

APPROVED 09/24/2009

At 6:00 pm The Board's meeting was called to order in the basement meeting room at the Fremont Town Hall. Present were Selectmen Donald Gates Jr, Greta St Germain, and Brett Hunter.

Gates moved to enter nonpublic session pursuant to NH RSA 91-A:3 II (c) for "matters which, if discussed in public, would likely affect adversely the reputation of any person, other than a member of the body or agency itself..." St Germain seconded and the vote was unanimously approved 3-0.

St Germain kept notes of the session.

At 7:00 pm Gates moved to return to public session. St Germain seconded and the vote was unanimously approved 3-0.

At 7:05 pm Heidi Carlson joined the meeting. Gates reported on the Board's discussions, which centered on the Town's financial control system over expenditures, given the Board's responsibility in accord with NH RSA 41:9. The Board discussed their responsibility for budgets and in safeguarding taxpayers money and Town records.

Gates reported that St Germain is going to replace him as the Board of Selectmen's representative to the Budget Committee beginning with the meeting next week.

In non-public session, the Board discussed the manifests for 03 September 2009. The Board asked about a check number missing in sequence. Carlson explained that voided checks are given to the Treasurer for storage with all other cancelled/processed checks, and that the Selectmen's Office keeps the duplicate copy (on the old check system); and the bottom stub (with the new check style). The Board noted the missing check # 36195. In reviewing the manifest the Board presented, Carlson explained that when processing vouchers on 09/03/09, Nygren had found she keyed an incorrect vendor, so that check was voided and a new check written to the correct vendor. The voided stub for #36195 was with the voucher for the correct vendor, along with the correct check voucher that had been issued.

To avoid this in the future, the Board asked if a report could be generated to show any voided checks each week. Carlson indicated that this is possible. Nygren will be asked to generate this report each week with the file folder of vouchers (AP); and to ensure it prints out on the PR manifest.

Selectmen explained that they were looking for greater financial accountability as they are ultimately responsible for all of the Town's finances. They requested a meeting with the Treasurer to discuss financial questions and reports on a monthly basis, such as bank statements.

The Board requested that Kimberly Dunbar, the Town's Treasurer join them for the Public Hearing on Thursday September 24, 2009 and to meet with the Board to review the financial reporting and safeguarding, as well as her budget request for 2010. St Germain asked for a detailed rationale submitted with the budget figures, outlining the Internet reimbursement practice; and the planned expenses for 2010.

There was discussion about the safety of the Town's records and how Dunbar does the on-line banking.

Selectmen asked if the audit report has yet been received from Paul Mercier, and it has not. Carlson will contact him tomorrow to see about the final report being issued. Selectmen asked about the Auditor's recommendations and Carlson indicated that there is always a "management report" to the Board of Selectmen contained in the audit which contains recommendations for improvements within the financial structure of the Town.

Road Agent Guerwood Holmes and Police Chief Neal Janvrin came into the meeting at 7:15 pm, as well as NH Snowmobile Association (NHSA) Representatives Roger Wright and Craig Mayo. All had been waiting for the conclusion of the Board's nonpublic session.

Holmes had planned to present his budget this evening, but it was clear that the 15 minutes prior to the Public Hearing would not be sufficient time, and Holmes also expressed discomfort doing it with an audience. Holmes said he knew it was a public meeting, but preferred to reschedule when there was not a Public Hearing pending.

Carlson indicated that she had met with Holmes yesterday to review some pending matters. As a result, the log requested by St Germain for the Highway Department truck maintenance had been generated and was in the truck. There will be some updates to it, and Carlson had reviewed invoicing to get the past several months of fuel information as well as mileage from recent service slips; as well as Holmes providing the current mileage. There was some discussion about how to track maintenance for the Town's records, for better accounting of fuel and maintenance items. St Germain said that the Police Department had a good program for this, which Chief Janvrin described. It is part of the Department's IMC Reporting software.

In response to another email received from Cindy Grasso, the Board asked Holmes about the paving work done in early August on Beede Hill Road near the Epping line. Holmes explained that it had been done with a paver and a roller which were contracted out. He said he had reviewed a few safety concerns in Town, and fixed this area because it was rough and had deep ruts in it. He said that sometimes a shim coat "drags" and doesn't get as thick as a full pavement overlay. He said it is somewhat noisier but it is smoother. Given the current budget, he said there are no further plans this year to do additional work. The Board did suggest that if the Grasso's wanted to meet with the Board that they could schedule an appointment.

Carlson advised that Mr Nicolazzi from 61 North Road had been to the Selectmen's Office this week expressing concern that the North Road barricades have been stolen again. Holmes is planning to replace them, as well as install a sign in advance of the area warning of a low shoulder.

Holmes indicated that he had spoken with his insurance agent today and that they told him that the Miller's insurance company (Central Insurance) had given the Miller's a check for \$5,000 for damage to the wall. It is also reported that the Miller's insurance company (or their representative/adjustor) has indicated that the Miller's own the stonewall.

Holmes said his insurance company said there is no proof that the Miller's own the wall, because there is no documentation to prove ownership by the Millers.

Holmes said that Charles Bolduc and his partner submitted a proposal for \$7,000 and had talked with the Miller's about it. Holmes advised that his insurance company has indicated they will pay the Town of Fremont \$3,500 this week and will pay Central Insurance the other \$3,500. He said that Sheila at Demeritt Insurance is the person handling the claim for his insurance company.

Selectmen said they wished to contact the Miller's insurance company to ask them what the Millers were actually paid toward the repairs.

Holmes asked Carlson to let him know when the Town gets the insurance check, so that he can inform his insurer that the Town has received it.

Selectmen want to send the homeowners a letter inquiring about the sum received for the repair of the wall and let them know the Town has received a sum, and ask what the schedule is to get it repaired.

Selectmen said it is incumbent on the Miller's and the Town to get the wall repaired with the funds received and the Board expressed a strong desire to get it done prior to winter.

Janvrin advised Holmes that the Police Department has recently received restitution for damaged signs. This will be returned to the general fund.

St Germain asked Holmes if North Road was a no thru trucking road, and he replied that it is. She questioned if it was properly posted as such, and he said it is, located at the Beede Hill Road end and at the Route 125 end.

Holmes rescheduled his budget meeting to 7:00 pm on Thursday September 24, 2009. Holmes left the Board's meeting at approximately 7:35 pm.

At 7:35 pm Selectmen opened a Public Hearing to discuss the annual Grassdrag event held at the Peterson property on Martin Road. Present were Police Chief Neal Janvrin, NHSA Representatives Roger Wright and Craig Mayo; Albert Peterson, Scott and Brenda Barthelemy, Dan and Deb Costello, and Joel Lennon representing the Fremont Fire Rescue Department.

Roger Wright began by saying they were finalizing the details for the 2009 annual event. He referred to the 2008 and 2009 maps, which had been sent to all abutters. He said that there will be additional parking; they will open at 10:00 am on Friday instead of noon; and they will have a vintage antique area. He said there is some confusion about their earlier statement that they have eliminated the NHSA campground. He said they have not eliminated the campground, but it was inside the map on the lower right, and it has now been moved to an area which was already vendor camping. He said that the camping is still in there, but they have moved that particular camping area.

Wright explained that they have had problems in the past with people coming in on the rail trail. When they start parking on the North side, people start to sneak in the back end. Some are sneaking in, and some just think it is the way in. He said this year they will allow them to come down there as an entrance. He said they have permission from Chris Gamache at NH DRED, and will be better able to control people coming in that way.

Chief Janvrin said they have worked out any issues with them using the rail trail as an access point.

Wright said he was looking forward to the event, excited to see it go ahead. He said he has worked closely with safety services on any past issues. He is meeting with Fire Chief Butler on Monday next week, to review further details from that perspective.

Janvrin said there is a pretty good traffic plan in place. When the traffic gets heavy, Martin Road becomes one way, beginning at the intersection of North Road and Martin Road, and continuing to the Epping town line.

