

~~Unapproved~~ **APPROVED**
Candia's Selectmen's Public Meeting Minutes
November 9, 2015

Attendance: Chairman Carleton Robie, Vice-Chair Boyd Chivers, Selectman Scott Komisarek, Selectman Susan Young, Selectman Craig Sandler, and Administrative Assistant Andria Hansen.

Chairman Robie opened the meeting with the pledge of allegiance.

Approval of Previous Minutes: Public meeting minutes of 10/26/15: Selectman Chivers moved to accept the October 26th, 2015 public meeting minutes as presented. Seconded by Selectman Sandler. All were in favor. Motion carried.

Departmental Reports: Highway, Police, Fire, Building, Solid Waste, & any other depts.

Highway: Road Agent Lewis read from the attached report. He explained they are going to replace the guard rail on Patten Hill Road within the next couple of weeks. They going to add some fill to the side of the guard rail and move it off of the road. So maybe it will give someone a chance to hit the guard rail and go back onto the road rather than hit the end terminal. It's just a bad location and the traffic is fast. He doesn't know what they are ultimately going to do with it, but they are going to try this. It has been hit four times in the past year and a half. Selectman Chivers asked if there was room to put the fill. Road Agent Lewis said there was room and he'll probably put a piece of pipe in there so the ditch line will still function the way it does. They need about 35 feet to move the end terminal out, so he'll put about 40 feet of pipe in, fill it in and extend the guard rail. The old guard rail never got hit as much as the new one. He doesn't know why. It could be that the road is smoother now. He noted that they are going to do the Chester Turnpike paving work tomorrow if it doesn't rain. He wanted to do a small section down near the town pit. There is one section that is about 400 feet long and it is really broken up. He was going to shim and overlay it. He would like to do that this year and they don't have any money to do big projects. He noted this section is impossible to plow in the winter. It's broken up enough so the salt gets in there and thaws out where the cracks are and they get bad heaves. Chairman Robie asked if they are going to grind Chester Turnpike. Road Agent Lewis said they were just going to shim it. It would cost a couple of thousand more to grind it out.

Police: Selectman Chivers read from the attached report. He saw the ad in the paper for the cruiser and wondered if they have received any responses yet. Administrative Assistant Hansen said they haven't received any bids yet.

Fire: Selectman Chivers read from the attached report. He noted they were busy last month. They've had a lot of EMS calls. They've also been doing a lot of training. They had a total of 77 hours of training last month.

Building: Chairman Robie read from the attached report. The Building Inspector has been busy.

Solid Waste: Selectman Sandler explained they are trying to get the metal down as much as possible. Unfortunately the prices have dropped considerably. They are only getting \$25 per ton

instead of \$60. Facility Operator Whitcher told him there is no indication that it is going to rise in the next two years. They could be paying to have the metal moved. Oil probably has something to do with it and that is expected to go back up. They also ship plastic and everything is down for revenue. They will probably have less than \$30,000 in revenue this year which less than 10% of our total budget. Chairman Robie asked how the new baler is working. Selectman Sandler said it is working very well. They are getting heavier bales in less space and it is much easier to operate. Chairman Robie asked if plowing was going to be more accessible this year. Selectman Sandler said he spoke with Chuck and they have a good size area opened up now so they can push the snow over the banking. He asked Road Agent Lewis is he thought that would be alright. Road Agent Lewis said he hadn't been down there in ages but he would check it out. He noted that last winter it was pretty tight in there. **Art work:** Selectman Young wanted to note that Jim Argeriou put up a panel to display pictures. Selectman Sandler said he didn't authorize that. Selectman Young said then maybe they shouldn't bring it up right now. Chairman Robie said they should talk about it now. Selectman Sandler thought it was a miscommunication. He originally talked with Jim and he told him he had plan. Selectman Sandler told him when he gets the schematics together, let him see what they look like and he'll bring it back to the Board. Unbeknownst to him they started the work and one of the panels is up. It's excellent work and Mr. Argeriou does excellent work. He went and talked to him about it and he said he had authorization to do it from the Board of Selectmen. Selectman Sandler explained to him he wasn't aware of that. In any case it is done and looks very nice, but it's not a good way to do business. He assumes there was a misunderstanding. Chairman Robie thought they were going to discuss this and designate a place for pictures or whatever they were going to allow. Selectman Sandler said there should be a business plan to what we are going to do. The idea is to get Chuck out of the business, because he has all he can do to handle the job at hand. Selectman Chivers asked how did this happen. They proposed something, you asked for schematics and the next thing you know you're looking at it. Selectman Sandler said maybe Selectman Young could answer that. Selectman Young said Mr. Argeriou sent her a picture of it and she told him it looked fine, this is when he was building it. He sent her another email when he hung it up. She apologized and she didn't tell him to hang or not to hang it. She thought this was what they were going to do and he just needed permission. She didn't give him permission to hang it but she assumed somebody did. Selectman Sandler said that Mr. Argeriou claimed she did. Selectman Young said she wasn't the Board of Selectmen or the one that oversees the Recycling Center. She will certainly take responsibility for it. Selectman Sandler said the remarks he heard were the sooner the better. What was sort of troubling was that he wasn't made aware of it by the manager. He goes over there once or twice a week. Selectman Chivers asked what they were going to do about it. Selectman Sandler said now it is down the road and they aren't going to tear it out. Selectman Chivers asked if it was permanently mounted to the building. Selectman Sandler explained it is but he could take it down. It is a panel that slides down to the lower deck, so he can work on the paintings and then he can put it up so everyone can see it. It is beautiful engineering and beautiful work. Mr. Argeriou has done this out of his own pocket. There is no sense in trying to reverse it. He just thought from a business stand point they said they would compromise. There is no compromise unless you have discussion on both sides. This is what has to happen down there. You just can't have someone going in and taking over town property and doing that without the proper authority. Chairman Robie asked how big the display is. Selectman Sandler said it was huge. Selectman Young offered to show the Board a picture of it. Chairman Robie said he would like to see it in print first. Selectman Sandler said he was hanging pictures on it the other day. He said if he wanted him to stop he

would, but according to Jim he had authorized to do that which he didn't. Selectman Chivers questioned if Chuck was hanging the pictures and isn't the whole point of this is to get Chuck out of that line of work. Selectman Sandler said it should be a volunteer thing. It's a nice thing to have but it is not essential. What is essential is to move the recycling products out. Selectman Young said she wanted to stick up for Jim. He sent her pictures because she thought he was excited about what he had produced. She was sorry that she told him they look beautiful and such. She didn't think he was doing anything malicious. She apologized if it didn't go through the proper channels or if he didn't use the proper channels. She thought he was doing what was discussed before and there hadn't been much talk about it since they had the petition. She thought he was "being part of the solution not part of the problem". She didn't want to speak for him, but he made it so it would go up and down. She doesn't go to the Recycling Center so she doesn't know what it looks like, but she thought he tried to make it as user friendly as possible and get the ball rolling. Maybe he should have had a meeting. Chairman Robie said when he was here he thought the discussion was they'll come back to this when they get to a point where they are ready for it. He noted Selectman Young used the words "user friendly", but they need to decide who the user is. Selectman Young agreed and didn't think Chuck should be the one doing that. She didn't think it would be a problem getting volunteers. She asked if it was okay in the location that it was placed. Selectman Sandler said he was fine with it. Selectman Chivers asked if they were going to have a rotating display. Selectman Sandler said there has been no discussion about what is going up. Selectman Chivers thought they should come up with some type of procedure or policy, not just mount something and tell us this is how it is going to be. Chairman Robie said that was the idea for them to come back and have a discussion about what has been compromised. Selectman Young didn't think Jim did this to be malicious at all. Selectman Sandler said he is an outstanding citizen in the community and he has done an awful lot in the past and he was sure he would continue to. He wasn't complaining about his activities. Selectman Chivers asked what are they going to do. Selectman Sandler said he spoke with Jim the other day and told him it should go through this process. Jim told him he didn't have the time or the intention to do anything until after the first of the year. Chairman Robie thought they were hanging pictures up. Selectman Sandler said they hung one panel and there are three sections. He has spent a lot of money and time on it. Chairman Robie thought there should have been discussion before he went out and spent the money. Selectman Sandler said it is water over the dam. Citizen Joyce Bedard of Patten Hill Road asked what the big deal was. You guys are spending so much time talking about something and laughing. She thought that Selectman Chivers was being incredibly disrespectful of someone who took their own time to do something like this. It was clearly something Jim didn't understand and he had to come and do this official presentation. She thought a lot of people have spoken up and said what they liked about it, what is the big deal if a lot of people are getting enjoyment out of it? There are a few art pieces up, she was there this weekend. It looks great, so what is the goal here. You took it all down, because people didn't like how it looked or it was too much maintenance or whatever it was. She really thought the Board was making a big deal out of something that is very simple. Who cares if people are getting enjoyment out of art and why is that funny to you. Selectman Chivers said the issue isn't if people are getting enjoyment out of the art, the issue is process. They have one person who took it upon himself to remodel a public facility. Mrs. Bedard replied he didn't remodel it. Chairman Robie called for order. Selectman Chives said he installed this feature in a public facility. Mrs. Bedard asked if Selectman Chivers has seen it. Selectman Chivers replied no. Mr. Bedard asked how he could even comment on it. You won't even look at the picture of it, then how could he comment on it. Selectman Chivers said it doesn't matter what it looks like,

it's the process that is important here. This Board should approve this modification to town property. Selectman Young said she'll take responsibility for encouraging the way it looked. She thought it looked fabulous, so she might have gotten him in trouble for doing that. She does take responsibility for that part, but she didn't tell him to go and hang it, but she did say it looked beautiful. Mrs. Bedard said a couple of weeks ago she had asked for an update because she hadn't been at any meetings. You (Selectman Sandler) said that Jim is going to put something together and he is going to create something that we can move and hang the art up and that was the next step. She didn't know that Jim needed approval and did Jim know he needed to come here. Did they really communicate that this needed to be done before the Board approves it? If this was a miscommunication, why vilify him for doing something amazing, to try and build the morale of this community. She is really disappointed in the Board and the way they are responding to this. Look at the people at the Selectmen's meeting, nobody comes. He is going to read these minutes and feel that no one appreciates what he does. Why would anyone else stand up and volunteer. It was a mistake, let's stop criticizing him. Chairman Robie didn't think that anyone was criticizing Jim. He didn't think Jim has any criticism in this conversation what so ever. Mrs. Bedard asked the audience who thought Jim was being criticized. A majority thought Jim was being criticized. She noted the Board is talking amongst themselves and the audience is just giving their opinion of what they are hearing. Chairman Robie said that isn't his interpretation. His interpretation is they have a Facility Manager down there that's in charge of the facility. If someone volunteers to patch the road they ought to talk to the Road Agent first. Maybe he is wrong and they are doing a favor and fixing the road. No one is criticizing Jim. Mrs. Bedard said he wasn't here to discuss what his impression or interpretation was. Chairman Robie said the minutes reflect this from when this all went down. They were going to make a compromise and what the compromise was going to be was amongst Jim, the citizens, and the Board. They didn't get a chance to have any input in what they compromised. This is what the Board is considering at this point, no one is criticizing Jim for his hard work. Selectman Young said this was probably more her for her actions. She thought maybe what she said to Jim was misinterpreted as the Board was saying okay to do it. This would be her fault and it wasn't Jim's. Mrs. Bedard said what she saw was the Board discussing it and you two (Chairman Robie & Selectman Chivers) sitting back and laughing that they couldn't believe Jim did this. Chairman Robie said he couldn't believe Jim was allowed to do that. He did it and he couldn't believe that it wasn't presented to the Board. Mrs. Bedard thought the Board should table this until Jim could be here; clearly there has been some kind of miscommunication. Selectman Sandler said it wasn't Jim and he can guarantee that. Selectman Komisarek addressed Mrs. Bedard. With all due respect if they were to read these minutes back and everything that he just heard being said about Jim, there was not one negative thing said about him. What happened was they had a whole bunch of people show up (7/13/15 Selectmen's meeting) about the art work. The Selectmen listened to the people and they realized that this was an important issue. They decided there needed to be a compromise. If you go back and read the minutes and see what everyone agreed upon they were going to come up with a process and procedure for the art. What happened was that process and procedure was never followed. This is exactly what the Board is trying to say, it's the process and the procedure. He encouraged her to go back and read everything that was just said. Everyone said they appreciated the quality of work, the time he put in, and the time and money he spent. They said he did a great job and Selectman Sandler said he was an outstanding citizen. He didn't hear what the audience thought they heard. Mrs. Bedard said she would read minutes. Citizen Fletcher Perkins of Island Road said in the future if more of these panels go up who is going to be responsible for the maintenance and does it fit the

safety of the public building. Chairman Robie thought that would all fit into the criteria of the compromise. Who was going to maintain the art this would have come when they had further discussion. This was his interpretation when they talked about this three months ago. Selectman Young reiterated that she would take responsibility for encouraging this. Chairman Robie asked where they are going from here, let's get this resolved. Selectman Young said she was just as excited as Jim was that he had done something. One of her biggest frustrations on this Board is that stuff isn't done as quickly as she would like to see. Here is a man with initiative and a great volunteer. She didn't tell to come or not to come before the Board. She'll take responsibility for him hanging it because of her encouragement. It's not his fault. Selectman Sandler said that was fine, but the only problem he foresees is that he is the liaison for the Board and the manager never told him this was going to happen. Facility Operator Whitcher told him he thought he was on board with it. Selectman Sandler told Facility Operator Whitcher that he only had one conversation with Jim and that was early on. He told Jim he liked the idea and to show him some schematics and they'll talk about it. He never saw anything and the next thing he knows it's being built. Other than that conceptually he agrees with it. He is an artist himself and has traveled to many art studios all over the country. He wasn't trying to impede the progress of this thing he was trying to do it in an orderly fashion. Selectman Young asked if it was safe the way it was and does someone need to inspect that. Selectman Komisarek said there needs to be a procedure of how they are going to deal with it. Are they discussing this tonight? Chairman Robie said he was excited to see the facility clean. Some people like the art and some don't mind. He likes to see the 1.5 million dollar facility look like a recycling center. Some people think that art on the wall is what they like; this is why they are going to have a compromise. Just to come in and say they are hanging pictures up and who's doing it, he has a problem with that. Selectman Young said how about they get a group of people and if they have some type of plan they can come in for the next meeting. They can discuss maintenance so Chuck isn't hanging them; she thought they were trying to get away from that. Maybe if there could be some guidelines set down. There were 200 signatures on that petition, so she was sure they could get a dozen people to rotate the art or clean it. She would volunteer to maintain it so Chuck doesn't have to do it. She suggested discussing this at the next meeting and Jim can spearhead it. Could they do this so they can move on? Chairman Robie thought there was a lot to be done and said about that. They've been down there a number of years and he didn't know how many paintings came down and where they are being stored. If they have room for 15 paintings and they have 300, he is all set with that. Selectman Sandler said there is substantial space on the wall. He agrees with the concept. The workmanship is outstanding and the Board should go down there and take a look before they make any further judgment. There are 200 vocal people and probably 400 that think the other way but he doesn't know that. For the record he is in favor of it. Citizen Russ Dann of Tower Hill Road thought the amount of time that's being spent on this Mr. Sandler should go down there and talk to the employee who took great initiative. They want employees to take the initiative. He can let the employee know what the concerns are and then he can report back to the Board at the next meeting. They are just going around and around here, spending time and it's not accomplishing anything. They have their liaison that can bring that information back to the employee. Selectman Chivers asked Selectman Sandler if he could create some type of policy and bring the schematics in and see what the end game is here. Selectman Sandler said it won't be next week; it's going to take some time. Mr. Dann said it something that doesn't have to be decided this evening. They have a liaison that has to get back to the Board and decide what they all want to do instead of going around and around. Selectman Young reiterated she didn't blame Jim at all, she was bringing this up for a thank you note and

