



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

PLAISTOW BOARD OF SELECTMEN MINUTES:

DATE: November 4, 2013

MEETING CALLED TO ORDER: 6:34 PM

SELECTMEN:

Chairman, Robert Gray
Selectman, Michelle Curran - excused
Selectman, Daniel Poliquin

Vice Chairman, John Sherman
Selectman, Joyce Ingerson
Town Manager, Sean Fitzgerald

AGENDA:

MINUTES:

Motion by J. Sherman to approve the Minutes of October 28, 2013 as written.

2nd by D. Poliquin

Vote: 3-0-1 (Abstained: J. Ingerson)

Motion carries.

PUBLIC COMMENT: NONE

CIP PRESENTATION – TIM MOORE

T. Moore presents a spreadsheet listing the department projects that currently have projects under the Capital Improvement Program for 2014 through 2019.

Highway Department:

Westville Road Bridge for \$140,000.00 in 2015 and \$1,000,000.00 in 2017.

Discussion occurs regarding widening and straightening of the road to eliminate the dangerous curves and also the potential installation of sidewalks for added safety.

T. Moore notes the biggest change for the Highway Department this year is Hazard Mitigation projects through the Hazard Mitigation Plan. Review of the Highway Projects that have been completed and have yet to be done. The water in low lying areas, flood areas, culverts, and concerns regarding Pollard Road over the Seaver Brook.

Discussion occurs regarding solutions to flood areas and sidewalk installation.

T. Moore stated a Capital Reserve Account should be established due to the costs of this undertaking and waiting for state highway funds would put this endeavor far out into the future. For 2014 the recommendation was: to establish the Capital Reserve Account with \$10,000. Then to use that \$10,000.00 to come up with a preliminary concept and cost estimate for the projects. Based on the results from that study we could come back next year with a more accurate number.

J. Sherman inquired if the drainage issue at the Pollard and Congressional intersection that currently has some drainage improvements, could more have been done there to solve the problem.

T. Moore responded that it is where Seaver Brook crosses, the challenge is to fix the road but not flood the neighborhood.

J. Sherman noted that Dan Garlington had discussed it in the past and that he is aware of the issue and it is a priority for him as well.

S. Fitzgerald added that when you have roads that sit on a high water table, the lifecycle for that road is shortened. They break down more rapidly with alligator cracking and suffer significant erosion problems. Developing a drainage strategy can support aquifers.

L. Komornick added that she had spoken with D. Garlington regarding this issue. He had applied to NH DES to do some roadside maintenance, but the state kicked it up to a wetland level. The DES said No, so this would allow us to take it to a consultant.

T. Moore continued that the good news for the Highway dept. is that the cash flow analysis determined we can lower the amount in the capital reserve account from \$81,000.00 to \$78,000.00.

Fire Department

T. Moore said that the Fire Department CIP. this year is higher due to the Command Vehicle being scheduled for replacement. New projects are the replacement of Cardiac Monitors and AED Units and the replacement to the Jack Struts and Air Bags.

J. Sherman inquired if the Cardiac Monitors and AED's would be a warrant article?

S. Fitzgerald responded yes.

Police Department

T. Moore stated that a lot of the Police Dept. Cruiser/Related equipment replacement line items that have been into there for a while go out to 2019. Between now and then if a new Safety Complex gets built, the new equipment would be purchased to equip the new Safety Complex. Cruiser replacement has been lowered from \$70,000.00 to \$58,000. Opting for leasing over purchasing the cruisers. New Capital Reserve Account for the replacement of unmarked Police vehicles including the ACO vehicle.

R. Gray inquired if the four vehicles include the ACO vehicle.

S. Fitzgerald responds No, this allows for the rotation of vehicles on a schedule.

R. Gray continued, we are asking to do this by warrant article for the next 5 years.

S. Fitzgerald responded that it will be a schedule based on mileage and usage.

R. Gray stated that he didn't remember asking for a warrant article for a vehicle, it should be a budgetary item.

J. Sherman added that we wouldn't be spending \$25,000 each year. The operating budget says you spend that amount of money every year. The CIP doesn't show the withdrawals.

