

**Approved**  
**Candia Selectmen's Public Meeting Minutes**  
**Monday, September 24, 2007**

**Attendance:** Chairman Fred Kelley, Vice-Chair Tom Giffen, Selectman James Brennan, Selectman Richard Lazott, Selectman Joe Duarte, Director Carolyn Emerson and Secretary Dawn Chabot.

**7:00 p.m.** Chairman Kelley called the Public Meeting to order and immediately followed with the Pledge of Allegiance.

**7:01 p.m.** Chairman Kelley opened the Public Hearing in accordance with RSA 41:14a for the Board to discuss the authority to sell two parcels of Town-owned land identified as 410-161 and 410-162.1 in conjunction with the town's land as 410-162 which the Town authorized the Board of Selectmen to sell. Chairman Kelley read the attached Public Notice and noted the Board would hold the 2<sup>nd</sup> Public Hearing on Monday, 10/08/07 at 7:00 p.m. Chairman Kelley yielded the floor to Selectman Duarte. Selectman Duarte advised most of the citizens were aware that the Town wants a grocery store and possibly a small pharmacy at the Exit 3 location. Selectman Duarte noted a prior Town Meeting vote in 2003 in support of a future sale of the larger parcel. Selectman Duarte noted after that 2003 Town Meeting vote another Town Meeting vote was taken on purchasing two additional parcels within the area primarily for the purpose of obtaining a curb cut for the Town's larger parcel. Selectman Duarte mentioned after the two Public Hearings on the Exit 3 properties the Exit 3 Committee would hold a meeting on Friday, 10/12/07 at 7:00 p.m. Keith Lemay of Adams Road asked for clarification on what parcels the Town owned. It was noted that prior authorization was given for 410-162 a 9.549 acre parcel and that the other two parcels were 410-161 a .961 acre parcel with the curb cut and 410-162-1a 2.523 acre parcel on the other side of the railway trail. Selectman Duarte reviewed the attached input received from the Conservation Commission dated 09/19/07 on the proposed sale. Selectman Duarte expressed concerns with their request that the area be paved with pervious asphalt rather than impervious. Selectman Duarte advised he checked with Ron Severino and was informed pervious asphalt clogs up with sand. Selectman Lazott felt pervious asphalt was not efficient for northern New England as there are problems with saturating instead of going through it and causes problems when plowing as the pavement to bust itself up. It was noted that the Planning Board did not respond back with input. Planning Board member William Byrd stated there was no recommendation because the Planning Board did not receive a request for it. William Byrd felt the Board would need to have a plan in order to sell the property. Chairman Kelley read the attached Planning Board minutes of 09/05/07 which shows the Planning Board received the memo from the Board of Selectmen requesting their input prior to the Public Hearing of 09/24/07. William Byrd asked if the minutes were approved or unapproved. Chairman Kelley stated unapproved. William Byrd repeated he felt the need to have a plan in place. Selectman Duarte noted as part of the plan after the two Public Hearings Developers would meet with the Exit 3 Committee to present their ideas for development. Selectman Duarte explained Town Counsel did not feel receiving the highest dollar for the parcels was the most important. Selectman Duarte explained that the money was part of the picture (he had heard mention of \$400,000 at one point) but more importantly was to obtain the best plan in line with the 2003 Town Meeting vote. Selectman Duarte stated

landscaping, scrubs, trees and building design would be looked at when considering the best plan as many residents have expressed concerns over maintaining a rural character for the Town with the development. Selectman Duarte stated the Board will oversee the project to make sure the Town receives what it likes. Selectman Giffen stated he wanted to provide clarification on his prior interpretation of the RSA in which Town Counsel has a different interpretation. Selectman Giffen stated since Counsel was an attorney he felt it was important to go with his interpretation. Town Counsel felt the Town would unlikely attract interested parties if they did not have the authority to sell all the parcels collectively. Selectman Giffen advised once the Board has the authority to sell in accordance with RSA 41:14-a the Board could charge the Exit 3 Committee to evaluate proposals and help find the best plan for the Town. Selectman Giffen stated the Board was advised not necessary to find the highest price for the property but to make sure the Town gets what it wants. Selectman Lazott stated the prior vote states the Board was given the authority on the larger parcel specific to a grocery store and they could not consider office space for that location as the Board is binder to the vote of the people. William Byrd asked if estimates on the tax revenues and impact on the town services had been calculated. Selectman Duarte stated no as any impacts would be based upon the size of the proposals and that was still an unknown at this time. Selectman Duarte questioned if anyone had any concerns they wanted to address. Keith Lemay of Adams Road questioned the potential size of the grocery store. The Board members answered equal to or greater than 40,000 square feet. Fletcher Perkins of Old Candia Road thought that was the size of the Grocery Store in Northwood. Joanne Beckwith of Old Candia Road felt all the information was discussed prior at the meeting held at the School and felt the citizens made it clear as to what they wanted. Chairman Kelley explained the Public Hearings were required by law in order to obtain authority to sell the other two town-owned parcels. Chairman Kelley advised the Board was only dealing with the 3 town-owned parcels but mentioned someone could make a proposal to include other parcels in conjunction with the Town's. Selectman Lazott stated after the Board obtains authority they plan on setting up standards which could include green space, parking facilities and shrubbery, etc. Selectman Lazott stated once standards have been determined the Town can send out packages to developer. Selectman Lazott stated the Board would also include input from the Fire Chief and the Building Inspector. Selectman Lazott stated the Board would then put out the requirements and guidelines to see what is out there for interest. Chairman Kelley stated the people in Town want the Board to incorporate rural character into the development and thought the trees in the front of the development would stay as there was a 50-foot right away. Bradford Torrey of Flint Road could not see how any Commercial development could improve the quality of life for Candia. Mr. Torrey noted the tax rate would go down as well as the quality of life. Mr. Torrey stated it would be nice not to have to go 20 miles for a Grocery Store but still felt the development would be a bad move for the Town. Selectman Duarte informed Mr. Torrey he understood his feelings but advised that the Town has spoken by voting for the proposal in 2003. Mr. Torrey told Selectman Duarte that he seemed to be speaking as if it were a done deal and that it could not be reversed. Various Board members responded by saying it is. Mr. Torrey stated the Town can vote it out. Chairman Kelley stated you might. Joe Saxon of Critchett Road spoke in favor of the Commercial development noting it would be beneficial if the Board makes sure it is neat and maintains a country atmosphere. Joe Saxon mentioned lost tax revenue as the land remains undeveloped. Fletcher Perkins mentioned it was a long way from being built and noted if it was not profitable a developer would not construct it. Joanne Beckwith noted the traffic today was nothing compared to when she raised three children on Old Candia Road prior to the construction of Highway 101. William Byrd said in view of the declining real estate market he suggested that the Board not put any money into the property as they may not get it

back for another twenty years. Selectman Giffen said he heard from a Developer who indicated if the Town doesn't do something relatively soon the Town they may miss out on the opportunity as the area gets staked out. Selectman Giffen noted the Board hoped to find a qualified party to develop the parcels in accordance with the 2003 Town Meeting vote. Selectman Giffen noted another thing that could derail the plan as Mr. Torrey suggested someone could present a petition warrant article and attempt to throw out the vote but he did not think this would be likely. Selectman Giffen stated past Boards expressed an interest to move forward but for what ever reason the potential development was place on the backburner. Chairman Kelley asked if there were any other comments or concerns. There were none. Chairman Kelley motioned to close the Public Hearing at 7:25 p.m. and to continue the Public Hearing on Monday, October 8, 2007 at 7:00 p.m. Seconded by Selectman Brennan. All in favor. Motion carried.