this all came up. Maybe Jim and some of the people interested in maintaining it could work with Selectman Sandler for a proposal. Selectman Sandler said he would be happy to do it if he could get the volunteers. The problem is they are having problems with the Recycling and Energy Committee. They can't get volunteers for that. Mr. Dann said they could get Jim's thoughts and the Boards thought, why should they form a big committee at this point. Chairman Robie said they were going to move along.

Chairman Robie to discuss meeting with the Budget Committee on November 11th. Chairman Robie announced that Board and Department Heads would be meeting with the Budget Committee on Wednesday at 7:00 p.m. The Budget Committee had a list of questions and the Department Heads have been made aware of. Our office has answered their questions and the Department Heads will address theirs.

Evaluations: Selectman Sandler mentioned to do the evaluations you must know the job descriptions. Some of the job descriptions aren't up to date. The job descriptions for the recycling center still talk about the furnace; it hasn't been there for some time. He would like to see a new job description.

The Board to discuss a policy for the annual reviews of the Department Heads. Chairman Robie said per their discussion at the Selectmen's Budget meeting they have a personnel development evaluation form. He felt that the department heads should evaluate their employees and the liaison should evaluate the department heads. In doing so they should look at the personnel files and the job descriptions for each department and update them accordingly. This is something each department head should do with their liaison and vice-versa. They can work together and then bring them in for review by the Board of Selectmen and address any issues that need to be changed in the policy. Also at their budget meeting there was discussion about merit raises. To promote merit raises they need to have a way to evaluate each employee and department head. This has to be a transparent job between the department head and the liaison. They aren't necessarily making that decision today about that department head or person, but in the future another Selectman may come in and look at that personnel policy and make somewhat of an evaluation of what the former Selectman had put in that person's review. The City of Rochester has innovated a merit pay for municipal employees, which they worked very hard on for a number of years between a number of different people in the community on both sides. It's hard process for everybody to agree. There was an article in Town and City and there is some good information in there (see attached). He noted that Administrative Assistant Hansen is going to get in touch with the City of Rochester to see if they could get a copy of their evaluation report. In today's world you get paid to perform. If you are a town employee or private employee you need to perform to get a merit raise and you need a way to evaluate that. He asked the Board to take a look at the information and talk with the department heads to get their employees evaluations filled out. They will bring the merit pay discussion back to a meeting. There hasn't been a merit pay increase in our community in numerous years. Selectman Chivers noted they didn't put anything in the budget for merit raises. Chairman Robie said they had nothing to give an employee a merit on. They need to work on figuring out how they are going to evaluate people for merit. Selectman Chivers clarified then they would fund it in a future budget. Chairman Robie said this isn't going to happen in six months, it's something that could happen in a year or more. Selectman Chivers thought they had hashed this out at their budget meeting in September which is the difference between a merit and a COLA and they pointed out

