



*Town of Plaistow ♦ Board of Selectmen*  
145 Main Street ♦ Plaistow ♦ NH ♦ 03865

**SELECTMEN MEETING MINUTES**

**DATE:** August 20, 2007

**CALL TO ORDER:** 6:35 pm

**PRESENT:** Michelle Curran, Chairman; Lawrence W. Gil, Vice Chairman; Daniel J. Poliquin, Charles L. Blinn, Jr., John Sherman, Jason Hoch, Town Manager

**PLEDGE OF ALLEGIANCE**

*M. Curran asks Chief John McArdle to stand and come forward to receive an award based on professionalism of his department. States she is very proud of both the Fire and Police Departments.*

*J. Hoch presents Chief McArdle with a plaque thanking him for his Department's service and professionalism.*

**MINUTES:**

▶ *Motion by L. Gil; Second by J. Sherman to approve the minutes with changes of August 6, 2007.*

**VOTE:** 4-0-1

**PUBLIC COMMENT:**

**State Line Plaza**

*Brian Levasseur states his first issue is with Haynes Boulevard. States he would like to know why it will be closed for four months and when it will be reopened. States his concern over a driveway that comes out of the rear of that plaza and feel that it is a hazard.*

*M. Curran asks if it is near the proposed CVS it is an approved driveway.*

*B. Levasseur states that he feels that it is a hazard as there is no space to turn around and vehicles cannot be seen until a car comes around the curb. States those drivers are going much faster than the proposed speed limit. States that brush that is overgrown is hindering drivers from seeing and would like the brush removed.*

*J. Hoch states that Michael Dorman has brought up these issues.*

*B. Levasseur states his second issue is with Westville Road as there is brush being cleared and a flat bed truck parked there.*

*M. Curran states that it is also an approved site and it will be used for Industrial work. States she believes the truck could be there for loading or unloading.*

*J. Hoch states the Haynes Boulevard issue will be followed up on and will have answers as to where it is going.*

## **Police**

*J. Hoch states he would like to discuss the issue of Outside Detail being used. States he brought this to the attention of the Board of Selectmen a few months ago and one of the issues was being able to engage Property owners in the conversations as well. States the purpose of the conversation is to determine what questions the Board may still have and if they will be inclined at some point to approve this policy. States that a public hearing will still need to be held.*

*Chief Stephen Savage introduces Sgt. Patrick Caggiano, Sgt. Scott Anderson and Deputy Chief Kathleen Jones.*

*Chief Savage states it has been a problem engaging the public in conversations with the Police Department about private functions that will be taking place. States the police department follows up with the public about safety hazards. States that some property owners who have contractors coming in to do private work do not talk to the Police department about what is taking place and that also becomes a safety hazard.*

*Sgt. Anderson stated he has spoken with other Town's Police Departments about what their ordinances are. States that when subcontractors show up to begin work, their concern is that they are blocking off traffic areas which can become dangerous.*

*M. Curran asks how the Police Department would go about making the public aware of what the rules and needs are for contracting out work.*

*Chief Savage suggests making it public on the Town of Plaistow's web site. Suggests making the Town Clerk and Selectmen's Secretary aware of it.*

*M. Curran asks what the requirements are for outside detail.*

*Sgt. Anderson states it will depend on the Contractor and what they want. States that the goal is to keep the Contractor and the employee's safe as well as watching the vehicles but this does not mean directing traffic.*

*Chief Savage states the Outside detail could be used for crowd control or traffic control and protecting the person's site. States the officer needs to be mindful the Contractor has hired them to protect the people and their property.*

*Deputy Chief Jones states they do have rules and regulations that they must adhere to.*

*J. Sherman states that it is necessary to remind the public this refers to Police not Fire detail. States that uniform police officer and detail police officer should use the same title.*

*J. Sherman asks how the rate of pay is determined.*

*Chief Savage states it is done on what the highest hourly rate would be.*

*J. Sherman states he believes the Board of Selectmen decide the rate of pay and states that it should be in the Local ordinance and should not reference a Union contract; should only be what the Town approves.*

*D. Poliquin asks if there is a fee schedule for a marked cruiser being on site.*

*Chief Savage states it is \$25/ hour and tried to mirror what others are paying. States it is necessary to recover costs. States a marked car is not used unless it is requested by the Contractor.*

C. Blinn, Jr. states he believes the subcontractors should have some networking to recover the fees. Asks if it is the Subcontractor's or the Contractor's responsibility or the larger Companies responsibility.