R. Gray inquired, then at what point do we establish a capital reserve account for the rest of the vehicles?

J. Sherman responded that at the time it made sense to put it into the operating budget. This is just a recommendation from the CIP.

S. Fitzgerald said that we recognize the fact that we have to replace police vehicles every year, other departments are not cycled out as frequently.

R. Gray said that in general it makes sense but where does it start and stop.

S. Fitzgerald added that this warrant helps the tax burden and gives the option to fund the vehicle cycle.

R. Gray stated that the Capital Reserve Funds require citizens to vote on all of the articles, having multiple items can get burdensome.

J. Sherman added that when the budget process progresses we will want to see a rotation schedule for the vehicles. Rotation and Withdraw schedule.

T. Moore continued that a new item under the Police Department is replacing Police Vehicle *Automatic External Defibrillators six of them (AEDs)*.

Emergency Management Department

T. Moore continued, the inclusion of the Emergency Management Department was new this year. The Emergency Community Notification System increased and discussed costs out to 2014, 2015. Lt. Baldwin is building a team and that training and equipment will be needed.

Town Buildings

T. Moore continued that the Town Buildings, specifically the Public Safety Complex Architectural Cost Study has expanded. He will research when impact fees expire for the Safety Complex and that there is 35,000 – 40,000, that can be used for the preliminary engineering.

Discussion occurs regarding generators for the Safety Complex and Library.

T. Moore continues stating a CIP line item for a number of years is the replacement of the HVAC system in 2018 at the Library.

New this year is projects for the Cable Studio upon review of the handout it shows costs and year associated with the cost. The Highway Garage and Salt Shed items are back for a warrant.

Discussion occurs regarding the amount of push back regarding the Safety Complex and Salt Shed projects.

J. Sherman states that a healthy conversation regarding both the Safety Complex and the Salt Shed was held by the Budget Committee.

T. Moore continued saying that another new item would be Cemetery Fence and Sign replacement. The Historical Society Building has painting and windows. The Town Hall Building has paving the pathways and also replacing gutters and downspouts. There is nothing else new in buildings.

T. Moore added that, Town Hall Services such as replacing the Building Inspectors Truck was recommended to be postponed until 2016.

S. Fitzgerald he will present to board before Christmas and itemized list of facility repairs for the Town building this year.

Water Department

T. Moore continued, stating that the Water Department, last year approved the installation of water pipes East Road to Old Road. That has been postponed until 2015, the money has been allocated and approved. We need to make sure the money from the impact fees isn't going to expire. There is also the replacement of the pump and pump house as well as replacement of the water department truck and the Evaluate water / Wastewater Study.

Conservation / Recreation

For Conservation / Recreation, there is no change for Conservation. New item for recreation is the Recreation Plan implementation. The Splash Park has been in the CIP for a while. Perhaps postponed until 2015. Net expenses this year just over a million dollars, 1.4 million 2015, 2016, etc. Recreation center in 2017, 2018 and 2019.

J. Sherman said that the Library Trustees were not able to participate in this CIP but will be contributing to it.

R. Gray spoke stating that the CIP in the Town of Plaistow, rivals any other municipality in Southern NH, a lot goes into it and it helps to level local taxes.

S. Fitzgerald also compliments the CIP as a great tool for the town and it is strategically vital for the quality of life for the residents. Selectmen Sherman and Tim Moore are primary factors as to why the CIP is so effective.

RECOMMENDATIONS FROM PLANNING BOARD RE: MAIN STREET CALMING STUDIES – TIM MOORE

T. Moore presents two tables and a letter.

J. Sherman asks what the ultimate goal of this discussion is?

T. Moore responds that the ultimate goal is to prioritize our goals in the near and longer term to address the recommended solutions to calm the traffic on Main Street. Then to determine the ones that can obtain the best results. Updates to the Master Plan are also another goal of mine.

We were successful on our Safe Routes to School application and there is money to improve the intersection of Elm Street & Main. It includes the installation of sidewalks and repairing those sidewalks in need of repair. Once we have the final letter to proceed, the first step would be to have a preliminary hearing to get an RFP out to design and construction. As part of that process there will be a public hearing for design input.

R. Gray asked for a hypothetical 10 month projection for the Main Street Calming Project. I believe the Planning Board is trying to achieve, by working with the Board of Selectmen, and knowing that we are the Road Agents for the town that they can make many to us recommendations and following our consideration may put them into the Master Plan.

S. Fitzgerald said that these recommendations go back to the Land Use Summit, it helps to prioritize our efforts and common roadway improvements. We were notified last week we received 250,000.00 from the state for improvements. From a CIP standpoint many recommendations come out of these discussions.

T. Moore went on to review Table One.

- Education for the public through cable TV. Keep the project in the minds of the public so they can understand and participate.

J. Sherman asked if we can add a column to the table for who will be responsible for the outreach and implementation. This applies to any transportation project not just Main Street Traffic Calming.

T. Moore continued that these would be included in the Master Plan.

- Complete Streets Philosophy; a concept that as you look at streets individually you should consider what functions will it perform. Is there public transportation, will sidewalks be necessary for pedestrians, or bike ways etc.

R. Gray said that the Board, as the Road Agents should be part of this review.

J. Sherman responded that would be the Planning Board and in the Transportation chapter of the Master plan.

T. Moore continued;

- Enforcement of speed signs on both ends of the village district.

R. Gray stated that we have requested the traffic data from those speed display signs.

S. Fitzgerald responded that I have reviewed the data with Chief Savage and Dep. Chief Jones, the data needs to be reviewed for accuracy prior to presentation to the board.

J. Sherman asked, should the traffic data be included in the Master Plan worded in a more generic nature to be inclusive of other streets and projects?

T. Moore responded that it could be. These policy changes are the result of the Main Street Traffic Study. Main Street is the starting point for complete streets.

- Shoulder installation on Main Street. We would need to complete profiles and have approval by ourselves and DOT.

It would be for the Village Center District.

D. Poliquin states that “shoulder” is a generic term.

S. Fitzgerald states, the towns right of way, to create a more useful piece of the roadway, it supports public safety.

R. Gray adds that we have that grant to focus on Main Street and Elm Street first deciding on sidewalks, shoulders, etc. Profiling the entire section, the Planning Board is recommending these improvements and development in the Master Plan.

J. Sherman said that Main Street has to have many profiles. That is why the wording should be more generic.

Discussion occurs regarding the length of Main Street to evaluate.

T. Moore continues;

- To reduce the speed limit will also calm the traffic however completion of the projects before reviewing the speed limit is recommended.

Discussion occurs regarding a lower speed limit.

R. Gray adds, I don’t believe enforcement will be increased from the state and we would have to enforce it ourselves.

Discussion occurs regarding the current speed limit and the impact of future changes.

J. Ingerson states that she wants to keep the public involved.

T. Moore continues on the two next sections;

- Taking ownership of Main Street from NH DOT, and additional Mixed Use for Development are both listed as to take no action at this time.

Table Two,

- Elm St. & Main St. Intersection improvement, if Safe Routes to School is successful this should be the first priority.
- East and West Pine as a second priority, recommending that some money be placed in the budget and CIP so preliminary design studies can be started.

J. Sherman stated the earliest something could be done there is 10 years because this project is not currently on the 10 year plan.

T. Moore dependent on revenue for the state and federal government.

S. Fitzgerald – Other communities have been successful in appropriating funds for improvement projects. We can take a trip to Concord to present the request for assistance. If we show a sense of priority to the State it can happen. Like with the Safe Routes to School grant we need to show what we would do with the money, we don't need to have all of the answers, but can show our situation and the remedies for it. DOT will want to come in and review the suggestions.

T. Moore responded that all of the Main Street and Highway projects should be reviewed and prioritized every two years.

R. Gray adds that there are many ways to slow traffic whether it is a roundabout, lights, narrow the road, etc.

Discussion occurs regarding the selection of priority level on the table.

J. Sherman states that the consensus would be to submit this to the 10 year plan.

S. Fitzgerald quotes statistics from the Main Street Traffic Study of 2 years ago. The planning board did reference the traffic study, when we go to Concord we have a mass of data to review.

T. Moore continues stating that the Crosswalk at Pollard School may fall under Safe Routes to School. There are also Transportation alternatives. Funding has been reduced but is still there.

R. Gray commented that the Project before that was the signs, we should put money aside for that. We can seek donations for the signs.

J. Sherman asked if we have any estimated costs? How many signs?

S. Fitzgerald answered that the costs range from 3-5 thousand dollars.

T. Moore responded it would be 2- 3 for the Village Center District.

J. Sherman stated that the Planning Board mentioned extending the Village Center up to Jesse George Road. Ask the town manager to come up with estimated costs of the signs or any donators as an action item. Good Boy Scout project.

T. Moore continues saying that the Westville Road and Main Street intersection is a Medium Priority, the intersection is tight.

J. Sherman responds that we should hold off until Rail Study Completes itself.

S. Fitzgerald adds that the Westville Road Bridge needs to be replaced, the road will see some changes, it will never get less busy.

D. Poliquin signs specifying crosswalks, people become too accustomed to them. A suggestion at the Highway Safety committee is that one or two flashing LED's would grab your attention at the crosswalk and is very inexpensive.

J. Sherman suggests to T. Moore that the LED suggestion would be good for the policy page on crosswalks.

R. Gray agrees that pedestrian crosswalks on solar power or LED lights are something to be looked at.

T. Moore continues with the next subject on the table: Library Entrance Bittersweet Drive and Main:

J. Sherman surmises that it is the "The Crosswalk to Nowhere".

T. Moore continues that it is a medium priority because it is there and needs to be redirected.

J. Sherman asks; Can we move forward on this? Can we link this intersection with Safe Routes to School? Can we consult with DOT? Can we update this table and have it available for the Highway Safety Committee.

S. Fitzgerald responded saying that the DOT must be involved. I think they would deny it and we would have to contact our legislators. We can strategically focus on specific requests for pedestrian safety.

Discussion occurs regarding procedural progression.

S. Fitzgerald states that there is also money in the Highway Safety Block Grant as well.

J. Sherman asks Sean to report the best ways to fund these projects.

T. Moore refers back to the table Main Street/125 intersection completed.

Discussion occurs regarding streetlight timing.

T. Moore continues that the Bump out at Pollard School proposal will wait and see with Safe Routes to School. The only reluctance is a major change to the configuration of Main Street. DOT would be involved.

S. Fitzgerald states that we sent a copy of the Safe Routes to School and the Main Street traffic calming study reports to DOT and it included bump outs at the school. Also lighting and sidewalks have already been presented to them.

T. Moore refers to tables next item the Pollard Road and Main Street Intersection and the North Ave and Main Street Intersection. The calming study had a roundabout solution. It is a very complex problematic intersection.

S. Fitzgerald adds that signal warrants could move traffic more efficiently. It is an unsafe intersection.

R. Gray states that this should be a high priority situation, but due to its complexity it won't be resolved overnight.

T. Moore – Ingalls Terrace and Main Street, Low Priority, following crosswalk installation can be revisited. Bump out and crosswalk at Town Hall decision deferred.

125 S. Main Street intersection, no recommendation at this time. Danville Road and Main Street completed.

R. Gray spoke stating that we are all in agreement that road profiling is the way to go.

S. Fitzgerald recommend to the BOS meet later this week to review strategic usage of funds.

J. Sherman suggested to add the columns with the heading complexity and priority, to please re-package and update.

S. Fitzgerald added that the village district will be getting 300,000.00 worth of improvements and betterments, we will keep DOT involved and we will continue to seek state and federal funding.

2014 BUDGET REVIEW AND WARRANT ARTICLES

R. Gray states that he has specific operating questions regarding the Budget. Does anyone on the Board have anything they would like to discuss regarding changes? Does the Budget Committee have anything with the Board that they would like us to consider? Does anyone have a problem if we defer some of the Warrant Articles until the next meeting, will that put the Budget Committee in any type of jeopardy? Do we know how the Budget will impact the tax rate?

S. Fitzgerald responded no.

J. Sherman remarks that the Budget Committee is scheduled to do a preliminary review of articles on Tuesday the 12th. For the purpose of the engineering study for the Pump house and new water pump, Chief McArdle mentioned that, it is in the CIP with an estimated cost of \$7,500.00, I believe it is in the operating budget. The Chief is fine with making it a warrant article.

S. Fitzgerald stated that you should see on the summary sheet that there is a variance approved by the Board of Selectmen and the Budget Committee for the \$56,057.00 and the 2014 tentatively approved \$61,505.00 of \$5,448.00.

J. Sherman adds he is in favor of making it a warrant article and to take the funding out of the capital reserve. We can create a warrant article to withdraw the \$7,500.00 from the capital reserve for the engineering, it is a onetime cost.

R. Gray states that he in favor as well.

Motion by J. Sherman to modify the Water Department Budget to reduce it by \$7500.00 for the purpose of the engineering for the Pump House and to ask the Town Manager to create a Warrant Article to Withdraw that amount from the Capital Reserve Fund.

2nd by J. Ingerson

Discussion: D. Poliquin states that he is concerned. People are dependent and pay for that water, failure at Town Meeting is delicate if voted down. Not convinced the voters will approve the study.

S. Fitzgerald said you may see two warrant articles, one that would authorize the Board of Selectmen to expend funds from those collected without going to a warrant we are looking into whether the Board can be given that authorization from a prior town meeting we can at least get that on the warrant as an independent action and a no money request. Can see if the voters will raise and appropriate. No means no law.

Discussion occurs regarding the best approach to fund the engineering study.

Vote: 3-1-0

J. Sherman states that another Budget that the Board had discussed to review is the Police Budget with regard to uniforms for both the dispatch and the officers. We want to ask S. Fitzgerald to meet with the Police Chief to further discuss the item.

S. Fitzgerald responded that he had discussed it and you will have that information at the next Board meeting. I have other small changes to recommend following meetings with department heads.

J. Sherman added that another item is updating the Master Plan and how close are we?

S. Fitzgerald responded by stating he has had a conversation with the Town Planner regarding one of the individuals we had hoped to contract with. They will not be available due to scheduling but we have another individual who is available and a decision should be made this week.

J. Sherman asked when a recommendation is ready when will you be able to recommend how much should be budgeted for them?

S. Fitzgerald responded, probably at the end of December.

J. Sherman continued that the last item for discussion is the Highway Block Grant. The money that is unexpended and the plan to utilize that.

S. Fitzgerald answered that it is on the list of conversations to have with T. Moore and D. Garlington.

R. Gray spoke regarding the warrant articles, suggested a 5 minute break. Directed J. Sherman to continue.

J. Sherman indicted that everyone had the list and began with #1 to replace the Police Department Mobile Radios. “Shall the Town vote to raise and appropriate \$31,500 for the purpose of replacing (6) six Mobile Radios for the Police Department? (Phase 2)

Motion by D. Poliquin to approve the Warrant Article #1 to replace the Police Department Mobile Radios \$31,500.00

2nd by J. Ingerson

Vote: 3-0-0

Motion carries.

J. Sherman continues, #2 Replacement of Unmarked Police Vehicles including ACO Vehicle (Capital Reserve Account), Shall the Town vote to establish a Capital Reserve Account for the replacement of unmarked police vehicles including the ACO vehicle and to raise and appropriate the sum of \$25000.00 to be placed in this account?

Discussion occurs regarding vehicle rotation schedule and ACO inclusion.

Motion to approve the Warrant Article for Unmarked Police Vehicles including ACO Vehicle in a capital reserve account. DEFERRED

R. Gray continues, #3 Communications Radio Repeater Enhancement, “Shall the Town vote to spend \$31,000.00 from the Fund Balance for the addition of (2) two wireless canopy repeaters on Route 108 as needed by Police and Fire Departments?”

S. Fitzgerald will change wording to non lapsing.

Motion by to J. Sherman approve the Warrant Article for Communications Radio Repeater Enhancement for \$31,000.00.

2nd by J. Ingerson

Vote: 4-0-0

Motion carries.

R. Gray states these motions will be reviewed before a full board this is just to move them to the Budget Committee.

R. Gray continues, #4 Communications Radio Dispatching System, “Shall the Town vote to establish a Capital Reserve Account for the Replacement of the Communications Radio Dispatching System and ancillary systems and to raise and appropriate the sum of \$25,000.00 annually to be placed in this account?”

J. Sherman advises to take the word annually out of the text of the article.

R. Gray request to check the working for the 3rd generation someone will call on it.

Motion by J. Sherman to approve the Warrant Article for Communications Radio Dispatching System for \$25,000.

2nd by J. Ingerson

Vote: 4-0-0
Motion carries.

R. Gray continues, #5 Full Time Dispatcher Position, “Shall the Town vote to raise and appropriate the sum of \$46,654.00 to hire one additional full-time dispatcher to start no earlier than April 1, 2014, which sum will be reimbursed annually by the Town of Hampstead? \$46,654.00

J. Sherman asked if this was instead of paying for services?

S. Fitzgerald responded, possibly, if we are successful in having them come over to our system.

S. Fitzgerald – We would have a contract with them and they will pay the dispatcher. We would have attorney Kalman review the contract wording.

Discussion occurs regarding wording and the addition of another position.

Motion to approve the Warrant Article to add a FT Dispatcher \$46,654.00 DEFERRED

R. Gray continues, #6 Less Lethal Weapons, “Shall the Town vote to raise and appropriate \$35,000.00 for the purpose of purchasing less lethal weapons for the Police Department?”

Discussion occurred regarding training and number of weapons, consumables, repairs.

Motion to approve the Warrant Article Less Lethal Weapons \$35,000. DEFERRED

R. Gray continues #7 Replacement of Automatic External Defibrillators (AED), “Shall the Town vote to raise and appropriate \$13,200.00, for the purpose of purchasing six new AED’s. Four will replace existing ones kept in the marked police cruisers, which are losing manufacturer support within the next year and two will be placed in unmarked vehicles?

Motion by J. Sherman to approve the Warrant Article Replacement of Automatic External Defibrillators \$13,200.00 from the fund balance indicating the amount raised by taxes would be (0) zero.

2nd by J. Ingerson

Vote: 2-2-0

Motion fails.

Further discussion regarding need for replacement and safety.

J. Sherman makes a motion to replace as presented.

2nd by R. Gray

Vote: 4-0-0

Motion carries.

R. Gray continues with the Warrant Articles for Town Buildings, #1 or #8 the Public Safety Complex Architectural Cost Study, “Shall the Town raise and appropriate \$25,000.00 for a study to do some preliminary engineering for the expansion project and to prepare a project cost estimate that could later be used as the amount of a bond to finance this critical need?”

Discussion occurs regarding the wording specifically “sum” and “critical” “public safety intent” and adding “The Public Safety Architectural / Costs Study”.

Motion by J. Sherman to approve the Warrant Article Public Safety Complex \$25,000.00 with wording changes.

2nd by D. Poliquin

Vote: 4-0-0

Motion carries.

R. Gray continues, #2 or #9 Construct Access road to the Safety Complex and Cemetery. Shall the Town vote to raise and appropriate \$150,000.00 to create an access road, which will intersect Elm Street at the Safety Complex approximately where the existing fire pond is now located? The fire pond will be relocated and the access road will provide rear access to the cemetery.

Motion by J. Sherman we not submit Town Buildings Article 2, Construct Access Road to Safety Complex and Cemetery, the intent is to withdraw the Article.

2nd by D. Poliquin

Vote: 4-0-0

Motion carries.

TOWN MANAGER REPORT

S. Fitzgerald:

- Received official notice recipient of Safe Routes to School.
- DRA confirms we will be placed on the schedule later this week to set the Tax rate 2014.
- GACIT Public Hearings regarding the ten year improvement plan.
- Audit has been finalization for 2011.

R. Gray asked for a report for each of those years being audited.

- Interviews are in process for the Full Time Administrative Assistant Position.
- Unitil Preparedness Meeting on November 13th.
- NH 72nd Annual Conference.
- UNH Cooperative Extension offering workshop “Forest Laws for Municipal Employees”.
- Discussion regarding Town Forest potential sign posting, will review with the Conservation Commission and then will recommend forthcoming information to the Board.

Discussion occurs regarding hunting in the town forest.

- Upcoming Recreational Events
- Rockingham Planning Commission (RPC) dues rate.
- Carlton Path update.
- Ingalls Terrace Pavilion update.
- Hale Spring Pump House update.

J. Ingerson stated that she recommends we use another company for the Hale Spring Pump House.

- Gutter proposal and contract update.
- Timberlane Regional School District proposed “Blizzard Bags”.
- Boy Scout invitation to breakfast to honor Southeastern NH Area Police Departments and Plaistow is a recipient for the 2013 “Champions of Community Service” Award.
- Veterans Day Program
- Budget Committee upcoming budget review.
- Highway Department paving progress.
- Highway Safety Committee meeting update.
- Winter Parking Ban Reminder

OTHER BUSINESS

None.

SIGNATURE FOLDER

R. Gray noted that the manifest and signature folder were going around.

SELECTMEN'S REPORTS

J. Ingerson:

- On the 22nd of October I attended the Historical Society Meeting, they are working on their Town Report pages. John Sherman responds to the question of when that is due, December 16th. Also discussed funding; five thousand dollars for a preservation needs assessment to find the value of buildings contents because there is no insurance.

S. Fitzgerald responds that we have blanket insurance, can look for grant for historical articles.

J. Ingerson:

- The Historical Society nominated their officers and are working on their first annual, House Preservation Awards. For homes that are preserved in their period state.
- Was unable to attend the Senior Tea.
- Thank you Kathy Jones for presentation to the seniors for all of her time and effort.

J. Sherman:

- Attended the Budget Committee meeting.
- The Town Report Advisory Committee will meet some time in December.
- Attended the spaghetti supper last Saturday night part of the softball/baseball sign-ups, it was very nice.

D. Poliquin:

- Attended the spaghetti supper as well. Everyone involved and it was a great time.
- Toddler trick or treat was also successful.
- Thank you to everyone involved in the Pollard School Horrible parade.

R. Gray:

- Regrets but will be away during Veteran's Day Ceremony, J. Sherman will attend for me. Happy Veterans Day!

Motion by R. Gray to go into Non Public under RSA 9-A:311 (a) Personnel, (c) reputation, (d) Negotiations, (e) Legal.

2nd by J. Sherman

Board polled: R. Gray=yes, J. Sherman=yes, J. Ingerson=yes, D. Poliquin=yes.

Public meeting adjourned at 10:37 pm.

Respectfully Submitted,
Kerry Lee Noel