all of the disadvantages of merit pay. Chairman Robie replied with no system to evaluate who deserves it there are a lot of disadvantages to it. You don't have a way of rewarding a merit pay increase to somebody. Selectman Young didn't want people out in the audience to think that our employees didn't get a raise. They've had cost of living raises. Just because it's not merit she didn't want them to think over the last ten years that the staff has not gotten a raise. They agreed to do a 3% COLA and not do a merit. They have gotten raises and it hasn't been based on merit. They know how she feels about that. She felt this was a step forward. A merit system is great or maybe a combination of the two. She didn't like that everyone should get the same. Chairman Robie said this is why they didn't do a merit raise, because they had no way of instituting it. The COLA raises that all of the employees have gotten per discussion on September 19th has brought most everybody up to the COLA increases for the past six or seven years. They brought it up to 3% which was voted on and this is what the Board agreed on that day. Citizen Joyce Bedard thanked Selectman Young for clarifying the employees have received raises. Selectman Young said it sounded like no one has gotten a raise in ten years. Chairman Robie clarified they haven't gotten raises; they have kept up with the cost of living that is not a raise. They are barely keeping up. If you learn a new job and you take on more tasks then you get a merit raise. You are performing your duties even better, more efficiently or you learn a new skill. Selectman Young said perfect they are getting an instrument so they can implement this. Chairman Robie was hoping they could. They need to evaluate their department heads. They evaluate our employees but the Selectmen need to evaluate the department heads. So when the next Selectmen come along they can go in the file and look to see what has happened over the years. Selectman Young asked if they have shown this to the department heads. Chairman Robie said this is supposed to be done every year for every employee. This hasn't been done. Do they want to do an evaluation on the department heads? This was the question. If they want a merit raise then they need to have an evaluation. Selectman Young noted the elected people don't fall under this umbrella. Selectman Chivers said like the Town Clerk. Selectman Sandler said she was autonomous. Selectman Young asked if they would ever get a raise. Chairman Robie said they would have to increase their stipend. You can look at their budget and figure out how they can get a raise if they really want one. If they have an assistant they can work a few hours and their pay doesn't change. Selectman Young asked who the department heads are that will be evaluated. Chairman Robie said they are the departments that this Select Board oversees. Road Agent Lewis is going to be an exception, but he felt he should get an evaluation. He comes here every week and he is an essential part of the budget. He felt the Selectmen should be able to review that. If you want to increase your wage and move up the ladder you have to be honest and you have to perform. If you don't do either one then you should be fired. That isn't always how it works. Selectman Chivers asked if it is the Boards policy now to give an evaluation to the department heads. Chairman Robie said it hasn't been policy. Selectman Chivers asked if they would like to make it a policy. Chairman Robie said it they want to give their department heads a merit raise they have to be evaluated to warrant that. Selectman Sandler asked if the department heads have been evaluated every year. Chairman Robie said not the department heads. Selectman Chivers asked by whom were they evaluated. Selectman Sandler said he looked through the file and his guy has had evaluations. Chairman Robie said that the Building Inspector, Facility Manager, and office staff has been evaluated. Chairman Robie said if Chief McGillen wants a raise at some point he needs to have an evaluation. This is how it works. The Board needs to read the paper work in their folders, and then they will come back discuss this. Selectman Sandler said it is a formal process of what they are already doing. Chairman Robie said it has to be done and it will be on the agenda for the next meeting.