It was mentioned that a new cemetery expansion has been built and Janvrin asked how they will maneuver around this, as it resulted in losing an exit from the parking lot. Wright said for this year they are using the exit that goes thru the center of the Cemetery. For future years their plan is to move it so the main gate will move up. Traffic flow will remain the same, just a different location.

Janvrin expressed concern that the fence around the camping area is gone. Wright said they are currently researching their options, and stated that there will be a fence there of some variety. It may not be fixed, (this is a long stretch of some 900 feet) as there is a lot of work involved in replacing it. Some type of temporary (or other) fencing will be in place.

Hunter asked if there was any different way of getting people in there faster, mainly concerning the back up of traffic to the Route 101 off-ramps in Epping. Janvrin said that last year was a great improvement over prior years, and that there had been a definite lack of help, moving through a record number of attendees. Wright said he was addressing the need for additional staff help, and that they have done things to rectify that problem, including offering incentives to get workers. Next week, if they still need additional help, they are planning on going "outside the box" to get more workers for the event.

Janvrin said the problem is getting the cars off the road and into the parking lots quickly. Janvrin said that more parking lot attendants are needed. Wright said that there is more help planned. He also said formerly that the openings to the back parking lots were much narrower, and they are wider this year, as limbs have been trimmed back.

Wright said he believes they have a much better plan this year than last. The same plan exists for exiting. This is different because vehicles start trickling out and are not as rushed as those coming in. St Germain asked about gridlock on Route 125, which can be an issue. Janvrin said they are not going to wait until there is an issue, they will adjust traffic patterns before it becomes a problem. St Germain asked about the end of North Road being in Brentwood, and whether it required a Brentwood Police response. Janvrin said that only one year for an exit someone had to be out there, and that there are Brentwood Police Officers involved in assisting Fremont with this detail.

Dan Costello said they look forward to the Grassdrags every year, but said they had a particular problem last year trying to get out of their driveway. Deb Costello said that she has never had a problem before and could not find Chief Janvrin, thus they had trouble rectifying it. Janvrin apologized and said that this would have been an error on his part, and assured the Costello's that they would receive a card with direct call information. (He gave the Costello's his number this evening).

Janvrin said that they have telephones at the Command Post and those numbers are specifically distributed to neighboring residents to use if they have any problems during the event. Janvrin said the Command Post is manned all the time the drags are open, generally 9:00 am to 7:00 or 8:00 pm. All residents will have that direct contact to the Command Post.

Scott Barthelemy said that he thought using the rail trail would be a good idea and that it will work well.

Janvrin said that there are so many cars and so many pedestrians that there is some havoc for a while as it gets underway.

St Germain asked about alcohol, and whether they are allowed to drink inside the event. Janvrin said it is carry-in only, and further said that there are very few problems involved with it. Back some years ago, a former organizer tried a beer tent and that did not work well because if you sell it there, they have to keep it in the tent. People wanted to be able to walk around the event, and the tent was a failed idea.

It was stated that the campground area has, in previous years, gotten rowdy later in the night. Last year the Police Department clamped down on the rules and was given the authority to issue an eviction by the organizers. Wright said he hopes this will lead it toward a family-oriented event. Janvrin said the difficulty in controlling the campground is because it is rented space. When the area gets rowdy the

Police get involved. As other deterrents, they have additional lighting. The Fire Department has also been called to extinguish campfires after the allowed hours.

Wright said that last year there were 30,000 in attendance over the span of the event.

St Germain asked about the event, and Wright offered that she could attend if she would like. It was indicated that she should go and view it if she wanted to. Others said it is quite a sight to see.

There were no further comments from the Fire Department, abutters, or the Peterson / Barthelemy family. The follow-up meeting to review the event was set for 7:30 pm on Thursday October 22, 2009.

At 7:55 pm the Grassdrag meeting came to a close and the attendees left the building.

At 8:00 pm Selectmen began working on budgets. Carlson distributed updated copies of the spreadsheet for 4442 – Welfare.