Sgt. Anderson states he send the rules to the subcontractors.

Chief Savage stated they maintain a significant mailing list and send out information when a Detail officer is going to be needed.

C. Blinn, Jr asks if there are a lot of detail opportunities and if it would be a strain on the Police Department with the hours they are already putting in.

Chief Savage states that is a valid point. States it is not to generate details but an alternative on how to come up with a plan. The Police Department would like to be consulted first before there is an issue.

M. Curran asks how this would play into planning.

Sgt. Anderson states there are some details that will be assigned when they are consulted.

L. Gil states there have been articles in the newspaper about officers being hit. States that Route 125 seems to be a nightmare with oppressive traffic.

Chief Savage states it is frightening for the officers to be standing out there but fortunately there are markers.

L. Gil asks if it is a requirement for the officers to wear a neon vest.

Chief Savage states that he makes them wear one even though some contractors are opposed to it because they don't like the colors.

L. Gil states that being able to properly notify contractors and subcontractors to being aware of this plan. Asks if the Police Department plans on notifying all the companies, assuming the ordinance goes forward.

Chief Savage states it would be the goal to do that. States he believes only one or two warnings would be necessary for the Commercial owners to listen.

L. Gil asks about the number of hours the Police Department is putting in and who is monitoring it. Asks if those numbers would be available to the Board of Selectmen.

Chief Savage states it is tracked weekly by the Police Department and is then given to the Town Manager so he can be aware of it.

L. Gil asks if there is an in house rule

Chief Savage states there is no in house rule but everything is discussed between his officers privately.

Deputy Chief Jones states that in particular instances, they do not allow their officers to go over double shifts as anything over that is unsafe for themselves as well as the public.

J. Hoch states it is not a bad idea to track it and report it.

D. Poliquin asks if there is a contingency plan to shutting someone down if they do not have a Detail officer.

Sgt. Anderson states they will call and state they need an emergency detail. If no one can come to the site, they will shut it down.

L. Gil asks if the roads outlined were major roads and/or roads used frequently.

Chief Savage states that they are.

### **Office Trailer**

J. Hoch states the Police Department has looked into the possibility of an office trailer to provide additional room for detectives. States that it looks to be a reasonable and cost effective approach to dealing with short term space needs. States that acquisition and outfitting of a reconditioned trailer would be approximately \$10,000 to be paid from the Safety Complex Impact Fee Account, with the balance being approximately \$55,000 as of now.

Chief Savage states Sgt. Caggiano did quite a bit of leg work to obtain information about this trailer.

Sgt Caggiano states the current office is cramped especially if there are five or six men there at the same time. The new trailer itself has many opportunities, those being: Allows evidence processing, process and test drugs, Meeting between detectives and outside public, Confidentiality issues, and silence for phone calls. Believes it also doubles their space as well as it being a safer environment.

L. Gil asks if the two work stations would be where evidence processing is done.

Sgt. Caggiano states that it would be done on an opposite work station.

L. Gil asks if that area would be dedicated solely to evidence processing or would the detectives have to move somewhere else to do this.

Sgt. Caggiano states a certain section would be for processing. It would not be done on their desks. The larger items would be done in the garage out in back.

L. Gil states he believes you would want to have an area solely dedicated to evidence processing.

J. Sherman asks about the basics such as plumbing and what kind of trailer it is.

Sgt. Caggiano states there is no plumbing. States the trailer is mobile so that if it needs to go somewhere else at some point, it can be done. States it has two doors and windows for ventilation as well as baseboard heating and wall air conditioners.