The Board to discuss renewing Waste Management's Contract. Selectman Sandler said he was asked to see what the difference was with the 2% increase. According to Facility Manager Whitcher he seemed to like the first offer with a slight roll back of 2%. He went back to them to try and do away with the 2% and Waste Management's reply was because there was a roll back in the price per ton they couldn't go for the CPI increase. He did say that he would honor our current rate for the next three years without the CPI increase. The bidding process was not done. There was some question on whether or not it should be done. The third year of the contract negotiations should have been started last January, so they wouldn't be in this hurry up mode now. He didn't know what the Board's pleasure was. The rates they have now are average and three years out they don't know what the economy is going to be. This is a sizable contract - \$375,000 over three years. One solution is that they go back to the contractor and ask for a one year extension. If they get the one year extension they can go out to bid in January. Or they accept Chuck's recommendation and continue with the three year extension. Selectman Chivers confirmed there was a 2% increase in the three year contract. Selectman Sandler replied yes for one year. Selectman Chivers said that puts us at what we are paying now. This is really an extension of the contract they have for the next three years. They couldn't be any worse off in three years then they are today. Selectman Young pointed out that it says an annual increase of 2% in the contract. Selectman Chivers clarified it is a 2% increase in the second year of the contract. So they would only get one more 2% increase out of us which would bring us up to \$71 per ton. Selectman Komisarek pointed out that if you read Chuck's letter it would imply that there isn't a 2% increase in years two and three. Selectman Young said if you look at the contract it says the annual increase will only be 2% which means every year. This is what she is reading and might be interpreting it wrong. Selectman Sandler said they have two choices. They could ask for a year extension or taking the better of the two offers for three years. Selectman Chivers asked how long it would take us to get in touch with Pinard to see if they are close to these numbers. Selectman Sandler didn't think that is a fair way of doing business. Waste Management has already committed to this number, so Pinard could come in lower. It has to be a sealed bid process and start over fresh. Chairman Robie said Waste Management came in to renew their contract. They knew their contract was coming up and they stuck their contract in front of the Facility Manager hoping that it would get signed. They have a bid policy and procedure that they use for our community that we instituted a couple of years ago. If it was over \$10,000 they had to put it out to bid. The Manager knew this contract was coming up. When they are going to spend \$375,000 and they have a policy in place on how to spend that they should at least give everybody a fair shake on it. He agreed that maybe they are running out of time and maybe they'll just haul for us until we get the bid process done. Maybe they won't but if the Board wants to sign a one year contract at the going rate and move forward or do they want to waive the policy all together. Last week they had a motion and a second in 30 seconds to approve this contract. Selectman Chivers asked what the harm was in extending this for a year. Selectman Sandler didn't think there was any harm as long as they got Waste Management to go along with it. Chairman Robie said they might not go along with it, but they probably would. Selectman Chivers asked if it would take us a year to bid this out. Selectman Sandler said it shouldn't. If it runs year to year they are working on 2016 and then working on 2017. Selectman Chivers said if you do a one year contract. It was noted this contract expires on January 31, 2016 which is about three months. Chairman Robie thought that Pinard was the last company that hauled. He questioned if we were at the end of a three or six year contract. Selectman Sandler thought it was six. Chairman Robie said they provide a lot of services at the

recycling center for our citizens with C & D dumpsters and a metal pile. Now they going to maintain a metal pile and not have any revenue from it. They are going to be paying someone to haul it away. It is a service to our residents; it may be coming to a point where you may have to pay to get rid of your shingles and construction debris. He thought that sometimes their facility is receiving stuff from out of town. Selectman Sandler said that Chuck has mentioned that to him. There are some commercial operators that work out of town and are using our services. Chairman Robie said if it was a paid system it would be another expense to the town. This is why they don't except it. People from Chester have to go to Raymond to dispose of their stuff and they have to pay for it. Citizen Canny Griswold of Old Deerfield Road thought it has been six years since they've had Waste Management. They did have bids from Pinard and Cassella. It takes time and this should have been started months ago. They need to get the bids out and get them back. This is what a Solid Waste Committee would do. Chairman Robie said the department head should be doing this. Selectman Sandler said the purchasing policy is very specific, but the department heads are responsible for retaining new vendor information and updating the contract. Chairman Robie said that was reasonable. If he needs help through his liaison he can get help. Selectman Komisarek asked how long he thought the bid process was going to take. Chairman Robie said it all depends on what they have for material down there. It was noted that they have two and half months to complete the bid process. Selectman Sandler said he didn't have the historical information he needed to recommend what they should do. Chairman Robie said they have to make a motion to waive the policy if they are going to sign a one year contract. This should be the first decision of this Board to waive the purchase policy on this issue at this time. Selectman Komisarek said if two and half months isn't enough time to go through the process they are going to have to work with the people they have. They were competitive the last time. *Chairman Robie motioned to waive the purchasing policy on this one item for one year. Seconded by Selectman Komisarek. All were in favor. Motion carried.* Chairman Robie asked the Board if they wanted to ask Waste Management for a one year contract. Selectman Sandler thought they would. They came to us we didn't come to them. They might have thought they had us in a good position to get an extension. Selectman Sandler said Waste Management and the Board should start negotiations a year before. They have a responsibility to notify us a year in advance. Selectman Young said at this point it doesn't matter. Selectman Sandler said he would tell the department head to contact Waste Management and ask if they would extend the contract for one year. If they do then we should proceed starting in January to negotiate a new contract for 2017. Chairman Robie thought that was reasonable.

