

SELECTMEN'S WORKSHOP
Minutes of 3/19/07
4:00 p.m.

Selectmen:

Frank Michel, Vice Chairman
Peter Brothers
Bob Flanders
Miller Lovett
Colette Worsman

Town Manager:
Recording Clerk:

Carol Granfield
Karin Landry

The Workshop was opened by Frank Michel, Vice Chairman, at 4:00 p.m.

W 07-04 Board of Selectmen Organizational Workshop

Election of Vice Chair

Miller Lovett moved that Frank Michel be elected as Chairman of the Meredith Select Board. Seconded by Peter Brothers.

Selectman Michel indicated that he has the time and inclination to act as Chair. He hopes to see the Town Manager and Vice Chair more actively involved in the process. .

4-0-0 (Frank Michel abstained). Motion passed.

Miller Lovett moved that Peter Brothers be elected as Vice-Chairman. Seconded by Bob Flanders. All in favor. 5-0. Motion passed unanimously.

The Chair will strive to run efficient meetings while taking into account diverse opinions and listening fairly. He would like to bring back the use of a project sheet on at least a monthly basis.

Board & Committee Representatives

- **Planning Board:** Colette Worsman expressed a desire to continue as the Board's representative on the Planning Board. The Board agreed that Bob Flanders should step down as an alternate on the Planning Board and serve as the alternate Selectmen representative.

Peter Brothers motioned that Colette Worsman be appointed as the Selectmen's representative and Bob Flanders as alternate representative on the Planning Board. Seconded by Miller Lovett. All in favor. 5-0. Motion passed unanimously.

- **Transportation Advisory Committee/DOT Project Advisory Committee (PAC):** Frank Michel wishes to continue as liaison to the Transportation Advisory Committee and the DOT Project Advisory Committee.

Bob Flanders motioned that Frank Michel stay on the Meredith Transportation Advisory Committee and the DOT Project Advisory Committee. Seconded by Peter Brothers. All in favor. 5-0. Motion passed unanimously.

- **Capital Improvement Program (CIP):** Miller Lovett enjoyed taking on this assignment last year. Peter Brothers served as an alternate. Both expressed a desire to continue.

Colette Worsman motioned that Miller Lovett be appointed as the Selectmen's representative and Peter Brothers as alternate representative on the Capital Improvement Program. Seconded by Bob Flanders. All in favor. 5-0. Motion passed unanimously.

- **Parks & Recreation Commission:** Frank Michel does not wish to continue as a representative on the Parks & Recreation Commission. Bob Flanders volunteered to assume the responsibility.

Colette Worsman motioned that Bob Flanders take the assignment of Parks and Recreation Commission member. Seconded by Miller Lovett. All in favor. 5-0. Motion passed unanimously.

- **Greater Meredith Program Committees: Economic Development, Design Committee:** Jeanie Forrester of the Greater Meredith Program indicated that the Program likes to have a Town representative but the representative does not have to be a Selectman. Carol Granfield, John Edgar and Miller Lovett are currently serving on the Committee. Dialogue ensued regarding a perceived ethical issue surrounding Miller Lovett serving on the Committee. The Board was in agreement that there is no conflict of interest in Miller serving on the Committee. Selectman Lovett told the Board that there is room on the Board for John and Carol if the Town would like to have them participate.

Colette Worsman motioned to allow Miller Lovett to accept the assignment for the Greater Meredith Program Economic Development and Design Committees. Seconded by Peter Brothers. All in favor. 5-0. Motion passed unanimously.

- **Village Greenway Committee:** The Village Greenway Committee was established and a charge was made but a Chair was never appointed and no action was taken. Frank Michel directed the Town Manager to write a letter to the Committee to let them know the Board embraces the concept. He asked her to report back to the Board with an update and status.

- **Waukewan Watershed Advisory Committee:** Bob Flanders volunteered to take on the assignment as liaison to the Waukewan Watershed Advisory Committee.

Miller Lovett motioned to appoint Bob Flanders as the Selectmen's representative to the Waukewan Watershed Advisory Committee. Seconded by Peter Brothers. All in favor. 5-0. Motion passed unanimously.

Dialogue ensued regarding the importance of Board representation on this committee and Peter Brothers indicated that he is willing to serve as an alternate on the Committee in order to become better acquainted with it.

Miller Lovett motioned that Peter Brothers be appointed as alternate representative to the Waukewan Watershed Advisory Committee. Seconded by Bob Flanders. All in favor. 5-0. Motion passed unanimously.

The Chair asked Bob to get an update on the Committee as soon as possible and report back to Board.

- **Fire Station Building Advisory Committee:** Peter Brothers indicated a desire to continue as the Board representative on the Fire Station Building Advisory Committee.

Bob Flanders moved that Peter Brothers continue as the Selectmen's representative on the Fire Station Building Advisory Committee. Seconded by Colette Worsman. All in favor. 5-0. Motion passed unanimously.

- **Trustee of the Trust Funds:** Miller Lovett requested that he be appointed liaison to the Trustee of the Trust Funds.

Colette Worsman recommended that Miller Lovett be the Board's representative for the Trustee of the Trust Funds. Seconded by Peter Brothers. All in favor. 5-0. Motion passed unanimously.

The Board discussed the formation of a general benefit committee that will address personnel and benefit matters. Colette Worsman will work with the Town Manager on a draft regarding the formation of the committee that will be presented at the next Board meeting. The Board stressed the importance of employees being fairly represented in a fair and open process.

Board & Committee Appointments:

The Town Manager will obtain an application for each reappointment as well as a recommendation from the department head or chairman. Miller Lovett asked that the public be informed about the appointments so they can apply if interested.

Calendars/Meeting Schedules/Workshops:

The Board discussed the upcoming calendar. In an ongoing effort to be transparent, all meetings will be televised. The Board will meet on the first and third Monday of the month at 5:30 p.m. The Board will hold workshops on an as-needed basis at 4:00 p.m.

The Conservation Commission will present a time sensitive 53-acre conservation easement to the Board on April 9 at 5:30. The easement is currently being reviewed by the Town attorney.

The press posed a question regarding the staffing issue at the Community Center and dialogue ensued regarding the matter. The Town Manager asked the Local Government Center for an opinion in writing that what occurs at the Town Meeting is advisory and the Board is not held to it. The Chair believes the people spoke and the position should be full time as of April 1. Bob Flanders agrees that the change should be instituted but cautioned that the Board take a firm position so that this is not the norm instead of the exception. Selectman Brothers pointed out that representation at Town Meeting was limited. He expressed concerns in setting a precedent by allowing department heads to dictate the allocation of their budget and feels it is the Board's responsibility to represent the Town in its overall best interest. Colette Worsman was in agreement and thinks the Board should be looking at the bigger picture. Selectman Lovett believes the voters authorized the change at Town Meeting and the Board should listen to a department head that comes in with several versions of the budget. He is in favor of the change effective as of April 1. The Chair pointed out that the Parks & Recreation Department is one of the few departments that can generate offsetting revenue and that the position goes a long way to having a team that can efficiently run the organization and offset expense. The Board will review counsel's letter and the department head's budget on March 26 at 5:30 p.m.

In an effort to schedule fewer meetings, the Chair asked each Selectman to identify three workshops that they think need to take place in the next three months. Selectman Lovett would like to see discussion of the budget on the table as soon as April or early May. This will allow the department heads to get involved early in the process. Chair Michel would like to have a discussion of the Town Meeting while it is fresh in the minds of the Board. He thanked the staff for the time and effort that was put into the budget this year.

Town Manager Information – Goals, Project Summary, Pending Items:

The Town Manager was invited by Granite State Rural Water to attend a two-day event in Washington, D.C. at no cost to the Town. Although concerns were expressed about her being away for a few days, the Board was in general agreement that Carol should attend. Also, the Town Manager will serve on a panel that will assist the Town of Bristol in making an appointment of a Town official. Carol set forth pending items that warrant scheduling at a regular meeting or workshop. She presented a letter drafted by John Edgar to the Lakes Region Planning Commission for the Board's review and the Chairman's signature. It addresses the Ten-Year Plan Projects including US 3/Rt. 25 Transportation Planning Study, NH Route 104, NH Route 106 and the Meredith Center Road Intersection Improvements.

Peter Brothers motioned to adjourn the meeting at 5:50 p.m. Seconded by Bob Flanders. All in favor. 5-0. Motion passed unanimously.

Respectfully submitted:

Carol M. Granfield, Town Manager

Frank S. Michel, Vice Chairman

Karin Landry, Recording Clerk

Peter F. Brothers

Bob Flanders

Miller C. Lovett

Colette Worsman