**Chief McGillen to recommend date and time for Trick-or-Treat for 2007:** In accordance with Chief McGillen's recommendation memorandum (attached), Selectman Lazott motioned for Trick-or-Treat to be on Sunday, October 28, 2007 from 4:00 p.m. to 7:00 p.m. Seconded by Selectman Duarte. All in favor. Motion carried. Ingrid Byrd of Depot Road asked if Candia Police could talk to Raymond to see if both Towns could hold the event on the same day. Selectman Lazott stated some Towns like to hold the event on the actual night however Candia traditional holds the event on Sunday in order to avoid commuter traffic.

**The Board to discuss the Transfer Station contract:** Director Emerson noted that the six page document from Counsel providing input on the Transfer Station had just been received that evening. After some discussion the following was determined: Severino would be provided a copy of Counsel's input on the contract for his review, members of the Solid Waste Committee would discuss the input at their next meeting on 10/02/07 and the Board would table the discussion until their next meeting on Monday, October 8, 2007. Selectman Brennan felt comfortable with the timeline noting a letter of intent was previously signed with Severino in order to start the process. Ingrid Byrd questioned what would happen if Severino was not okay with the suggestions. Selectman Brennan stated it standard contract items, hopefully it would be okay but if not they would addressing the matter for discussion on October 8<sup>th</sup>.

**Selectman Brennan to discuss the Pond Project: Gazebo slab, over expenditure, signage, inspections by Primex & State, and allowable activities**

**Pond Project Recap:** Selectman Brennan advised that the project had gone over budget as a result of miscommunications. It was known that the miscommunications were prior to his involvement and that Selectman Brennan did not want to place blame on anyone in particular but just wanted to move forward. Selectman Brennan noted an involved member of the Pond Project had requested a wood floor for the Gazebo instead of a concrete floor as recommended with the manufacturer's instructions which resulted in an issue with the Gazebo. Selectman Brennan stated Gazebo would need to be raised in order for the concrete floor to be installed. Selectman Brennan requested the Board review the attached proposal from Severino Trucking Co. dated 09/18/07 in the amount of \$1,600.00 for labor and materials to install a 4" concrete slab in floor of gazebo. Selectman Brennan motioned to accept the \$1,600.00 proposal from Severino. Seconded by Selectman Giffen. (Motion was withdrawn later in the discussion by Selectman Brennan). Keith Lemay asked for clarification on the floor error. Selectman Brennan explained the person involved in the project requested a wood floor instead of going with the manufacturer's instructions which resulted in head room clearance of 6'5" instead of the required

6'8". Selectman Brennan advised in order to complete the Gazebo correctly the \$1,600.00 proposal was necessary. Bradford Torrey thought the Project was not going to be an expense to the Town. Selectman Brennan stated it was a 50% match grant for the overall project and that the funding is reimbursed once the project is completed, inspected and maintained as required by the grant. The Board members felt during the Town meeting when the Pond Project was voted on the requirements like maintenance were not properly explained. It was noted that none of the present Board members were serving at the time of the original proposal. Ingrid Byrd asked how much over budget the project was. After some discussion, the over budget figure of \$9,962.00 was noted which include the \$1,600 for the correction on the gazebo. Selectman Brennan reviewed the attached document labeled "Areas of potentials under expenditures to help offset areas of over expenditures" provided by Director Emerson. Funding to total \$9,962.00 was located within the 2007 budget as follows: Elections & Registrations \$2,000, Recycling Retirement \$3,200, Summer Rec/Ski Program \$1,200, and Police Wages/Benefits \$3,562. Selectman Brennan advised he wanted to pay the rest of the contract with Severino and was requesting the Board to authorize \$9,962.00 to coverage the overages on the project involving the Gazebo, electrical work and lighting. Joe Saxon questioned why Severino was being paid more. Chairman Kelley noted Severino did additional work as a result of being told incorrectly the first time around. Director Emerson noted his contract price remained the same. Selectman Brennan withdrew his prior motion involving the Gazebo as he wanted to include the \$1,600 figure within the total overage figure of \$9,962.00. Selectman Lazott motioned to approve the \$9,962.00 figure in order to coverage overages and proceed with the final payment to Severino Trucking for the Pond Project and also to offset areas of the over expenditures as outlined by Director Emerson. Seconded by Selectman Duarte. All in favor. Motion carried.