The Board to request funds from the Trustees of the Trust Fund in the amount of \$4,611.48 from the Fire Suppression Water Supply Capital Reserve Fund. Selectman Young moved to request \$4,611.48 from the Trustees of the Trust Fund from the Fire Suppression Water Supply Capital Reserve Fund. Seconded by Selectman Chivers. All were in favor. Motion carried.

The Board to authorize payment of payroll checks and accounts payable checks. Chairman Robie announced the grand total of payroll and accounts payable checks for November 5th and November 12th was \$902,968.89. Selectman Chivers motioned to accept accounts payable and payroll checks for November 5th and November 12th in the amount of \$902,968.89. Seconded by Selectman Komisarek. All were in favor. Motion carried.

Other Business

Master Plan – Transportation Chapter: Selectman Komisarek said that Southern New Hampshire Planning Commission has been awarded an \$18,000 grant to use for writing the transportation chapter in the Master Plan. They have requested someone from the Planning Board, Select Board, the Road Agent, and one member of the public. They will need someone to volunteer from the Select Board for that committee. They are going to meet with SNHPC to discuss that chapter. It was noted that Selectman Komisarek was going to be the Planning Board representative. It was reviewed a few years back. Selectman Komisarek said it is the transportation chapter which is looking at the roads. Selectman Chivers asked if they were going to update the entire plan. Selectman Komisarek said yes, but they won't have to pay for this chapter. Chairman Robie noted that information will be valuable. Road Agent Lewis said the meeting is tomorrow night. Selectman Komisarek said he spoke with Jack Munn and it is going to be a very preliminary meeting, so if they don't have someone from the Select Board tomorrow night that's alright. Although they are in a rush to get this thing moving. Selectman Chivers volunteered to be a representative from the Board.

Steering Committee: Selectman Young said the Steering Committee is looking to have the community profile event which will be on a Saturday. It is tentatively scheduled of April 9th or 10th if anyone is interested.

Tax deeded properties: Selectman Chivers informed the Board that they are going to close on the tax deeded properties at the end of November. The Town Attorney has drafted the deeds and copies have been sent to the purchasers. They have a company in Manchester that is handling the closing on two of the properties.

Capital Assets: Chairman Robie said they need to remind the department heads that they need a complete list of our capital assets that the town accumulates, so things like the new baler, cruisers, etc. He asked Road Agent Lewis for a list of their infrastructure assets. He knows that they don't have many. It would be the roads, bridges, and culverts. Road Agent Lewis said it would be difficult to put a number on, but he'll take a look at it. There was discussion about the infrastructure. It was noted when they accept a new road it should be added to our infrastructure as an asset. It was noted there is 48 miles of road in the town and in the winter they maintain another 4 that belong to the State. Road Agent Lewis said he would do some research on the infrastructure. He noted they are a chosen town for the State to have an analysis done on road pavement conditions with SNHPC. He's meeting them on Thursday. Chairman Robie said the State needs to know a list of what your assets are if you want to apply for grants or anything.

Chairman Robie adjourned at 8:15 pm. Seconded by Selectman Chivers. All were in favor.