

Draft Minutes
Board of Selectmen
Work Session
July 20, 2017

Selectboard Members present: Chairman Colin Stubbings, Selectmen Randy Subject & Donald Mitchell

Others present: Abby Metcalf, Matt Hogan, Joanne Hogan

Chairman Stubbings called the meeting to order at 7:02 PM. Chairman Stubbings also stated 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.

Selectman Donald Mitchell led us in the Pledge of Allegiance.

Non-Public Session

Motion to enter: Randy Subject

Seconded: Donald Mitchell

Reason: RSA 91-A:3 II (c)

Entered at: 7:08 pm

Public Session Reconvened at: 7:25 pm

Motion to Seal Minutes: Randy Subject

Seconded: Donald Mitchell

Motion passed 3-0

Reason: Adversely affect the reputation of a person other than a member of the Board

The Personnel Policy and Procedure Manual was reviewed by the Board. A few changes were made.

Selectman Subject made a motion to accept as amended.

Selectman Mitchell seconded the motion.

All in favor, motion passed 3-0.

Selectman Subject made a motion to send the Personnel Policies and Procedure Manual to town counsel for review.

Selectman Mitchell seconded the motion.

All in favor, motion passed 3-0.

Chairman Stubbings gave an update on the Barton Road Bridge reimbursement.

Additional Items:

Chairman Stubbings gave an update regarding the town office computer system. There was a brief discussion regarding issues with the server/work stations. Chairman Stubbings expressed his concern that there are no UPS units for several of the work stations or the server. We should have the quote for IT service from Certified Computer Solutions at the meeting on Tuesday July 25th. Jen Rugar will try again to contact SNS computers in Littleton.

Selectman Subject gave an update from the Storm Debriefing session- Radios will be installed in the grader and the backhoe to allow for communication. The vacant office on the second floor of the fire station may be suitable for the EMD office.

The minutes from July 11, 2017 were reviewed. Corrections were made. Selectman Mitchell made a motion to accept the minutes as amended. Selectman Subject seconded the motion. All in favor, motion passed 3-0.

Non-Public Session

Motion to enter: Randy Subject

Seconded: Donald Mitchell

Reason: RSA 91-A:3 II (c)

Entered at: 8:22 pm

Public Session Reconvened at: 8:38 pm

Motion to Seal Minutes: Randy Subject

Seconded: Donald Mitchell

Motion passed 3-0

Reason: Adversely affect the reputation of a person other than a member of the Board

Non-Public Session

Motion to enter: Colin Stubbings

Seconded: Randy Subject

Reason: RSA 91-A:3 II (c)

Entered at: 8:39 pm

Public Session Reconvened at: 9:06 pm

Motion to Seal Minutes: Randy Subject

Seconded: Donald Mitchell

Motion passed 3-0

Reason: Adversely affect the reputation of a person other than a member of the Board

Public Session

Motion to adjourn: Randy Subject

Seconded: Donald Mitchell

Motion passed 3-0

Adjourned at 9:08 pm

Respectfully submitted,

Jen Rugar,
Administrative Assistant

Board of Selectmen:

Colin Stubbings, Chairman

Randy Subject

Donald Mitchell

Approved: