

Board of Selectmen Minutes

Meeting October 3, 2011

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A meeting of the Board of Selectmen was held on Monday, October 3, 2011 at the Town Hall.

Present for the Board: First Selectman Kate Donnelly, Selectman Roger Dionne, Selectman Mike Chapel

Staff Present: Liz Stillman, Recording Secretary

Item 1: Call to Order: First Selectman Donnelly called the meeting to order at 7:30pm.

ITEM 2: Additions to the Agenda

none

ITEM 3: Audience for Citizens

Kathy Newcombe inquired about the Animal Control Officer item agenda item.

Dayna McDermott-Arriyola spoke regarding replacing the "Vote Today" signs and mileage reimbursement.

Linda Gorman spoke about the public works overtime topic that was discussed at the September Board of Selectmen meeting.

ITEM 4: Approval of Minutes

MOTION: Selectman Dionne moved to accept the minutes of the September 6, 2011 Board of Selectmen meeting as written. Selectman Chapel seconded. All in favor; motion passed.

ITEM 5: Liasion Reports

- A. D-11 Board of Education
- B. Hampton Board of Education
John Burnham gave an update: Marsha Wilhoit resigned as superintendent for the Hampton Elementary School. The BOE is looking for an interim superintendent, and plans to start a formal process for a more permanent position by the end of the month.
- C. Fire Department
- D. Ambulance Corp

ITEM 6: Communications

None

ITEM 7: Financial Report

Selectmen reviewed the Financial Reports submitted by the Treasurer.

ITEM 8: Tax Collector Report

First Selectman Donnelly read the tax collector's report.

- A. Refunds

MOTION: Selectman Dionne moved to approve requested refund of \$117.10 Selectman Chapel seconded. All in favor; motion passed.

ITEM 9: Appointment(s)/ Term(s)

MOTION: Selectman Dionne moved to appoint Perry Matchinis to IWWA for a term ending November 6, 2012. Selectman Chapel seconded. All in favor; Motion passed.

ITEM 10: September Minutes for Review

Selectmen reviewed the minutes submitted.

ITEM 11: Old Business

- A. Discuss and Act on Contract for Town Engineer

The Town is using WINCOG, with input from Martha Frankel, to find a suitable Town Engineer. Nathan Jacobson & Associates was chosen as a Town Engineer to use if needed. This information will be passed

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along to the Planning and Zoning Commission, this commission has a line item in their budget for a Town Engineer.

Selectman Dionne suggested considering adding a line item for the Town Engineer in the general budget, and asked about additional liability insurance that may be required.

MOTION Selectman Dionne moved to establish a contract for a Town Engineer through WINCOG with Nathan Jacobson & Associates, effective August 1, 2011. Chapel seconded. All in favor; motion passed.

B. Discuss and Act on paving of Estabrook Road

First Selectman Donnelly indicated that she would be looking into allocating LOCIP money towards Estabrook Rd for paving.

C. Town Garage Update and Open House

Open house is Saturday October 8, 2011 from 11-1pm. Currently, testing the generator, alarms and other systems is taking place prior to move in.

D. Discuss Animal Control Officer position

First Selectman Donnelly indicated that the Board of Selectman had considered going in with NECCOG if accepted and if Chaplin was in agreement- NECCOG didn't responded to the Town of Hampton, and it was brought forth by the Chaplin Board of Selectmen that their facility may not be able to handle two more towns.

Jane Scanlon has resigned as Animal Control Officer, and her assistant, Michael Fayne has taken on the job on a temporary basis.

First Selectman of Chaplin, Bill Rose and First Selectman Donnelly are working together to get a permanent position filled.

E. Discuss Tropical Storm Irene impact

First Selectman Donnelly is meeting with FEMA tomorrow morning, to go over the paperwork for reimbursement for money spent on the storm.

Met with representatives from the Ambulance Corps, the Fire Department and the Emergency Management Coordinator to debrief- actively looking towards changing the plan to be more "Hampton Friendly" while still complying with the state guidelines.

ITEM 12: New Business

A. Welcome Jane Cornell as Municipal Agent for the Elderly and review position

Ms. Cornell has been appointed as Municipal Agent for the Elderly. Selectmen reviewed Ms. Cornell's resume and the position.

B. Discuss and Act on Liability Insurance coverage limit

First Selectman Donnelly met with CIRMA for their annual review, CIRMA indicated that the town could possibly be underinsured and perhaps the town might want to increase liability limit on policy from one million dollars to two million.

Selectman Chapel suggested talking to the auditor and see what they thought about the coverage. Will discuss further next month.

C. Discuss regional grant for equipment opportunity

Selectmen reviewed a grant opportunity for purchasing equipment to share with other towns- State covers 30%, towns covers 70% of the cost of the equipment.

A bucket truck and road sweeper were suggested.

Application is Due December 31st

ITEM 13: Audience for Citizens

Selectman Dionne announced a Flu Shot Clinic to be held October 12th, from 1-2:30PM in the Community Room at the Town Hall.

First Selectman Donnelly reported DirectEnergy issued a check for \$851.62 to the Town.

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Ed Burchfield spoke about the town engineer contract. Mr. Burchfield also asked if the phone number would remain the same for the Animal Control Officer. First Selectman Donnelly indicated that it would.

Alan Cahill asked about the Town Engineer contract and also commented on the radiant heat flooring in the town garage.

Penny Newbury about the Town Engineer. Ms. Newbury also stressed the importance of documenting the shared responsibility of maintenance on the equipment.

John Gorman asked if there was a restriction on whether equipment needs to be new or who it's bought from.

ITEM 14: ADJOURNMENT:

MOTION: There being no further business for the Board to discuss at this special Board of Selectman meeting, Selectman Dionne/Chapel moved/seconded to adjourn at 8:05pm; all in favor.

Respectfully Submitted,
Elizabeth Stillman
Recording Secretary