J. Sherman asks if it will go through an inspection process.

Sgt. Caggiano states it will be inspected and he has gone through them to see what they are like inside and out.

J. Sherman asks if security issues have been considered.

Sgt. Caggiano states that yes they have been.

J. Sherman asks what the annual cost would be.

Chief Savage states they consider this an interim fix. States he is not sure what the cost would be for heat and electricity. States how long it would be on site would be up to the voters.

J. Sherman states it would be recommended to obtain information from someone else with experience with this kind of trailer to figure what the costs would be

J. Sherman asks what will be done with the space in the Police Department

Chief Savage states it will free up space for the secretary and the remaining space will be used for interrogations and interviews.

M. Curran asks if new phones will be used in the work stations or if the old ones will be brought in.

Chief Savage states any extra costs, like phones, incurred should come from the Public Safety Impact fees.

M. Curran asks if they have looked at the space where the trailer is being put and will it interfere with the Fire Department

Sgt. Caggiano states it will be far enough off the curbing where the public works trucks will not hit it when they are plowing. It will not interfere with the Fire Department.

C. Blinn, Jr. states it sounds like it is needed and cost sounds good for this kind of trailer. States he is in favor of it especially when it can be used again later on for other things.

J. Sherman states that if impact monies are being used, it may restrict what it can be used for in the future and may have to stay with the Safety Complex.

J. Hoch states it will have to be researched on how it can be used in the future.

Chief Savage requests that the Board of Selectmen consider authorizing the Town Manager to make a decision as soon as possible before the weather changes.

J. Hoch states they will be recommending to the Planning Board to release the monies.

► Motion by L Gil to contact the Planning Board for the releasing of monies available through impact fees for the Safety Complex for the purchase and outfitting of the trailer for the Safety Complex in the amount not the exceed \$10,000; Second by J. Sherman

**Vote: 5-0-0**

J. Hoch states as a follow up exercise earlier this year, he asked Chief Savage to gather some information to discuss the feasibility of joining the Southern NH Special Operations Unit. Asks the Board for their general feedback including questions they may have before any further analysis is pursued.

Chief Savage states two years ago they came before the Board of Selectmen asking to join the NH Special Operations Unit. At that time, it was \$2,500 to join. Currently, it is \$5,000 to join. States call out and overtime are relatively small. The gear is offered by the team itself. Monthly training would be overtime pay.

J. Sherman asks about the benefits to joining and why we would need it.

C. Savage states that we would need it for Warrant entry, Hostage situations, Barricade situations, etc. States using the Southern NH team would mean access to a medical contingent. They are a sister organization to NH Hazmat. The benefits are primarily call out times are short, there is consistent training, background training and experience that is brought back to the Department. If the Southern NH group was asked to respond and the Department was not a member, it would be charged by the hour.

M. Curran asks if the Chief has many Police officers interested in training.

Chief Savage states that because they are interested does not mean they will do it. States the training is rigid and going through an intense training process is necessary.

J. Sherman states he would be interested in pursuing more information. States he has not made up his mind about whether he is in favor of it but is not opposed to hearing more about it.

*M. Curran states she believes it is a benefit and would like to investigate it further.*

*J. Hoch states there would have to be a discussion about the rest of the costs. States there is a secondary cost if the Town is sending their own people out on one of these runs.*

*D. Poliquin states he believes it would be a benefit for the Town to belong. States it would be nowhere near the same cost if the town had to do it alone.*

*M. Curran asks if this information can be brought back to the Police Department.*

*Chief Savage states any officer that becomes a member can bring it back to the officers on his shift and supply the information to his team.*

*D. Poliquin states this is not defensive it is offensive. The Town has grown to the point where we are incurring a need for this more and more.*

*L. Gil asks that if the Town did not belong to this and there was an issue, are there any numbers that can be presented about an average situation where you would have to call the Southern NH team in and we are not a part of it.*

