

**BOARD OF SELECTMEN WORKSHOP**  
**Minutes of 10-03-11**  
**4:15 p.m.**

*Selectmen:*

*Colette Worsman, Chairman*  
*Peter F. Brothers, Vice Chairman*  
*Miller C. Lovett*  
*Nathan J. Torr*  
*Herbert R. Vadney*

*Town Manager:*

*(Absent with Notice) Phillip L. Warren*

*Recording Clerk:*

*Karin Landry*

Call to Order: Chair Worsman called the meeting to order 4:15 p.m. She introduced the Board, Acting Town Manager John Edgar, and the Recording Clerk, and made announcements pertaining to emergency exits and the use of cell phones.

**W 11-26 JAG Grant Proposal**

Police Chief Kevin Morrill explained that the Town of Meredith has been granted \$14,835 under a Justice Assistance Grant (JAG), funded under the Landmark American Recovery and Reinvestment Act of 2009. The grant provides the U.S. Department of Justice with funding for grants to assist state and local law enforcement to improve the functions of criminal justice systems. In order to increase the likelihood of receiving the grant, the Belknap County Sheriff's Department applied for the grant on behalf of interested eligible towns within the County on May 22, 2009. The grant was subsequently awarded to the town of Meredith and others towns in Belknap County, however, a civil suit was filed by two local activists claiming the process used to obtain the grant through the County was illegal. The Belknap County Superior Court has ruled the process was legal, and Chief Morrill is making the following recommendations for the purchase of equipment with the funds awarded under the grant:

- One Drobo iSCSI SAN (storage area network) and one HP procure switch for the department network. The purchase is recommended by IT Specialist Eric Ferland.
- One patrol vehicle trunk organizer.
- One Epsom Duet Portable Projector Screen, one Mitsubishi - DLP HD Projector, and four folding tables.
- One X 26 Taser with XDPM and EXO holsters with digital power magazine (the police department will purchase the necessary equipment to provide training for the use and deployment of the Taser X26).

Dialogue ensued regarding the criteria used for determining what the town is allowed to use the money for, and the requirements for how to use the funds. Chief Morrill explained that the funds cannot be used to offset the operating budget and therefore cannot be applied to the purchase of a police cruiser. There is no requirement for replacing a purchased item in kind if it breaks.

Selectman Vadney does not wish to purchase an item that has recurring costs. The Chief explained that with the exception of the overhead projector, the items recommended for purchase are on the regular replacement schedule and the operation and maintenance of those items are

currently taking place. He will confirm the replacement schedule for the technology equipment with Eric Ferland.

Selectman Torr inquired about the process for reimbursement. The Chief explained that the Town must pay for the items and submit cancelled checks and invoices to the County within 30 days for reimbursement.

Selectman Worsman wonders if there is a better use of almost \$2,000 than for a projector and accessories. Chief Morrill explained that the existing projector is kept at the Town Hall Annex and is shared among a number of departments, and that it will be much more convenient to have a projector on site, especially for training purposes.

The total cost for the proposed purchases is \$14,432, which is \$394.68 less than the total amount awarded by the grant. The Chief will investigate whether the full amount of the grant can be utilized without submitting additional paperwork, and whether the total purchases can exceed the amount awarded. He will report his findings to the Board within the next week.

In closing, the Chair summarized that the goal of the Board is to buy those things that are truly needed and are on a normal replacement schedule.

#### **W 11-27 Childs Park Donation**

Acting Town Manager John Edgar reviewed a breakdown of the most sizable donations for the Childs Park project totaling \$59,050. An accounting of the smaller donations will be available by year end. There are a number of donations such as roofing materials and in kind services that will be accounted for in the future. The project has been a true community project, with many people playing a part to make sure the project goes forward.

Director of Parks and Recreation Vint Choiniere informed that the community build of the playground equipment is scheduled for November 12, 2011, and the work will be accomplished by a 95% volunteer workforce with guidance from the playground equipment company.

Selectman Brothers pointed to the project as an excellent example of how a public/private partnership can work.

Selectman Lovett inquired where the money for the playground equipment is coming from. Mr. Choiniere explained that it is in the department's operational budget.

Mr. Edgar reviewed the project to date. The next step is to build a leach field, followed by the building of the playground. It is hoped that the fencing will be in place this year. The parking lot will not be paved. The resurfacing of the basketball courts must be held until next year due seasonal temperatures.

#### **W 11-28 Outside Agency Submissions**

Mr. Edgar informed that two additional Outside Agency requests were submitted last week, bringing the total to 13. Chair Worsman explained that the Board's goal at this time is not to make decisions about what money will be added to the budget, but what to review. Selectman Brothers wishes to do a full review of the documentation on his own in order to have an opportunity to formulate questions individually, as well as collectively. Mr. Edgar will request

that the Town Manager let the Board know whether it has all the information it is going to get on outside agencies requests upon his return from vacation.

Selectman Vadney pointed out that in addition to requests from CASA and Winnepesaukee Wellness Center that were not made last year, several agencies are looking for additional funding over what was budgeted last year.

Chair Worsman did not see a response to the town's questions in the CASA packet. She would like to know the amount each agency requested last year, what was granted, and what they are requesting for 2012.

Selectman Brothers pointed out that there was a challenge last year with several agencies asking for additional funding from the Town of Meredith. An amount not to exceed the prior year is budgeted at this time. He wishes to see an agreement among the Board in terms of direction, then the merits of each organization reviewed.

Selectman Lovett requested a list of returning agencies and new requests from the Town Manager's office, and requested the information be provided to the Board via email as soon as possible. Chair Worsman will request that Trish Laurent, Administrative Assistant to the Town Manager, email a breakdown of what was requested and budgeted for each outside agency in 2011, and the agencies making requests for 2012 and the amounts requested.

Selectman Vadney reminded the Board that the policy in the past has been to focus on agencies that provide services within the Town. He hesitates to support agencies that are significantly funded by state and private donations, such as the United Way and the Red Cross, and prefers to support local agencies.

There is a general agreement among the Board that there are certain services that can be provided more effectively by outside agencies.

Selectman Lovett pointed out that it is difficult to categorize how agencies serve clients. For instance, Lakes Region Planning Commission does not serve individuals, but that is not to say it doesn't serve the community.

In summary, the Chair pointed out that there are capital projects that have been delayed, and the Board will be looking for funds to move forward on some of those projects. She asked the Board to let her know if the information that has been requested from the Town Manager's administrative assistant has not been provided within the next few days. She directed Board members to share specific questions regarding outside agencies to her in the Town Manager's absence via email, and she will compile them and share them with the Board.

*Selectman Torr motioned to adjourn the Workshop at 5:25 p.m. Seconded by Selectman Brothers. 5-0. All in favor. Motion passed unanimously.*

Respectfully submitted,

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John C. Edgar, Acting Town Manager

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Colette Worsman, Chairman

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Peter F. Brothers, Vice Chairman

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Miller C. Lovett

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Nathan J. Torr

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Herbert R. Vadney