In conjunction with the Selectmen's portion of the Executive budget, which was also distributed this evening, Carlson talked with the Board about picking a dollar stipend to be associated with the welfare administration (such as \$1,000) and combining it with the job description of the Town Administrator, to save an approximate \$1,500 in the Executive budget. Currently the welfare administration wages are paid out hourly for work done on top of the Town Administrator's regular 40-45+ hour work week. There are two distinct timesheets, one for each and there is no overlap of time. Carlson said she was suggesting this because she is here working anyway, and it would be a way to save the Town the \$1,500.

St Germain asked if the Board could request that the TA salary and Selectmen's clerical line could be unbundled. In light of the current discussion, she suggested that the TA/ Welfare Director salary be combined to one line and the Clerical wages in a separate line. Carlson will unbundle these items, with numbers as close as possible to wages in prior years. Both Carlson and Nygren (the Selectmen's Office part-time clerical employee) do other work, including welfare and the Budget Committee clerical work.

There was discussion about how many hours Nygren works and her availability. There was also discussion about cross training Kathy Arsenault to be able to do welfare intakes, as it coincides with what she is already doing as the volunteer coordinator for the Food Pantry. There was discussion about workload and cross training among office staff.

The Direct Assistance budget was reviewed and discussed:

4442 DIRECT ASSISTANCE

The Assistance budgeted is based on 24 cases at an average of \$500-700 per case. The total request is \$19,600 in direct assistance payments. Funds include all statutory payments for housing, food, medical, fuel, and utilities.

\$300 is budgeted for food vouchers, to purchase small amount of food gift cards (usually \$20 or \$25 each) to have on hand (charged back to a particular case as applicable); for emergency situations, walk-ins, and to supplement the non-perishables and dry goods available through the Town's Food Pantry. These are used while Food Stamps applications to NH DHHS are pending, or in an emergency situation. There is \$200 budgeted for gas vouchers, used in much the same way. This would be issued to allow someone to purchase gas to get to the unemployment office, DHHS office, or another place where they needed to apply for benefits.

We added a new line in 2008, #060 for Oil. We were fortunate to pre-buy some gallons with the Town's contract price. These pre-paid gallons are used as needed, with some reserve for oil which must be purchased from other vendors. Including this in the Town's bid pricing has been done for several years, and beginning in 2008 we had an opportunity to pre-pay for half the gallon cost, and the balance would be charged out to each case as it is used. This will hopefully help with the fluctuating cost of fuel oil.

There is an additional \$300 budgeted for administration. Administrative funds cover the cost of the Welfare Director's annual membership in the NH Local Welfare Administrator's Association (\$30); monthly training meetings (attend maybe 3-4 annual depending on scheduling); minor office supply expenses such as paper, stamps, and file folders. This line also covers mileage as needed to training or home visits if necessary.

Given economic predictions and current status of cases, this budget is hoped to be sufficient. The Town is obligated by statute to provide assistance to the needy. If the welfare budget in any given year was not sufficient to meet the statutory obligations, it would have to be taken from another line item. (You can not refuse to pay statutory welfare expenses because you "don't have any budget money left.")

Reductions in social service programs continue, including fuel assistance, currently used by many Fremont clients. We work hard with the outside social service agencies to help reduce the local burden, as well as get as much assistance to those in need as is eligible. We find many people still unemployed and working their way through that assistance system as well.

Fuel Assistance has already begun taking applications; earlier than normal, but grants do not become available until after December 1st. Heating needs prior to grant funds available have already become Town expenses when there are no other alternative resources available.

The difficult economy continues to affect the need for local assistance. Cuts in many state and federal programs are also felt on the local level, as we are where the "buck stops."

TOTAL REQUEST DIRECT ASSISTANCE \$ 19,900

There was discussion about the Town's Welfare guidelines and the application process for local assistance. There was discussion about State and Federal cuts that are reducing the amount of aid available from other outside agencies.

St Germain moved to recommend \$19,900 for Direct Assistance. Hunter seconded and the vote was unanimously approved 3-0.

At 8:35 pm Parks & Recreation Commission members Renee King and Jon Benson came into the meeting to review the 2010 budget proposal. Copies of the budget and an up to date expenditure report were distributed. The budget was reviewed:

4520 PARKS & RECREATION

Wages 1-4520-001

\$19,200

This includes wages for Camp Fremont. The program runs 6 weeks during July and August. In 2009 we had an average of 45 kids per week, or approximately 30 kids more a week than attended in 2008. We contribute this rise to distributing brochures to every student at Ellis School, opening before care at 7:30 am; and a new pricing structure. Camp Fremont employs a Director, an Activities Director and 5-6 counselors. The Director is salaried; with the Activities Director and counselors paid approximately 38 hrs a week plus an additional 17 hours for CPR training and in-service. The Director is responsible for

interviewing and recommending all counselors, creating advertising brochures and press releases, preparing and updating all registration paperwork, tracking all purchases, creating the curriculum and preparing the final report. Wage Break down. Director \$5500. Activities Director \$11.50 to \$12.50 per hour. Five- Seven Counselors at \$8.50 to \$11.00 per hour.

King explained that this had been the best year thus far with income from the program, with \$18,000 in revenue to date. The program had a record number of attendees and had a sliding fee scale to make it more economical for families.

It was explained that the slight overage in the wage line was going to be transferred from the Town events line.

Summer Program 1-4520-002

\$3,950

This will include administration fees. Background checks \$450; First aid and CPR classes for staff \$250; Advertising/Brochures \$150; General Camp Administrative Supplies, printer cartridges, receipt books, walkie talkies and waterproof cases \$250; General supplies: Games \$200; Arts and Crafts \$350; T-Shirts \$700; Food \$300; Equipment \$500; and Speakers \$800.

King said they were now printing brochures for all kids at Ellis School to take home, and that they were also available at Town buildings for pickups. This also covers all of the supplies for the program. Relative to expenditure date, the summer program portion of the budget is almost closed out for this year. There are still a few bills coming in.

The program now must do a more significant (and much more expensive) background check due to changes in the law, and this additional cost is included.

Bus Fee 1-4520-003

\$3,500

This includes bus rental for field trips. Field trips in 2009 were altered to accommodate shorter trips given the increase in cost of busses.

Field Maintenance 1-4520-004

\$15,600

Mowing and Labor 10 hrs week at \$15.00 (26 weeks) = \$3900. Gravel and Loam = \$2500. Fertilizer \$4000. Appurtenances \$2900. Unanticipated vandalism, locksmiths, pumps etc. \$1000. Septic pump out \$300. Tractor Maintenance \$1000.

Administration 1-4520-008

\$ 530

Parks Pass \$200; NH Parks and Recreation Association \$30; Stamps, Copies, Printer Ink \$100; Employment Ads \$200.

Town Events 1-4520-009

\$2,600

This includes events open to the public IE: Spring Egg Hunt \$800; Halloween Event \$800; Memorial Day Parade \$500; and Holiday Tree Lighting \$500; and candy for the Safety Services Holiday Parade.

Field Trips 1-4520-011

\$3,750

This includes the cost of field trips for Camp Fremont. There are two planned two trips per week, one of which is a trip to a State Park or State Beach (on the Parks Pass System).

Playgroup 1-4520-020

\$ 400

Playgroup is for preschool children in Fremont. It's a place to meet and socialize with other mothers and preschoolers here in town. The program typically runs from September to June and is coordinated by a volunteer. Weekly meetings are held at the United Methodist Church on Main Street.

Electricity 1-4520-102**\$1,600**

Annual cost for the meters at the ballfields and concession stand.

TOTAL PARKS & RECREATION REQUEST \$51,130**Projected Revenue****\$20,250**

Income from Camp Fremont 45-55 Campers a week at average of \$75 each; and income from Concession stand rental @ \$500/annual.

There was discussion about the recently submitted FAA list of field improvements. Benson said that some things have been taken care of, and others are being worked on. He said he had briefly spoken with David Richard about the list, and that Benson was getting estimates for the list of items. He said he will get the numbers and information back to the Selectmen for review and consideration. There was discussion about the amount of time and money the Town spends annually on service and maintenance of the fields.

King then mentioned her desire for a warrant article for removal of Playground Capital Reserve Fund monies to purchase a piece of playground equipment for younger children. She was advised she needed to submit a couple of estimates for the equipment, and submit information (including a total dollar amount) for the warrant article as soon as possible. It was clarified that any request to remove funds from Capital Reserve Funds was required to be considered in its own special warrant article.

King then presented a proposal for a shed which is on sale now at Home Depot for 10% off. Selectmen said they did not like the idea of spending \$4,000 for something that will just now fit our needs, and suggested that they get alternative quotes; on something larger that will fit the Town's needs for further into the future.

There was extensive discussion on pricing, timing, and putting together an RFP to put construction of a shed out to bid. Selectmen asked if Jeanne Nygren could work on a draft template and Benson said he would come in and review it with Carlson on Monday.

There was discussion about the FAA request to waive the annual concession stand rental fee of \$500. The improvements list sent to the Commission and the Selectmen's Office by the FAA included a request for the Selectmen to consider no fee in lieu of the FAA performing additional work at the fields.

Benson stated that the electricity costs of running the concession building alone, exceed the amount of money the FAA pays the Town per year.

King added that the FAA does not have as many sponsors as they have had in the past. Selectmen reviewed history of the \$500 fee. It was established because the stand was thought to be a money making endeavor and was a way for the organization who uses the fields to give something back to the community. There was discussion about a lack of FAA volunteers to run the stand and other reports that King and Benson had heard about the financial obligations of the FAA as an organization.

No decisions were made in this matter. Further research will be done and information obtained. Discussion returned to the Parks & Recreation budget for 2010. St Germain moved to reduce wages to \$17,000, summer programs to \$2,700; field trips to \$3,000; bus rental to \$3,000 (later removed from the motion); electricity to \$1,400 basically using the framework of what had been actually spent in 2009. Gates seconded the motion for the purpose of discussion.

King said that more information on the overall program and the costs of busses and each field trip (and the quality of each field trip) would be available once the Camp Director's full rationale and program summary is completed. This will be helpful information for the Board and would be very helpful to the Budget Committee if available soon.

King outlined what the cuts would do to the program for 2010. There was no further discussion. The vote was St Germain - yes; Gates - no; Hunter - no, and the motion failed 2-1. Hunter said the overall budget is down and it is offset by increased revenues, and he was comfortable with it as presented.

Hunter then moved to recommend \$51,130 for the Parks and Recreation budget. This vote was 2-1 with St Germain voting no; Hunter and Gates voting yes.

OLD BUSINESS

1. Selectmen reviewed the minutes for 03 September 2009. St Germain had several changes to propose. The wording of the discussion on the on-going work on the draft personnel policy would be amended everywhere to say "on-going work on our draft personnel policy" to be clear that the discussion is just that, and that it is a working draft for future consideration of adoption, after review by the Town's Legal Counsel.

Some other typos were pointed out in the draft. St Germain also asked that the PTA be referenced without a name of the person she spoke with. She will talk off-line with Ida Keane about getting the PTA and school children involved in the 2010 elections process. The Board indicated that the discussion surrounding a fourth full-time police officer is dependent on activity next year. It is believed that Chief Janvrin's intent is to begin searching for the temporary replacement of Jason Laroche (who will be deployed in August 2010) in the beginning of 2010, so that a person would be trained in time for when Sgt Laroche is deployed.

On page 12, the Board reviewed the minutes related to mileage reimbursement within the Health budget. The Board had agreed to keep the mileage reimbursement rate at \$0.44 per mile.

Additional information will be added to answer the Garden Club questions regarding the ballfields. Carlson had suggested that they walk the fields with Renee King to determine if other trees should be planted, or other landscaping matters should be addressed.

On page 15, there was discussion about how line item transfers would be handled. Gates said that he was not concerned about individual matters being approved ahead of time, so long as Departments discussed budget transfers with the Selectmen, and that the bottom line was not overspent. St Germain felt that these needed to be discussed with the Board in advance and asked what the past policy had been. This led to discussion about how line items are tracked and approved. No final outcome came from the line item transfer discussion, and the Board needs to make this policy decision. St Germain felt that they needed to be approved in advance by the Selectmen. Carlson pointed out that this could delay a payroll, referencing the recent case of the Parks & Recreation summer program, when wages were slightly overspent in the last payroll week of the summer camp program.

With the typos corrected and the additions as outlined here, motion was made by Gates to approve the minutes as mended. Hunter seconded and the vote was unanimously approved 3-0.

2. Hunter offered clarification to last week's discussion about brush and signage issues at Route 111A/107; indicating that it was some brush partially blocking a sign actually on Route 107 headed toward Town at the Danville Road intersection. Hunter will take a photo and send it to be forwarded to

Holmes to see the area. Holmes was present while this was discussed and indicated he had checked both 107/111A intersections and did not see any signs obscured by brush.

3. In response to St Germain's question last week, Carlson had prepared the updated report of debt currently outstanding and a printed copy was in the mail folder. The statutes had also been reprinted in the minutes for last week. Carlson indicated this report is in the annual report, and has been done for the 2009 report and is up on the Town Report 2009 website page.

4. In follow-up to the Sequino abatement approval last week, Selectmen signed a more detailed settlement letter for the NH BTLA. These filings will be made as soon as signed copies can be sent out and returned from the Sequino's.

5. Copies of the public hearing notice for September 24, 2009 have been posted and will be sent out to the Selectmen for reference.

This led to discussion of the bi-annual tax billing issue, which the Board said they were inclined to take to the voters in March.

There was discussion about whether or not it could be done for 04/01/2010 and Carlson thought this was highly unlikely given the recertification, changes to programs to do bi-annual billing, and the short window between the March vote and April 1st. There was discussion about the added costs (Tax Collector's budget and Assessing costs); versus the potential savings in the cost of tax anticipation notes.

NEW BUSINESS

1. Selectmen reviewed the accounts payable manifest \$ 28,859.90 for the current week dated 11 September 2009. Gates advised that if the vendor manifest is more than one page that the Board will sign where indicated and initial on the other page.

The Board also indicated if the manifest goes on to two pages that it needs to be subtotaled on each page. Carlson will pass this information on to Jeanne Nygren to be included in her weekly report generation for the accounting systems.

Hunter moved to approve the accounts payable manifest in the amount of \$28,859.90. St Germain seconded and the vote was unanimously approved 3-0.

2. Selectmen reviewed the folder of incoming correspondence.

3. The following new budgets presented this evening:

- 4130 Executive – Selectmen's Office portion
- 4152 Reappraisal of Property
- 4316 Street Lights

Following the completion of the meeting additional copies of prepared budgets was realized not to have been distributed to each of the Selectmen. Copies of the following budgets were mailed out to Board members on Friday September 11, 2009: 4195 Cemeteries, 4150 Financial Administration – Tax Collector (2 options); and 4150 Financial Administration – Budget Committee, Trustee of Trust Funds, and Audit portion; and 4290 Emergency Management.

4. Louise Hannon called on Wednesday to advise that positive EEE tests had come back in Raymond, Sandown and Danville from mosquito batches on August 27th.

The Board changed the Thursday October 1, 2009 meeting to Wednesday September 30, 2009 to accommodate St Germain due to a scheduling conflict. The Board asked if the Police Chief could come in to do his budget that evening.

5. Carlson advised the Board that she was working on a grant application on behalf of the Energy Committee to the NH Municipal Energy Assistance Program. This would potentially assist the Town and the Energy Committee further in their endeavor to complete building audits, some policy review work, and inventory. The application must be signed by the Selectboard's Chairperson once completed. The Board supported the application moving ahead.

NEXT WEEK

The Budget Committee meets on Wednesday September 16, 2009 at 7:00 pm. Gates and St Germain are both planning to attend. The Fire Rescue Department budget is on the agenda at 7:00 pm.

The next regular Board meeting will be held on Thursday September 17, 2009 at 6:00 pm.

With no further business to come before the Board, motion was made by Hunter and seconded by St Germain to adjourn the meeting at 11:25 pm. The vote was unanimously approved 3-0.

Respectfully submitted,

Heidi Carlson
Town Administrator