

Minutes  
Board of Selectmen  
Work Session  
December 7, 2017

Selectboard members present: Chairman Stubbings, Randy Subject, Donald Mitchell  
Others present: Susan Belyea, Suzanne Woodard

Chairman Stubbings called the meeting to order at 7:02 PM and 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 the Board.

Selectman Subject led us in the Pledge of Allegiance.

Meeting Recordings- There was a brief discussion between the Board members regarding whether there is a need to continue recording BOS meetings. In the past, the recordings were used to get the minutes done, but that is no longer the case. It was decided to hold off on any changes until after the New Year begins, when it will be discussed again.

Encumbrances- Chairman Stubbings gave an overview of the process for encumbering funds from the current year. Encumbrances will be done at a Work Session scheduled for Saturday, December 30 at 9 AM.

Additional Items- Chairman Stubbings added the following:

Chairman Stubbings read an email Maryanne Aldrich, a representative from Cottage Hospital, had sent requesting to speak about current programs at the hospital during Town Meeting. After a brief discussion, it was decided that having a guest speaker at a regular Board of Selectmen's meeting would be more appropriate than during Town Meeting.

Chairman Stubbings stated that he has received an IT update from Stan Eckel regarding the town office computers. The email was forwarded by Jen Rugar so that the other BOS members can be prepared to discuss it during Saturday morning's budget meeting.

Budget- Susan Belyea, Assessing Clerk/Bookkeeper provided Expenditure and Revenue Reports to the BOS for the budget /work session scheduled for Saturday morning.

There was a brief discussion regarding the Department of Labor inspection report and the compliance status of all departments.

Selectman Subject stated that he will be attending the next Upper Valley Ambulance Board Meeting on January 18, 2018.

Wayne Godfrey, Animal Control Officer has submitted the Upper Valley Humane Society contract for review by the Board at their next meeting. Mr. Godfrey also has submitted the annual contract for UVLSRP Hazardous Waste Collection to be reviewed at the next meeting.

Fire Pond maintenance will be discussed at an upcoming meeting when the Fire Department is present.

Minutes from November 28, 2017 were reviewed. Corrections were made. Selectman Subject made a motion to approve. 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 8:05 PM.

Respectfully submitted,

Jen Rugar,  
Administrative Assistant

Board of Selectmen:

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Chairman Stubbings

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Randy Subject

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Donald Mitchell

Approved: 12/21/17