**Signage Discussion:** Director Emerson informed in order for the Town to have "no parking" signs on High Street as recommended by the Town's liability insurance carrier the Town must make the request in writing to NH Department of Transportation and the Town must commit to enforcement on the no parking. Director Emerson thought if the request was granted that DOT would provide the "no parking" at no cost. In the event the State does not provide the "no parking signs" the costs for the signs at NE Barricade were \$15.03 per sign and \$23.56 per post. Selectman Duarte wanted to obtain the opinion of Chief McGillen on the enforcement of the no parking area. Selectman Brennan advised in addition to the "no parking signs" the Town would be required to have two other types of signage. Selectman Brennan state one sign would list the rules of the park which the Town would pay for. Selectman Brennan stated the other required signage which would inform on the federal funding and those signs would be provided at no cost to the Town. Director Emerson noted two quotes for the rules were obtained: Sarra Signs \$175.00 and Barlo Signs \$594.00 (attached). Selectman Brennan reviewed the list of rules suggested by Primex Insurance (attached). The Board and attendees discussed "no hockey". Keith Lemay spoke in favor of allowing hockey noting perhaps offering hours in the evening. Chairman Kelley was against the possibility as he was concerned about smaller children being hit by pucks. Selectman Lazott was not in favor of allowing hockey due to liability concerns noting the Town was presently being sued for an injury on the playground. Selectman Lazott stated unfortunately people are not responsible for their own actions. Keith Lemay suggested having hockey organized through some organization such as CYAA with adult supervision. Keith Lemay stated he was asking the Board to consider 1) having hockey through an organization 2) hold certain hours for playtime. Selectman Lazott stated without an organization as a responsible party hockey opens the Town up to too much liability. Selectman Duarte thought offering hockey through an organization was a good idea. Ingrid Byrd stated the Town

was informed when the skate park was established there would be adult supervision and that has not been the case. Selectman Giffen thought it would be fairly inexpensive for an organization such as CYAA to build a level rink and did not find Pond Park to be a suitable location due to the size, shape and close proximity to the road. Ingrid Byrd questioned snow removal on the pond. Selectman Brennan noted there was no stipulation in the contract on the snow removal requirement as that would be a Board's decision and at this time they were not in favor of paying for snow removal. Selectman Brennan informed he would work on the wording for the rule sign and report back to the Board. The Board also tabled the "No Parking" sign discussion until input from the Police Chief has been received.

**The Board to provide direction on the Conservation Easement for the Deerfield Road Property:** Chairman Kelley informed he had recently received a copy of the draft easement and thought the Board members should review it as well as Town Counsel. Conservation Commission Chair Ed Fowler stated the language was discussed with the Commission and they wanted reserve the right wording inserted within the easement which would cover a future parking area with a shelter for an educational site. Chairman Fowler stated Jesse Remington High School was using the land for educational purposes. Selectman Lazott stated he wanted to see that they allow hunting, fishing and trapping on the property. Selectman Lazott stated he did not like a 3<sup>rd</sup> party holding the easement and preferred deed restrictions. Chair Fowler did not find deed restrictions to be as permanent as easements. Selectman Giffen pointed out that there were already deed restrictions on the property which requires a conservation easement to be placed on the property. Conservation Chair Fowler advised he would provide more information on the "reserve the right" wording to the office in approximately one week and at that time Director Emerson would send the draft easement with the updated information to Counsel for his review. Conservation Chair Fowler advised they would not hold a Public Hearing until after the first of the year.

