



Town of Winchester 1 Richmond Road Winchester, NH 03470

**MINUTES of the
BOARD OF SELECTMEN MEETING**

Wednesday
July 12, 2006

Board Members Present: Gustave Ruth (chairman), Susan Newell, Gerald Hastings, Sherman Tedford and Theodore Whippie. Also present: Town manager John Stetser and secretary Roberta Fraser
The meeting was called to order at 7:00 pm.

1st Order of Business: Acceptance of minutes of July 5, 2006

Sue makes a *motion* to approve the minutes of July 5, 2006

Jerry seconds it

Motion carries

2nd Order of Business: Announcements

None Tonight

3rd Order of Business: Town Manager's report

John informs the board that he has a meeting at 2:00pm tomorrow with a representative from the USDA Rural Development to review the Wastewater Treatment Plant and to ensure that it is being run in accordance to the grant and loan received in 1990. They will review the plant to make sure it is still operating as a plant and to confirm it is ADA compliant.

John has put in a request for money for the water upgrade program. The plan is for new meters at each well, change all of the electrical controls inside the three wells, the main well is a 1945 vintage and still has mercury switches in it. Also, spill protection for each well house will be created. As soon as the study is completed by Hoyle, Tanner & Associates, then the work will begin.*

The accounting department is still in the process of finalizing the reports for year-end. The accountants were here Monday to do a days worth of work for the end of the year audit. John reads part of the letter from Vachon & Clukay regarding their intentions as the Town's auditor.

The police department has received a nice thank you letter regarding Gene Park from an individual whom had lost her dog.

* **WIC Notes: See [Water, HTA Proposed Water Upgrades 07/12/06 & 07/19/06](#)**

4th Order of Business: Old Business

None tonight

5th Order of Business: New Business

Jeremy LaPlante, the field representative for Cheshire and Sullivan County for the NH Bureau of Emergency Management, introduces himself to the Board. Jeremy has replaced the Town's former representative, Pete Piechiak, who retired a few months ago. Sue asks him if the State is planning on doing more to help communities with emergencies, such as flooding, etc. Jeremy assures her it is, there are already programs in place. Winchester is

one of the towns to receive different technology aids first, due to a high number of special needs residents. John asks him if he has heard anything yet about this year's RERP grant for the town, and he hasn't. Jeremy informs the board that the department has a new name, Division of Emergency Management.

Sue has a packet of information for each member regarding the Capital Improvement Plan for the Town. Sue reports that the subcommittee of the planning board, the Capital Improvement Program Committee, met on July 6. They developed a mission statement and approved some forms and they got organized to start reviewing data that they receive. They also identified departments that they did not receive data from and they are requesting that all departments at least respond, even if they respond that they have no needs in the next six years. The committee has created a deadline of July 28, 2006 for the information to be received and they hope to have their report to the planning board by Sept. 1. John reads the report from Margaret Sharrra in the land use department. Margaret is recommending hiring SWRPC to help the town with the Capital Improvement Plan. Margaret has spoken with Jeff Porter about the CIP, and he agrees that SWRPC should write and analyze the CIP for the Town, with the assistance of the CIP committee. Sue thinks it is a little premature to assume that the committee will not do a professional job and perhaps they should ask SWRPC for a quote after they see what the committee comes up with. Sue also thinks that since this is specifically a planning board authority, the whole planning board should hear about it first and make a decision whether or not they would like to do it before the selectmen vote to expend funds. Ted believes there is value in having the name of a professional organization on a plan of this type. He would like consideration given to SWRPC for their endorsement of what the committee comes up with. Sue doesn't object, she just thinks it is premature to talk about it before the committee has done anything.

6th Order of Business: Department Heads/ Committee Chairpersons

None tonight

7th Order of Business: Open to the Floor

Dawn Lincoln addresses the board and asks if there is any estimate as to what the year-end balance is, and John lets her know around \$80,000.00. Dawn would also like the town to make it easier for people to access public minutes of all the boards. Dawn has been having a difficult time lately receiving minutes she has been requesting. John lets her know that soon the minutes will be available on the town website. Dawn also informs the board that the Headlands Rd. sign that has been such an issue is back up.

8th Order of Business: Office Documents (See attached)

Jerry makes a *motion* to approve the abatement for M15 L 28-1

Sherm seconds it.

Motion carries

Jerry makes a *motion* to approve the abatement for M17-L25 and M37 L61-64

Sherm seconds it

Motion carries

Jerry makes a *motion* to approve the tax rebates on M34 L66, M35 L6, M18 L3- owners paid taxes twice

Sherm seconds it

Motion carries

Sue makes a *motion* to approve the correction of M7 L59

Jerry seconds it

Motion carries

Sue makes a *motion* to approve the abatement of M33 L41 and M6 L 28-4-7

Jerry seconds it

Motion carries

Gus reads the request for the transfer of funds from the water enterprise fund to the capital reserve account and then the board discusses it. Sue would like to table it until next week so she has a chance to read the information.

Sue makes a *motion* to pay CAG \$541.69 for processing fees for the June billing

Jerry seconds it

Motion carries

Gus reads the request for the transfer of funds from the water enterprise fund to the capital reserve account and then the board discusses it. Sue would like to table it until next week so she has a chance to read the information. Sue asks John what the balance is in the water enterprise fund for the end of the year, and John lets her know it is about \$400,000.00.

Sherm makes a *motion* to table the water transfer for one week to give everyone a chance to look at it.

Sue seconds it

Motion carries

There is a request from Sharon to set up capital reserve accounts for the approved warrant articles regarding capital reserve funds

Sherm makes a *motion* to authorize the funds

Jerry seconds it

Discussion: Sue is concerned that there may not be enough funds in the town's account yet to set up the funds

Motion carries

Sherm makes a *motion* to authorize disbursement of funds from the warrant articles

Jerry seconds it

Motion carries

Sherm makes a *motion* to approve spending of FEMA funds in the amount of \$5244.00 to Hoyle & Tanner Assoc. for work on the bridge

Jerry seconds it

Motion carries

Jerry makes a *motion* to approve the payment from the downtown improvement grant in the amount of \$3768.50

Ted seconds it

Motion carries

Sherm makes a *motion* to approve the Application for water availability for M7 L27-2

Jerry seconds it

Motion carries

Ted informs the board that two weeks ago the Town Manager asked for a contract and the board told him he would have an answer in two weeks. Ted believes the board owes him an answer. Ted asks if the board is prepared to give John an answer. Sue believes this is a Non-public meeting issue and one has not been posted. Ted doesn't think it needs to be non-public. Sherm states that John doesn't care if it is in public. Sue will not discuss it in public. Ted asks if John will give the board one more week. John doesn't care but would like a motion from someone that they will agree to have a contract with the town manager in the Town of Winchester.

Ted makes a *motion* to have a contract for the Town Manager of Winchester NH

Sherm seconds it

Discussion: Sue believes that this is an attempt to circumvent standard personnel practices to avoid giving the five selectmen an opportunity to speak alone together. She doesn't believe this is a decision that should be made. She has things she would like to tell the board that fall under the heading of legal counsel that she doesn't believe needs to be discussed in public. She is very concerned about this.

Motion carries with Sue voting No

9th Order of Business: Adjournment

Ted makes a *motion* to adjourn

Jerry seconds it

Motion carries unanimously

Meeting is adjourned at 8:00pm

July 12, 2006 BOS Minutes approved by:

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R. Fraser 7/14/06

Date Signed: