

TOWN OF NEW IPSWICH

661 TURNPIKE RD NEW IPSWICH NH 03071

603-878-2772



MINUTES of the draft BOARD OF SELECTMEN MEETING

Tuesday
October 29, 2013

Board Members Present: George Lawrence, Chairman, Michael Conlin and Benjamin Cargill
Also present was Town Administrator Roberta Fraser

1st Order of Business: Call the Meeting to Order

The meeting was called to order at 6:30pm with the Pledge of Allegiance.

2nd Order of Business: Appointments

Christine Greenwood, Commercial Loan Officer for the Savings Bank of Walpole, addressed the Board with the documentation to sign for the TAN for the Town. The note is for \$800k. The Town Clerk, Treasurer and Board of Selectmen signed the documents and then Christine gave the check to the Treasurer. The Board thanked Ms. Greenwood.

Selectman Cargill ***made a motion*** to approve the minutes of Oct 22, 2013. Selectman Conlin seconded it. Motion carried.

The DRA has set the unofficial tax rate for the town. Roberta has the capability to change the tax rate spread sheet based on what the Board decides to use from the unassigned fund and what amount they put in the overlay to cover abatements. There is currently \$1,293,889.00 in the unassigned fund. Roberta has printed various tax rate spreadsheets using different amounts from the unassigned fund and putting \$10k in the overlay. The board discussed the various rates and the impact on the tax rate will be using different amounts from the unassigned fund balance. Chairman Lawrence explained to the Board that a previous Board ***made a motion*** to not go below \$1,000,000.00 for the unassigned fund balance. Selectman Conlin ***made a motion*** to rescind the previous motion made by a previous Board regarding keeping the unassigned fund balance at \$1M. Selectman Cargill seconded it. Motion carried 3-0.

Selectman Cargill ***made a motion*** to reduce the unassigned fund balance to \$800K, using \$492,889.00 to offset taxation. Selectman Conlin seconded it. Motion carried 3-0.

Chairman Lawrence ***made a motion*** to approve \$10k for the overlay account. Selectman Cargill seconded it. Motion carried 3-0.

3rd Order of Business: Business

Mary Fortier, volunteer at the Green Center, addressed the Board and discussed the need for more room at the Green Center. Mary and the other volunteers, Elaine Danisienka, Pam Eastman,

Jeanne Cunningham and Tina Somero, are requesting to use more space in the highway garage where part of the Green Center is housed. They would like to extend the area back by approximately 20 ft. Mary has spoken with Peter, DPW Director, and he is not opposed to it. After thanking the volunteers and commending the work they do at the Green Center the Board discussed this request. The Board is in favor of the request and Selectman Conlin offered more space if they needed it. The area they are requesting will have to be cleaned out, as there are things stored in that area. They would like to move things in over Veteran's Day weekend. Jim Hicks, Emergency Management Director, has two trailers there that need to be moved and Dave Leel, Fire Chief, will have to move his stuff also. They will be contacted to clean the area out. After further discussion the Board concurs that the Green Center space can be increased by 20ft in the area they are in now.

Chairman Lawrence announced that the Town Office and the Police station will be open on Halloween from 5-7 for trick-or-treating and everyone is invited to stop in and get a treat and visit.

Chairman Lawrence informed the board that he went to the park with the DPW director and Park & Recreation Director Eric Maxwell and they looked at the telephone poles that were donated to hang the baseball net up with. They will not work and Peter has received a quote from Cheshire Fence Co for galvanized posts and turnbuckles plus hang the netting and supply the clips. The quote is \$2700.00. The board discussed this and would like more information regarding what is proposed and Roberta will get the information from Peter.

There is correspondence from Donald Lyford from the NH DOT regarding the Highbridge replacement that will begin in 2014. The DOT would like to know how the Town would like the end of Ypya and Mill Street to be treated after the temporary detour is removed. The DOT will be installing standard guardrail and would like to know if the Town would like a fence also. The Board will read his correspondence and make a decision next week.

There is a shoreline protection application that the board reviewed. The property is located on Country Rd.

Mr. Jason Somero addressed the board and asked why there were lines painted on the roads that were recently paved when there aren't any lines on the other Town roads. He feels it is a waste of money and the money could have been used somewhere else. Selectman Conlin disagreed with him and explained that it is for safety reasons the lines were put there. It is easier to see the road boundaries at night with the lines and makes it easier for high school students and students taking drivers education. There is further discussion regarding the lines and a budget discussion in general.

Selectman Conlin announced that there are basketball participation sign-ups being held on Saturday from 10-12 at the Boynton school cafeteria.

The Board approved and signed the A/P's manifest and payroll

4th Order of Business: Any other Business

Roberta discussed with the Board the procedure in which the department heads present their budgets to the Financial Advisory Committee. At the meeting held on Monday evening the FAC discussed the Police Department budget. There was a long discussion held and then the FAC made some recommendations for changes to the budget and asked Chief Carpenter to make those changes and relook at his budget and see where else he can cut expenses and then bring it back to the committee at another meeting. Roberta would like to see a different procedure, the department

head presenting their budget, the FAC discussing it and making their recommendations and then the BOS making the final decision on what the budget will be. Her reasoning for this is that if the department head makes changes to their budget based on FAC recommendations and then presents it again as their budget it does not accurately reflect what the department head feels is needed to run his department. It is not up to the department head to make changes based on FAC recommendations. FAC should vote on the changes they are recommending and then it goes to the BOS for approval or not. This will also alleviate time spent with the budgets at the FAC as the department head is not making changes to the budget and coming back to the committee again. All the recommendations from the FAC are documented in the minutes and the BMSI accounting system has the capability to have each individual request documented, dept. head request, FAC recommendation, BOS recommendation and then town meeting vote. Chairman Lawrence agreed that the procedure Roberta recommended is how it should go but it has never been done that way. The Board is in favor of that procedure and agrees that the department head will not change their requested budget after it is submitted to the FAC. The changes will be made by Roberta in the accounting system and then presented to the BOS as the FAC recommendations.

5th Order of Business: Adjournment

Selectman Conlin ***made a motion*** to adjourn. Selectman Cargill seconded it. Motion carried 3-0. Meeting was adjourned at 8:45pm

Respectfully recorded,
Roberta Fraser

October 29, 2013 BOS Regular Minutes approved by the Board:

George Lawrence, Chairman

Benjamin Cargill

Michael Conlin