*Chief Savage states he does not have those numbers.*

*L. Gil states he would like to see those numbers. States it is good for everyone to see what the ramifications are if we are not a part of Southern NH team*

*M. Curran asks J. Hoch to get the cost for the Board of Selectmen.*

*J. Hoch states that as time goes on, there is a chance for broader training and more opportunities will be there for other staff to join.*

*M. Curran asks Chief Savage to respond to the newspaper article and assure residents that their safety is first and foremost attended to by the Police Department.*

*Chief Savage states the article about staffing was requested by him. States that under no circumstance will they allow a situation to occur where they will not respond to a call. States that if his Department is on an emergency call, they will send a car to the second call as things are prioritized. If issues arise and escalate, they will send someone over, even if it is from another Town.*

*J. Hoch states that Chief Savage will be discussing an opportunity of a donation from a developer of State Line Plaza in excess of \$5,000.*

*Chief Savage states he spoke with the developer. States a conversation transpired over the issues of State Line Plaza and what is taking place and the impact it has. In process of that conversation, the developer offered a donation of \$25,000. Chief Savage states this donation can be used for various projects that need to be worked on.*

*M. Curran asks what the dollar amount is.*

*Chief Savage states it was not to exceed \$25,000.*

*M. Curran states they were charged and assessed impact fees with the Planning Board. This would be above and beyond what the Planning Board already charged them.*

*J. Sherman states he believes it should be pursued and the Town Manager should be allowed to make the final decision.*

▶ *Motion by L Gil; Second by C. Blinn, Jr to approve allowing the Town Manager to authorize and approve the donation not to exceed \$25,000.*

**Vote:** 3-2-0

*J. Sherman asks what the down side would be and why M. Curran would not approve it.*

*M. Curran states she personally has an issue with it when it is an ongoing project.*

*J. Sherman asks if M. Curran would be more inclined to vote yes if the project was finished.*

*M. Curran states she would*

## **Town Managers Report**

### **Correspondence**

*J. Hoch states there is a reminder from Town of Sandown regarding Electronics Recycling Day on August 25th from 8 -noon at Sandown Central School. Open to Plaistow residents. Computer monitors. TVs, laptops, 7-Aug fluorescent bulbs will be taken for a fee. Flyer from LGC. Closest seem to be Wednesday evenings in Manchester or Portsmouth.*

*Copy of letter from Library trustees to Citizens Bank requesting balance of Mary Nelson Trust*

*Notice from Omni point Communications that they will be performing minor modifications to antenna 13-Aug on water tower.*

*Letter from Merrimack Valley Red Cross Armed Forces Emergency Service Committee discussing organization's work and offering opportunity to appoint a representative to join the committee.*

*Letter from Sumner regarding status of pole license change by state. Currently, reviewing Kingston's issues -- there is a possibility that state has issued a "blanket letter" amending all licenses. Expect an answer in September. If such a letter exists there is a possibility of assessing easements on all state highways as of April 1, 2007*

*Letter from NHDES regarding well testing on Fran Avenue. Chloroform is not above standard guidelines*

*Letter from Ed & Emily Metcalf thanking Fire Department, saying "I cannot say enough about the professionalism, responsiveness and genuine concern on the part of the personnel who arrived at our home."*

*J. Sherman asks if letter was sent to Board of Selectmen or Fire Department.*

*J. Hoch states it was sent to the Town and forwarded to the Fire Department.*

*Notice from Sandown regarding Area Selectmen's meeting on Wednesday, September 12th.*

*Copy of hearing notice for ZBA meeting on August 30.*

*E-mail from parent of a summer Recreation camper commenting, "The program was very well-run. It was chock-full of fun activities, staffed by friendly and caring counselors and directed with the children's safety considered above all else."*

## **Tax**

*Possible properties to be deeded from Tax Collector. Two to decline taking (Beede) and several to consider. Maps show abutting property --in remaining cases, Town owned land is adjacent to tax deed eligible parcels.*

## **Finance**

*J. Hoch states he has put together a slightly revised investment policy stating that the Town is slated for an annual review of this. States the law changed this past summer to incorporate new investment vehicles for Trustees of Trust Funds. States that Jill Senter and the Town Manager have revised the policy for Trustee's segment. Suggest that it is renewed per approval of the Board of Selectmen next month.*

*J. Hoch states he has been working on MS-4 which is the report of anticipated revenues for the year. States that, generally, revenues are trending close to budget estimates overall. Some department items are up and some are down. He states that overall, we anticipated \$3,086,713 (with capital reserve transfers) and MS-4 is showing \$3,080,396 so estimates were within 0.2% of actual.*

## **Health**

*J. Hoch states the Prevention Guidelines for EEE and WNV protect you from mosquito bites. If outside during evening, nighttime, and dawn hours when mosquitoes are most active and likely to bite, children and adults should wear protective clothing such as long pants, long-sleeved shirts, and socks. Consider the use of an effective insect repellent, such as one containing DEET. No more than 30% DEET should be used for adults and children. DEET should NOT be used on infants less than 2 months old. Repellents that contain Picaridin or oil of lemon eucalyptus provide protection similar to repellants with low concentrations of DEET. Oil of lemon eucalyptus should not be used on children under the age of three years. Children should not apply DEET to themselves. Wash all treated skin and clothing after returning indoors. Always use repellants according to the manufacturer's directions! Be aware of where mosquitoes live and breed and keep them from entering your home. Fresh water swamps provide breeding habitat for the mosquito species commonly associated with Eastern Equine Encephalitis (EEE). Make sure that doors and windows have tight-fitting screens. Repair or replace all screens in your home that have tears or holes. Eliminate standing water and other mosquito breeding locations. In warm weather, mosquitoes can breed in any puddle that lasts more than 4 days! Do not allow water-holding containers to collect water. Make sure roof gutters are clean and draining properly clean and chlorinate swimming pools and outdoor hot tubs. Remind or help neighbors to eliminate breeding sites on their properties.*

## **Planning**

*ZBA meeting is August 30 not 23<sup>rd</sup> as reported last week. Leigh has sent a letter to RPC seeing assistance for grants and or assistance in performing a traffic calming study along Route 121A.*

## **Fire**

J. Hoch states the department has been evaluating a new cascade system for replacement (under the Assistance to Firefighters Grant received). The Chief expects receipt of the next portion of grant funds shortly. Drill last week led to finding that a 4" hose on Engine 7 was unsafe for use. Since the Department is migrating from 4" to 5" hoses, this is not something in inventory. Firefighter Dick Colcord passed along that Fremont received a grant for hose and some excess used hose was available. Chief Heselton from Fremont passed along that hose, which has passed the hydro test and was available. Hose was collected and is being put into service for the department. This suggestion from Firefighter Colcord and Fremont's generosity has saved the Town of Plaistow \$4,000.

M. Curran asks if a Thank you letter was sent to Fremont.

J. Hoch states that yes it was.

## **Water**

SFC Engineer's analysis of water system ongoing. Flow testing is schedule for Monday.

## **Highway**

DOT would like us to move forward Garden Road Bridge replacement one year. The Town would need to be ready to bid by June 2009. The Engineer advises that he will have a revised pricing estimate in September and the Town should be within the 20% match that has been used the past few years for engineering costs. This offer from DOT validates the concept the Board of Selectmen approved to proceed with getting everything ready for bid early in case the opportunity to move ahead on schedule arose.

M. Curran states there is a new plan coming up on Garden Road and the impact fees should be applied to this.

J. Sherman states he asked about the impact fees and believed he was told they were only being used for Route 125.

M. Curran states this is a new project not the same one.

J. Sherman states that the impact fees statement should be re worded so that it does not apply exclusively to Route 125.

M. Curran states there was a discussion about a new impact fee and re titling it.

J. Sherman asks if that list will be on Cable television at the appropriate time.

J. Hoch states that it will be.

## **Web**

Virtual Town Hall met with staff last week and is continuing to compile content and sort out information. Department representatives met with their staff last week and the staff is putting together new content that is planned on being incorporated.

## **Town Hall**

Finance Office has moved into old Assessing office. Tax office will be temporarily located in Aug meeting room off of Great Hall. Town Clerk will be located in back of Great Hall --partitions are up. Assessing Office has

gotten all files settled in new office. As part of moving offices, filing cabinets needed to be reallocated -some were broken or unsafe, other items in Finance Office and Assessing needed to be in fireproof or locking cabinets.

## **Inspection**

Nothing to note

## **Assessing**

Assessing Assessors will have preliminary MSI(report of values) for the end of the month. We expect to file an amended form once commercial update is done. (This is a reasonable approach done other places - 10-Aug -it makes sure we don't lose our place in line with DRA to set the tax rate.) In following up with Wil on commercial update, I asked if our abatement requests indicated any other areas where we had weakness which the overall ratio may not show. Brief memo with thoughts on comparing and contrasting three assessing proposals we have received. We need to discuss further and I need some input from the Board on how you would like to proceed with this review. DRA has sent their report on estimated 2007 taxable utility property. Copy provided to Assessors for preparation of MS-I.

J. Hoch presents the following Assessing Proposals:

### **Corcoran**

- Continue with known providers and level of service.
- Cycled inspections over 5 years
- Maintain existing software (or choose to change in future – Town's choice)
- Option for annual updates if yearly analysis of sales shows need.
- 2008 - \$91,500; 2009 - \$95,900; 2010 - \$100,500

### **MRI**

- Annual services for pickups
- Cycled inspections over 5 years
- Minimum 5 days per month in Town either in office or performing fieldwork
- Statistical update in DRA review year with annual updates if property categories out of line with overall assessment (additional cost?)
- Vision Appraisal to build statistical tables. Added cost of for software, data conversion and data update services approximately \$150,000 in 2011.
- New CAMA software in use by end of project
- Experience in comparable size/scale towns
- Annual service only: 2008 - \$60,000; 2009 - \$61,200(approx.); 2010 - \$62,424(approx.) Increases by October CPI each year – these values assume 2%.
- Assuming planning of \$37,500 reserve each year to cover \$150,000 Vision cost in 2011 yields "true cost": 2008 - \$97,500; 2009 - \$98,700; 2010 - \$99,924; 2011 - \$101,172

### **Cross Country Appraisal**

- Annual service for pickup and cyclical revaluation
- Assumes 2012 update
- Cost is on hourly basis for routine assessing services; pickups charged on per parcel basis.
- Maintain existing software (or choose to change in future – Town's choice)
- Would want to review experience in comparable size/scale towns. Both Corcoran and Cross Country list Bow as client.
- Staff seems to be less experienced than other two bidders.

- Annual cost (approximate – assumes 45 hours/month in office and 350 permit pickups each year) 2008 - \$78,826; 2009 - \$57,826; 2010 - \$57,826; 2011 - \$57,826; 2012 - \$101,443
- Adjusting for 2011 Update for DRA review (approximate based on cost breakdown provided for 2012) 2008 - \$85,914; 2009 - \$64,914; 2010 - \$64,914; 2011 - \$101,443

### **General Issues to consider**

- Preference for annual updates vs. update in DRA review year
- Whether to change software – commit to doing so by vendor choice or decide separately. My sense is that there is not a compelling reason to change. Universe operates well for us and provides robust information both on cards and for statistical analysis. Vision is one of the leading programs in the region, is extremely user friendly for clerks and general public but is not as robust for statistical analysis and narrower updates. All data would need to be converted which can be a messy process.
- I would suggest a work session to interview firms that may be of interest
- Cross Country's approach and experience appears different than the other two bidders, which may be reflected in price. I would encourage additional due diligence for this company.
- Having worked with both Corcoran and MRI, I have seen sound assessing knowledge and judgment and professional approaches from the principal assessors of both firms.
- The types of issues of concern with Corcoran I've seen over the past year (deadlines, uneven customer service from company representatives) were also occasional issues with MRI.
- Vision had a round of bad press last year. As near as I can tell through looking at situations and discussing with colleagues, the issues seem to be based more in local community issues rather than vendor work. I worked with Vision and was generally pleased with their revaluation work. Taxpayers commented on how smooth and professional it was compared with previous experiences.

M. Curran asks if the Board of Selectmen would like to have the Town Manager schedule a time for each Assessing Firm to come in.

L. Gil asks if it is possible to send them a directive and ask the question that the Board of Selectmen have. States that he would like to get all of the issues down so they can be compared fairly and see how they obtained the numbers they presented.

L. Gil states another issue he has is the lateness of the reports and timeliness. Asks if there are penalties.

M. Curran asks if the report was late this year.

J. Hoch states it was late by twelve days.

J. Sherman states the issue is there is an Assessing procedure that needs to be adhered to and that is to get a recommendation by July 17. States that the companies bidding should understand they will need to adhere to what the Board of Selectmen publishes as far as what the Assessing requirements are.

L. Gil states it creates a situation where you are forced to accept something without a review because you will be penalized if you do not.

J. Sherman suggests all three companies come in and talk to the Board of Selectmen.

J. Hoch states that by the end of September a decision should be made. States he will schedule three meetings in a row.

### **Other**

J. Hoch stated the Revised Fund Balance strategy in your folders to add statements about credit rating and tax rate stabilization in purpose and revise statement about minimum balance. States safety plans have been revised following a Department of Labor spot check last week. Town Clerk and Animal Control Officer pointed out that strategy for registering dogs has been much more effective this year. Last year over 240 dogs were un-registered and this year that list is under 20. Since ACO is now under Police Department, notices went out from Police Department which seemed to generate a much higher level of attention and compliance. The success is also shown on the revenue lines where between increased compliance, fines and the fee increase, revenues have tripled from nearly \$1000 to \$3000.

► Motion by J. Sherman to adopt the Revised Fund Balance Strategy draft dated August 7, 2007; Second by D. Poliquin

**Vote: 5-0-0**

J. Hoch states the Staff has reviewed proposals from 3 GIS companies, met with 2 for presentations. The unanimous recommendation of the staff group to me was PeopleGIS. J. Hoch states he left this review to a group of department heads and took their recommendation since he had previous experience with one of the vendors and did not want to unfairly bias the staffs review.

### **Signature Folder:**

Abatement Request

Cemetery Deed (2)

### **Selectmen's Report:**

J. Sherman states he was on vacation. Asks about CIP Commission Meeting

J. Hoch states they have done a lot of back end work.

C. Blinn, Jr. states he was on vacation. Nothing to report.

D. Poliquin states he attended the Board of Directors for Family Mediation meeting.

L. Gil asks if the workshops are something that the staff attends.

D. Poliquin states that they do not. States it is for families including teens and adults most of whom are referred by other agencies. States that in the fundraiser portion, family mediation was able to get approval from the State to get funds from the portions of the games. States they are already in the process of reapplying for the same situation next year and some of the monies may be utilized for programs dedicated to healthy relationships. States they are not looking to implement this in the school system but are looking to get organizations like the SADD café involved.

M. Curran states she had no meetings. States there was no quorum at the last meeting but all efforts were made to make the quorums. States the Planning Board is always looking for alternates for the Planning Board Committee. States next meeting will be September 5, 2007.

### **Review of Non Public Minutes**

► Motion by D. Poliquin to approve the Non Public Minutes of August 6, 2007; Second by J. Sherman

**Vote: 4-0-1**

**ADJOURNMENT:**

M. Curran declares the meeting closed at 9:22 pm.

Respectfully submitted,

Selwa Moured  
Recording Secretary