#### **The Board to finalize the Operating Budget via the attached flagged items list**

**Conservation:** Chair Fowler provided the Board with the attached "2007 Conservation Commission Expenditures (Year-to-Date)" and "Candia Conservation Commission account structure". Chair Fowler noted shifting a copy of lines within the budget to be more reflective. Chair Fowler noted the budget was back end load meaning there were projected expenditures to be spent at yearend. Chair Fowler stated they were asking for a total budget of \$2,900.00 as they would be leaving in student projects which they hoped to accomplish in 2008. The Board was okay with the Budget as proposed. Chair Fowler noted Dick Snow was the Commission's Treasurer as it was recommended to have one.

**Health & Welfare: Breakdown/Director Mary Hall** provided a breakdown for the budget committee on the number of families served (17). **Insect Borne Disease Control/Director Hall** informed she researched items on line as well as contacted Sarah McGregor of Dragon Pesticides out of Stratham. Director Hall informed Sarah McGregor was quite knowledgeable and that her Company was utilized by the State of New Hampshire as well. The Board reviewed the attached printouts on pricing for mosquito's dunks and larvicide's. Director Hall said the dunks were nice but short lived as they would need to be applied every two weeks and depending upon the area to apply to they could become expensive over the course of the summer. Director Hall stressed the importance of the Town filing an application for spraying in the event there is a serious need. The application fee was noted at \$600.00. Selectman Duarte felt dragon flies were extremely

effective. Director Hall stated she could not find information on purchasing dragon flies and mentioned they could drift out of Candia. Ingrid Byrd provided Director Hall information on a potential company. Director Hall felt the Board should fund money in order to protect the public in the event there was a serious need also in effort to be proactive. Chairman Kelley mentioned that the matter was serious as his cousin from Newton was presently in a coma with EEE. Selectman Lazott stated for the record the State of NH had two outbreaks of EEE during an extremely dry summer. Director Hall discussed her attached breakdown on the possible options. Director Hall mentioned a larvaside program for \$20,000 which the State would reimburse 25%. Director Hall discussed trappings for \$4,000.00 which would assess the Community's risks. Emergency Management Director Bob Panit expressed concerns over the fact that the request for funding had been before the Budget Committee for three years and they are against spraying yet Candia is in the middle of Communities faced with EEE and West Nile Virus. Emergency Management Director Panit noted the application would be prepared in the event of a worst case scenario and wondered why the Budget Committee was against having money in the budget for that noting the Town just rolls the money over if they do not have any positive tests. Selectman Brennan thought some budget committee members had a moral concern over spraying verses a financial. Selectman Brennan thought the majority of them thought it was more harmful than helpful as they mention spraying 30-years ago. It was noted that there were a lot of changes in pesticides since 30-years ago. Ingrid Byrd spoke out against spraying because of her asthma. Ingrid Byrd felt many people were looking for non-chemical approaches for their everyday lives. It was noted that the Board felt strongly about including funds within the budget for insect borne disease control and not as a warrant article. Mrs. Lessard of Old Candia Road expressed concerns over living beside Mill Pond stating she was not in favor of spraying but thought something should be done. Selectman Giffen informed that the Board felt strongly on placing the request within the budget as it would not be a one time request as it would actually be an ongoing yearly problem. After some further discussion the Board agreed to budget a total of \$8,600.00 under the insect borne disease line (\$4,000 trappings, \$600.00 application fee and \$4,000.00 dunks & granules). Ingrid Byrd mentioned a leaky roof funding system utilized by the School Board. The Board liked her suggestion. Selectman Giffen suggested preparing a warrant article for an emergency fund to have the Town's own leaky roof fund. Selectman Giffen thought \$10,000 would be an appropriate amount to be contained in the fund. Director Emerson was instructed to a draft warrant article. **Computer/**The Board reviewed some pricing obtained by Director Hall for computer items. After much discussion, Selectman Giffen instructed Director Emerson to place \$950.00 with in the line for the computer expenses.

**Health & Welfare Director Hall to discuss a mutual aid agreement with the Board:**

Director Hall presented the Board with the attached mutual aid agreement proposed for Candia and Deerfield. Selectman Giffen suggested the document be placed in the sign folder for the Board's review and possibly sent to legal for review and input. Selectman Giffen requested the RSA in the agreement be placed in the sign folder as well. Item tabled until the October 8, 2007 meeting.

