allegiance.

Heather Subject, Treasurer submitted the Tax Anticipation Note (TAN) and gave an overview of how it works. After a brief discussion, Selectman Subject made a motion to approve. Selectman Mitchell seconded the motion. All in favor, motion passed 3-0.

Primex Member Property & Liability and Workers Compensation Agreements were reviewed by the Board.

After a brief discussion, Selectman Subject made a motion to approve the P & L Agreement. Selectman Mitchell seconded the motion. All in favor, motion passed 3-0. Chairman Stubbings read the Resolution. Selectman Subject made a motion to approve. Selectman Mitchell seconded the motion. All in favor, motion passed 3-0.

After a brief discussion, Selectman Subject made a motion to approve the Workers Compensation Agreement. Selectman Mitchell seconded the motion. All in favor, motion passed 3-0. Chairman Stubbings read the Resolution. Selectman Subject made a motion to approve. Selectman Mitchell seconded the motion. All in favor, motion passed 3-0.

The HealthTrust Portal User Authorization was reviewed by the Board. Selectman Subject made a motion to approve. Selectman Mitchell seconded the motion. All in favor, motion passed 3-0.

There was a discussion regarding the Town Report. Jen Rugar stated she has received most of the reports from town departments. The Board reviewed two quotes for this year's report. Selectman Subject made a motion to have Gnomon Copy handle the report this year. Selectman Mitchell seconded the motion. All in favor, motion passed 3-0.

Jen Rugar, Administrative Assistant asked the Board if they wanted to renew the bulk mailing permit since it had expired. The bulk mailing permit will be processed in the Haverhill Post Office where all transactions will be kept on file. After a brief discussion regarding the cost and how often it is used, Selectman Subject made a motion to approve the renewal fee of \$225. Selectman Mitchell seconded the motion. All in favor, motion passed 3-0.

Chairman Stubbings read a letter from VT. Department of Environmental Conservation regarding the possible redemption of beverage containers that were not purchased in VT. A copy of the letter will be provided to Wayne Godfrey, Transfer Station Manager.

Additional Items:

Highway Block Grant funds in the amount of \$7454.66 has been received.

Chairman Stubbings read a letter from BTLA regarding the denial of Stanley Davis' appeal of the Motion to Dismiss.

Audit- Chairman Stubbings read an email from Brooke, Melanson Heath regarding outstanding items she is still waiting for.

Chairman Stubbings read an email from Fire Chief Bruce Henry regarding Hanover dispatch fees. The Board will follow up with Chief Henry.

Minutes from January 18, 2018 Work Session were reviewed. Selectman Subject abstained due to his absence from the meeting. Corrections were made.

Selectman Mitchell made a motion to approve as amended.

Chairman Stubbings seconded the motion.

Motion passed with two in favor, one abstention.

Minutes from January 20, 2018 Budget Meeting were reviewed. Selectman Subject made a motion to approve as written. Selectman Mitchell seconded the motion. All in favor, motion passed 3-0.

Minutes from January 23, 2018 BOS Meeting were reviewed. Corrections were made.

Selectman Subject made a motion to approve as amended.

Selectman Mitchell seconded the motion.

All in favor, motion passed 3-0.

Minutes from January 28, 2018 Budget Meeting were reviewed.

Selectman Subject made a motion to approve as written.

Selectman Mitchell seconded the motion.

All in favor, motion passed 3-0.

Selectman Subject made a motion to enter Non-Public Session per RSA 91-A:3,II(c) at 8:02 PM.

Selectman Mitchell seconded the motion. All in favor, motion passed 3-0.

Public session reconvened at 9:17 PM. Selectman Subject made a motion to seal the minutes of the non-public session, failure to do so may render a proposed action ineffective. Selectman Mitchell seconded the motion. All in favor, motion passed 3-0.

Selectman Subject made a motion to adjourn the meeting.

Selectman Mitchell seconded the motion.

All in favor, motion passed 3-0.

Meeting adjourned at 9:18 PM.

Respectfully submitted,

Jen Rugar,
Administrative Assistant

Board of Selectmen:

Chairman Stubbings

Randy Subject

Donald Mitchell

Approved: