

BOARD OF SELECTMEN MEETING
Minutes of 12/1/08
5:30 p.m.

Selectmen:

Peter F. Brothers, Chairman
Miller C. Lovett, Vice Chairman
Robert C. Flanders
Charles G. Palm
Colette Worsman

Co-Interim Town Manager:

Brenda L. Vittner

Recording Clerk:

Karin Nelson

Call to Order: Chairman Peter Brothers called the meeting to order at 5:30 p.m. He introduced the Board, Interim Town Manager, and the Recording Clerk.

ACCEPTANCE AND/OR CORRECTION OF MINUTES:

08-086 Minutes of November 10 Workshop, Minutes of November 17, 2008 Regular Meeting and Non-Public Meeting

Selectman Worsman motioned to accept the minutes of the November 10, 2008, November 17, 2008 Regular and Non-Public Meeting. Seconded by Selectman Palm. 5-0. All in favor. Motion passed unanimously.

INTERIM TOWN MANAGER'S REPORT:

Co-Interim Town Manager Brenda Vittner presented the Report.

- Tax bills went out on November 28th and will be due on December 29, 2008.
- The Holiday Open House will be held on Sunday, December 7th from 2-5 p.m. at the Meredith Community Center. At 2:30 p.m. the Town will recognize Charlie Chatterman for his contributions throughout the years. At 5:00 p.m. at Hesky Park there will be a visit from Santa followed by the annual tree lighting at 5:30 p.m.
- Ms. Vittner will be at the PELRB hearing on Wednesday, December 3rd at 9 a.m.
- The Town received a copy of a letter from Lakes Region Mutual Aid advising that, due to the feedback that they have received, they will restore the full department request for 2009. 2009 will be a transitional year and the last year that they will run the costs through the County taxes.
- Ms Vittner presented the Board with a rough draft of future meeting dates to be discussed at a later time.

- An Employee Training Day will be held December 15th at the Community Center to train employees on the computerized time management system to be implemented by ADP starting January 1st. Therefore there will be no regular meeting on the 15th because the training is an all day event using meeting rooms B & C. Carrie Compton has also organized an employee day for employees who are attending the training to have the opportunity to visit with representatives from a variety of companies such as LGC, MVSB, Verizon, Aflac, Fitness Edge and others. This will give employees the opportunity to ask questions about open enrollment, direct deposit and other issues.
- Discussion ensued regarding the budget meeting calendar. Ms. Vittner noted that it is not necessary to complete all of the meetings in one week. Ms. Vittner is open to discussion on the budget meeting schedule. As in the past, workshops will take place at the Town Hall Annex.
- On December 22, a Workshop and a Regular Meeting will be held as there are several items that require attention at the Workshop.
- Ms. Vittner informed the Board that Jim Commerford has been asked to review the net assessed values of the surrounding communities because Meredith was one of the only communities to show a slight increase. Mr. Commerford commented to Ms. Vittner that the bulk of the increase was due to pick ups, not an update. Mr. Commerford has requested the opportunity to update the Board regarding the outlook for 2009 at a workshop. Ms. Vittner added that the net assessment update from Jim should occur prior to budget deliberations. The Board came to a consensus that they would meet on December 8th to discuss the assessment update, budget and future meeting schedule.
- Selectman Flanders asked Ms. Vittner if the budget information will include a revenue projection. Chairman Brothers agreed, stating that revenue projections are important because a decrease is likely. Ms. Vittner advised that revenue projections would be included in the budget information.
- Selectman Flanders thanked John Edgar and Brenda Vittner for providing the employee day so that employees can better understand the benefits that are available to them. Ms. Vittner informed the Board that employees can now access benefit information online through the Town website.

VISITOR'S AND RESIDENT'S COMMENTS:

None

SELECTMENS COMMENTS:

Selectman Flanders commented that the Planning Board is meeting to consider amendments to the Zoning Ordinance.

Ms. Vittner told the Board that the Water Study Committee has developed a survey which has been included on the back of this quarter's Water and Sewer Bills. She encouraged all residents to complete the survey.

Selectman Palm reported that the fire station is on time and under budget. The air compressor and some items from storage will be moved into the station in approximately one to two weeks. Administrative offices will also be moving in within a couple of weeks. The Department plans to seek a temporary occupancy permit for the Administrative offices. Demolition work will begin on the old section once it is vacated. Selectman Palm advised that there has been some discussion about a parking restriction on Oak St. during the winter to better facilitate snow removal at the back of the fire station.

OLD BUSINESS:

None

NEW BUSINESS:

08-87 Public Hearing – Acceptance of Gifts, Grants and Donations per RSA 31:95-b III (a)

Selectman Lovett motioned to open a Public Hearing on Acceptance of Gifts, Grants and Donations per RSA 31:95-b III (a). Seconded by Selectman Palm. Chairman Brothers declared the Public Hearing open at 5:50 p.m.

Brenda Vittner introduced the matter.

RSA 31:95-b requires a Municipality to legally accept funds whether as a gift, grant or donation in amounts over \$5,000 at a public hearing. Hannaford in Meredith donated \$2,000 for the Fire Department to purchase video equipment for preplanning, training and investigation. The New Hampshire Electric Co-op foundation granted the Meredith Conservation Commission \$10,000 to support the Campaign to Save Page Pond and Forest.

Chairman Brothers opened the floor to the public for comments. There were no public comments.

Selectman Worsman asked Fire Chief Ken Jones to comment on the grant. Chief Jones told the board that the grant funds would be used toward video equipment that will help the Department to critique fire scenes to better train fire fighters.

Selectman Flanders made a motion to close the public hearing at 5:56 p.m. Seconded by Selectman Lovett. 5-0. All in favor. Motion passed unanimously.

Selectman Flanders motioned to accept Gifts & Grants per RSA 31:95-b in the amount of \$12,000. Seconded by Selectman Worsman. 5-0. All in favor. Motion passed unanimously.

Selectman Lovett motioned to appropriate \$2,000 for the Meredith Fire Department to be expended for the purpose of purchasing video equipment for preplanning, training and investigation. Seconded by Selectman Palm. 5-0. All in favor. Motion passed unanimously.

Selectman Lovett motioned to appropriate \$10,000 for the Meredith Conservation Commission to be expended for the purpose of the fund-raising campaign for the Page Pond and Forest. Seconded by Selectman Flanders. 5-0. All in favor. Motion passed unanimously.

The Board expressed appreciation to Hannaford for the \$2,000 donation and to NHEC the \$10,000 grant. They also thanked Ken Jones and Don McFarlane for pursuing the grants.

The Board thanked Ms. Vittner for reformatting the budget last year, giving the budget process more clarity. Selectman Worsman asked Ms. Vittner if encumbered amounts will be provided in the budget and was assured that they would be.

ADJOURNMENT:

Selectman Flanders motioned to adjourn at 6:05 p.m. Seconded by Selectman Worsman. 5-0. All in favor. Motion passed unanimously.

Respectfully submitted,

John C. Edgar, Co-Interim Town Mgr.

Peter F. Brothers, Chairman

Brenda L. Vittner, Co-Interim Town Mgr.

Miller C. Lovett, Vice Chairman

Karin Landry, Recording Clerk

Robert C. Flanders

Charles G. Palm

Colette Worsman