**Tax Collector-Identifying Mortgagees:** Tax Collector Sanders informed she had obtained three more quotes totaling six and only three had municipal experience. Tax Collector Sanders advised the three that did not have municipal experience rates per search were two companies at \$75.00 and one at \$95.00. Tax Collector Sanders advised Land & Boundary Consultants would charge \$17.00 per search and had worked for the Town at one point but for reasons unknown former Tax Collector Swain opted not to continue with their services. Tax Collector Sanders

mentioned other fees on top of the \$15.00 figure but noted those were fees the searching companies would not be involved with. Director Emerson asked if the \$15.00 price per search would get her what she needed from a searching company. Tax Collector Sanders indicated it was. Selectman Lazott reminded that a quote for \$17.00 per search had also been received by a person that has done work for Jaffrey, Claremont and Freemont. Tax Collector Sanders stated she had not had the opportunity to check on the references of the individual. The Board asked Director Emerson to check with former Tax Collector Swain to see why she discontinued the services of Land & Boundary Consultants. Selectman Giffen made mention of Town Counsel's prior letter which advised that some Towns do allow their Tax Collectors to conduct the mortgage searches. Tax Collector Sanders said it was her high priority to cover the Town. Director Emerson calculated the averages for the searches conducted in 2005, 2006 and 2007. Based upon the calculations the Board agreed to budget \$915.00 within the line to cover 61 possible searches at \$15.00 per search. Selectman Duarte commented with that figure in place the Board would be able to hire someone to conduct the searches if the Tax Collector became sick.

**Ski Program:** Director Emerson noted several phone calls to the school and Karen Blackman and still has heard nothing about the Ski Program or who will run it. The Board discussed the possibility of providing zero funding within the line. Selectman Giffen suggested since it was a function within the school perhaps the school should run it and fund it. Selectman Giffen suggested leaving \$1,500 within the line. A vote to remove the funding and the ski program line was taken: Chairman Kelley, Selectman Lazott and Duarte were in favor of removal. Selectmen Giffen and Brennan were in favor of keeping the line and the budget. The Ski program was removed.

**Pond Project:** Selectman Brennan suggested budgeting \$1,643.00 within the line \$500 for cleanup, \$843.00 for mowing and \$300.00 for lighting. The Board agreed on the numbers as presented and also agreed a budget was necessary in order to satisfy the Federal Grant requirements.

**Building Maintenance:** Selectman Lazott noted a couple of local contractors (Tim Berger and Paul Frazier) had recently looked at the building to give input on a recently discovered building rot problem at the Town Office Building. Selectman Lazott stated the quotes were unknown at this time awaiting more information from the contractors. The Board agreed to increase the line from \$6,000 to \$9,000 waiting more information from the contractors on the extent of the problem and the financial quotes.

**Groundskeeping:** Selectman Brennan questioned the upkeep of the landscaping and wondered if more money should be funded within the line in order to maintain a well-kept look. After some discussion the Board determined to keep the line at \$1,200. Selectman Giffen asked Secretary Chabot to check with Road Agent Lewis to see his input on recycled materials for mulch.

**Website Hosting/domain name:** Selectman Giffen reported the hosting fee per year would be \$59.40 with a domain name fee of \$15.00 versus Fourae's charge of \$400.00 for hosting and \$75.00 per year for domain name fee. Selectman Giffen advised his proposed stipend of \$1,000.00 for the Webmaster was based upon a yearly average at \$10.00 per hour.

**Fire Department/Clarification on Inspection Fees:** Director Emerson advised the inspection review fees were determined to be a Planning Board fee as it is in the Planning Board's regulations. Selectman Lazott expressed dissatisfaction with the rate of 10-cents a square foot when other Towns charge between 2 to 4-cents a square foot. Ingrid Byrd thought the Fire Chief was originally asking for more but was cut down by the Planning Board.

**Police Department:** Director Emerson noted the Police Retirement rates changed from \$50,667 to \$47,707. Selectman Lazott informed he placed a call on video equipment but had not heard back as of yet. Selectman Lazott stated he would be willing to add the funds for the video equipment at later date and would face the Budget Committee with the request.

**Professional expense for handicap accommodations:** It was noted that Secretary Chabot had contact the Governor's Council on Disabilities for their input on the naming of the line and they thought "Potential ADA Requirements" would be appropriate for the potential items it may cover.

**The Board concluded their 2007 Budget Meetings. It was noted that Director Emerson would prepare and sent the budget to the Budget Committee.**

**The Board will review the Budget Committee's Department Schedule:** The Board reviewed the attached information provided by Budget Committee Chair Penfield on the requested departments to be addressed by the Budget Committee on October 15 and October 18, 2007. The Board asked Director Emerson to notify the Chairs and Department Heads on the dates.

**Approval of Previous Minutes:** The Board agreed to defer the approval of the following minutes: Public Minutes and Non-Public Meeting Minutes of 08/27/07, Public and Non Public Meeting Minutes of 09/10/07 and Public Budget Meeting Minutes of 09/08/07.

### **Any Other Business**

**Tax Collector Sanders request to place an ad for the Deputy Tax Collector position:** Selectman Lazott mentioned to Tax Collector Sanders that he felt the ad she crafted for the vacant Deputy position was too long and the criteria was way to strict. Selectman Lazott advised Attorney Holquist of the Local Government Center had advised on the matter that the Selectmen should remind the Tax Collector that she is not doing her job if she does not have a Deputy in accordance with the RSA which states the Tax Collector shall have a deputy. Selectman Lazott felt the criteria was unreasonable and felt the Deputy would need to be more qualified than she was when the Board appointed her to the position. Tax Collector Sanders advised she has been asking everyone she knows if they are interested in the position without any luck. Tax Collector Sanders offered to read the ad for the position. Selectman Duarte advised he already read it and felt he didn't have enough time to hear it. Tax Collector Sanders reviewed the ad noting a lot of what was stated was per RSA. Selectman Lazott stated the RSA says nothing about requiring high school diplomas and some college. Selectman Lazott advised there would be no way the Town could find a person for three hours a week when requiring those qualifications. Chairman Kelley agreed noting she may have to find someone less qualified. Selectman Giffen suggested reducing the ad considerably and noted they would need to pick the best person for the pool. Selectman Lazott felt one part of the problem was the Tax Collector was looking for someone to



fill in on a short notice on an on-call type of arrangement. Tax Collector Sanders said the person would need to step in if she was incapacitated. Chairman Kelley stated he would not accept a position with that arrangement. Selectman Lazott felt it was unacceptable. Selectman Duarte said the Tax Collector needs to run a basic ad and then get the interested parties in to discuss particulars. Selectman Lazott noted Director Emerson trained half the people employed at the Town Office and found she doesn't have the qualifications listed in the ad. Tax Collector Sanders said she was hoping to get the ad out today. Selectman Lazott mentioned she had someone who was interested in the position but did not like the on-call arrangement described in which that person may need to open up the office and then go home once Tax Collector arrives. Tax Collector Sanders advised she never said that to anyone and that she mentioned a two day notice for being called in. Tax Collector Sanders stated during a certification training in August Bernard Cambell an Attorney for the Tax Collector's Association said that the legislation allowed non-residents to serve as Deputy. Selectman Brennan asked if she was bringing up a past subject in which she asked the Board to consider the recommendation of a person who was not a resident. Selectman Brennan asked Tax Collector Sanders if they could get off that subject as the Board had already made it clear that the answer was no on the recommendation. Selectman Duarte stated we made that clear. The Board members agreed. Tax Collector Sanders informed she hoped to have a Deputy within the next 30-days. Selectman Brennan asked if she contacted other Towns about the pay rates. Tax Collector Sanders mentioned the pay rates varied between \$12.00 and \$18.00 per hour. Selectman Giffen suggested budgeting higher. Tax Collector Sanders suggested budgeting \$15.00 per hour for six hours a week. Selectman Lazott said he was not comfortable with \$15.00. Secretary Chabot thought \$15.00 was above the Deputy Town Clerk's pay rate and mentioned in past years the Boards have tried to keep the starting salaries similar for both Deputy positions. Director Emerson asked Tax Collector Sanders what pay rate was the person that shadowed her interested in as she indicated money was the problem. Tax Collector thought she would be interested in \$15.00. Selectman Giffen thought the Tax Collector might need to get someone with minimum level of qualifications and train the person.

A discussion took place regarding Tax Collector Sanders having an applicant shadow her in the office prior to an actual hire. Selectman Lazott read the meeting minutes from 03/26/07 in which the Board agreed that only employees, elected officials and department heads would be allowed within the Selectmen's Office after hours. Selectman Lazott stated he knew she was present for that meeting when it was discussed. Selectman Lazott asked Tax Collector Sanders who authorized her to have someone shadow her in the office. Tax Collector Sanders advised she did not think it would be a problem. Selectman Lazott repeated she was present at the meeting. Ingrid Byrd felt Selectman Lazott was getting into personnel issue. Selectman Lazott did not think so noting he was reading from a Public record. Tax Collector Sanders stated she always locks the half door in the evening and that other people bring people into the office. Ingrid Byrd repeated she was not comfortable with the discussion as she felt it was a personnel matter.

Selectman Giffen suggested vague wording for an ad. Selectman Giffen asked if Tax Collector Sanders had money available in her budget to pay for the ad. Tax Collector Sanders stated she did. After much discussion the following was determined: Tax Collector Sanders would reduce her original ad considerably. Selectman Giffen motioned to have Tax Collector Sanders expend an amount not to exceed \$75.00 for the purpose of running an ad for the vacant Deputy Tax Collector position. Seconded by Chairman Kelly. All in favor. Motion carried. Selectman Brennan suggested Tax Collector Sanders asked applicants what they are expecting for a pay

rate. Selectman Giffen agreed and said let them generate a number and then come back with a counter offer. The Board instructed Director Emerson to budget an amount under the Deputy line that would represent \$12.00 per hour at six hours per week. Tax Collector Sanders agreed with the recommended amount. The Board instructed Tax Collector Sanders to check with her interested party on an acceptable hourly rate and report back. Selectman Lazott stated then the Board could make a counter offer. The Board agreed.

**Brownfields Letter of Support:** Secretary Chabot informed Director David Preece of Southern NH Planning Commission was requesting another letter of support from the Town in regards to an application for a Brownfields grant that they are making out on behalf on their Communities. Secretary Chabot advised the Board had signed a similar letter in 2006 when they applied for a grant that year. The Board members signed the attached letter of support.

**Selectman Giffen to report on a favorable review for Facility Operator Chuck Whitcher:** Selectman Giffen stated a favorable review had been completed on Facility Operator Chuck Whitcher noting he had Chuck self review and then reviewed the rating for accuracy. Selectman Giffen stated Chuck Whitcher was hard on himself. Selectman Giffen stated the rating was highly favorable and would have been higher had he completed the review. Selectman Giffen stated overall Mr. Whitcher was doing a great job keeping the place neat, clean and upbeat. Selectman Giffen noted the money the employees were obtaining for the Town with the recycling programs. Selectman Giffen advised there would be no merit increase at this time because of the default budget.

**Thank you to Animal Control Officer Rodier:** Selectman Brennan thanked Animal Control Officer Rodier for his recent assistance on skunk removal at his residence.

**Old Library Building:** Chairman Kelley reported that the Town was notified that the Building was placed on the National Registry as on 09/13/07.

**Announce Next Regularly Scheduled Meeting Date:** The next regularly scheduled meeting will be held on Monday, October 8, 2007 at 7:00 p.m.