



TOWN OF DEERING

Board of Selectmen

762 Deering Center Road
Deering, NH 03244

Meeting Minutes

January 17, 2018

Selectmen present: Allen Belouin, Sharon Fife, Aaron Gill.

The meeting was called to order at 1900.

MEETING MINUTES:

Meeting Minutes – December 20th.

Mr. Gill made the motion to approve the December 20th meeting minutes. Ms. Fife seconded the motion. Mr. Belouin abstained due to his absence from the meeting. The motion carried.

Meeting Minutes – January 3rd.

Mr. Belouin made the motion to approve the January 3rd meeting minutes. Ms. Fife seconded the motion. Mr. Gill abstained due to his absence from the meeting. The motion carried.

Non-Public Meeting Minutes – January 6th.

Mr. Belouin made the motion to approve the non-public minutes of January 6th. Mr. Gill seconded the motion. The vote was unanimous and so moved.

New Business

Cemetery Trustees – Butler Cemetery Access Issue

The scheduled participants did not attend the Board meeting because the issue was resolved by ongoing staff work of which the Trustees were unaware. The Board described the issue as emanating from a complaint by the Cemetery Trustees to Ms. Knowles about the owner of the Butler Cemetery ostensibly forbidding maintenance crews from entering the cemetery to provide perpetual care to the graves last year (2017). Taxation and their abatement were the other issues raised by Ms. Knowles. Apparently, the Cemetery Trustees had a meeting with Ms. Knowles to discuss the issue in early November. In mid-November Cemetery Trustees requested that they be placed on the Board of Selectmen's agenda for the January 17th meeting. No information relevant to the purpose of the meeting was supplied. A short time after that request Mr. Gill contacted Ms. Knowles to ask about the purpose of the meeting and was told that the owner of the Cemetery, Larry Dunn, had forbid maintenance crews from entering the cemetery. The purpose of the meeting was relayed to the Town Administrator. The TA provided the following response to both Terry Knowles and the Cemetery Trustees via email;

“I have been in contact with the owner of record, Larry Dunn, who informs me that he never forbid anyone from entering the Butler Cemetery to perform maintenance. Mr. Dunn allows that a tenant may have said something, but Mr. Dunn did not. We have worked with Mr. Dunn since his purchase of the property in 2016 on crafting language to insert into the Butler Cemetery deed, as recommended by the Town's assessor, that satisfies 72:22 Burial Places. – “All public cemeteries and all property held in trust for the benefit of public burial places are exempt from taxation.” He has yet to do so. During the

interim we have been working with Town Counsel, Bernie Waugh, to craft language that will provide a conveyance by Mr. Dunn to the Town that will allow us to enter and maintain the Butler Cemetery in perpetuity. With respect to abatement of taxes, I have talked with Mr. Dunn and he understands the process as proscribed in 76:16 and that the filing deadline is March 1st. The assessor will remove the Butler cemetery from the tax rolls. Given that this issue involves a Deering property owner we have invited Mr. Dunn to the meeting. Ms. Knowles has asked me to inform everyone that, given the above information, she will not be attending Wednesday's meeting."

The Board expressed concern that they were never informed of the issue when it began and were quite discouraged to learn that the owner, Larry Dunn, was never contacted by the Cemetery Trustees to verify the no trespass allegations. The BoS may have been able to resolve the problem early on by reading cemetery trustee meeting minutes, but there were no minutes. No meeting was posted when the Trustees met with Ms. Knowles and no minutes of that meeting were provided. The Board noted that there have been no minutes or agendas provided by the Cemetery Trustees for some time. This led the membership to wonder how cemetery expenditures are approved and how contracts are awarded. The Board directed the TA to seek guidance from the Town Attorney relative to elected boards and the Right to Know law.

Barry LaValley – Code Enforcement Issue

Mr. LaValley, of 86 Deering Center Road, addressed the Board relative to a code enforcement issue raised by the Planning Board about an alleged change of land use from residential to business use at his 86 Deering Center Road location. He explained that he had addressed this issue five years ago with a different set of Board members. The vehicles parked in his front yard are not lettered business vehicles. Those vehicles are personal vehicles registered in Deering as personal vehicles to either himself or his wife. His business is located in Hillsboro and the business vehicles are registered as such in Hillsboro. Mr. LaValley was curious why the Planning Board chose him when there are other properties in town that do have lettered business vehicles operating from residential zones? The TA reminded Mr. LaValley that he does have thirty (30) days to reply to the Code Enforcement Officer who will make a finding of fact and provide a written report of those findings.

Town Hall LED Lighting Bids

Given that many of the ballasts in the currently installed fluorescent lighting fixtures in the Town Hall are failing it made sense to look at LED lighting alternatives as a way to save electricity costs in both the near and long term. The Board reviewed two bids listed below (see attached).

Revision Energy	\$12,240.00
Efficient LED Lighting Systems	\$ 6,444.59

The Board reviewed the respective submissions. Mr. Belouin noted that no fixture type was described by Efficient LED making it unclear what savings might be expected viz a vis wattage, KW, and KW hours used per year. Certainly, the upfront purchase and installation costs were less with Efficient LED, but the long-term cost savings are in the operating costs. Without identifying fixture type the electrical cost savings are not provided in the Efficient LED bid. Mr. Gill made the motion to approve the Revision Energy bid in the amount of \$12,240 with an anticipated project rebate of \$3,030. Mr. Belouin seconded the motion. The vote was unanimous and so moved. Funding for the conversion will come from the Government Building Improvements Expendable Trust Fund and, therefore, have no effect on the tax rate.

ADP – Benefit Accruals Agreement

To reduce payroll costs and eliminate employer liability for quarterly tax filing, federal reporting requirements, issuing W2's, and with holding employee taxes, the Town engaged the services of ADP. To better track employee accruals of vacation, sick leave, and comp time an agreement with ADP to provide this service was reviewed by the membership. Only full-time employees are covered by this agreement. The total annual cost is \$127.40. Mr. Belouin made the motion to approve the agreement. Ms. Fife seconded the motion. The vote was unanimous and so moved.

Budget Timelines

The Board reviewed timelines for holding a public hearing for the budget. The last day for holding a public hearing is February 16th. The Board determined to hold the public hearing on February 14th and 700pm downstairs in the Town Hall.

Town Warrant & Budget Review

The Board reviewed the Town Warrant and discussed several items while making editing changes. The warrant is attached.

Executive Assistant Position

The Board is pleased to announce that Ms. Diane Kendall has accepted the position of Executive Assistant with Deering. Ms. Kendall holds a BS in Management Information Systems and Operations Management from the University of Rhode Island. She has worked as a computer programmer and analyst for a number of companies including Metropolitan Life. She has also been a small business owner. Ms. Kendall is the current Hancock Town Administrator. She is leaving that position to join the Deering team. The Board welcomes her breadth of experience and skill set and believes Ms. Kendall will be a valuable addition to the Deering team. Mr. Gill made the motion to hire Ms. Kendall as the Executive Assistant at \$28 per hour with a 36-hour work week, two weeks of annual leave, one week of sick leave and standard 6% retirement contribution to the Town's 457-b plan. Mr. Belouin seconded the motion. The vote was unanimous and so moved.

Other Business

Ms. Fife addressed the issue of being a Justice of the Peace, something that she started during her tenure as the Deering Deputy Town Clerk. The Deering PD Officers have asked her to sign various complaints over the years when the Town Clerk was unavailable. One such request occurred over the previous weekend and she felt somewhat uncomfortable providing a signature given her position as Selectman. Ms. Fife believes that it may represent a conflict of interest at some point given the nature of a complaint that is brought to her in the future. She, therefore, made the request that the TA notify Chief Pushee that she will no longer be available to act in her capacity as Justice of the Peace when it involves police related issues.

TO BE REVIEWED AND/OR SIGNED:

- Employee Payroll	<u>January 10th</u> \$12,844.23
- Employee Payroll	<u>January 17th</u> \$8,869.82
- Fire Department Payroll	<u>December 31st</u> \$2,833.37
- AP Manifest	<u>December 31st</u> \$31,050.74
- AP Manifest	<u>January 17th</u> \$360,838.69

There being no further business to come before the Board Mr. Belouin made the motion to adjourn. Ms. Fife seconded the motion. The vote was unanimous and so moved. The meeting adjourned at 2100.

Respectfully Submitted,

\s\ Russell McAllister
Town Administrator



A brighter way to illuminate your business

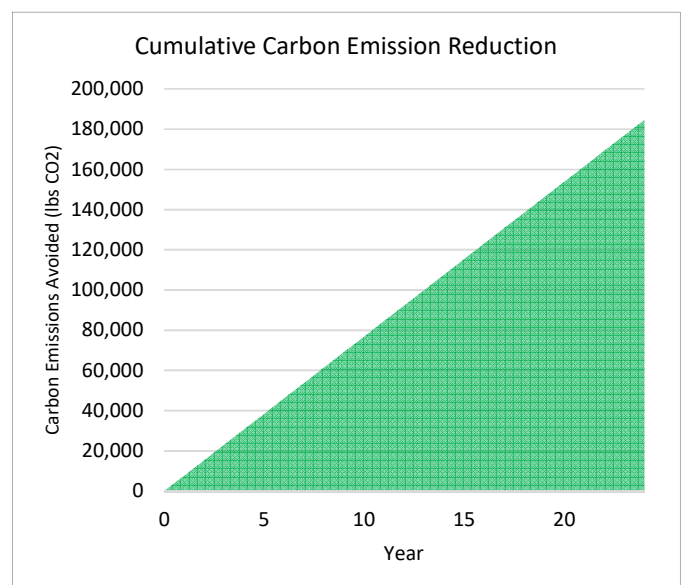
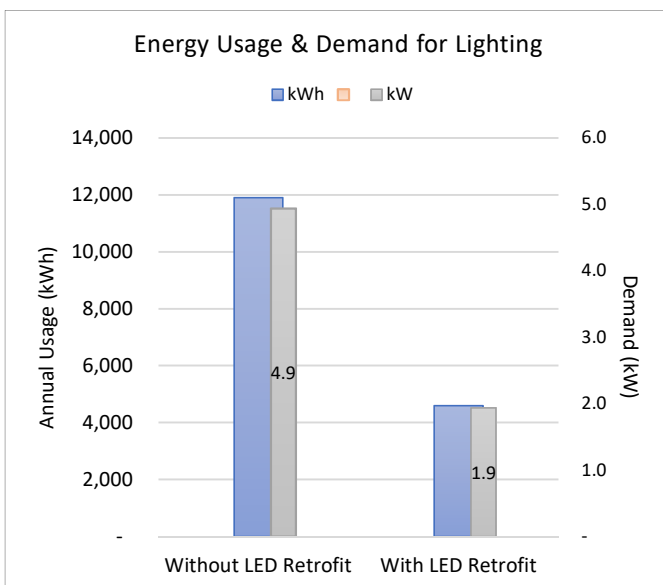
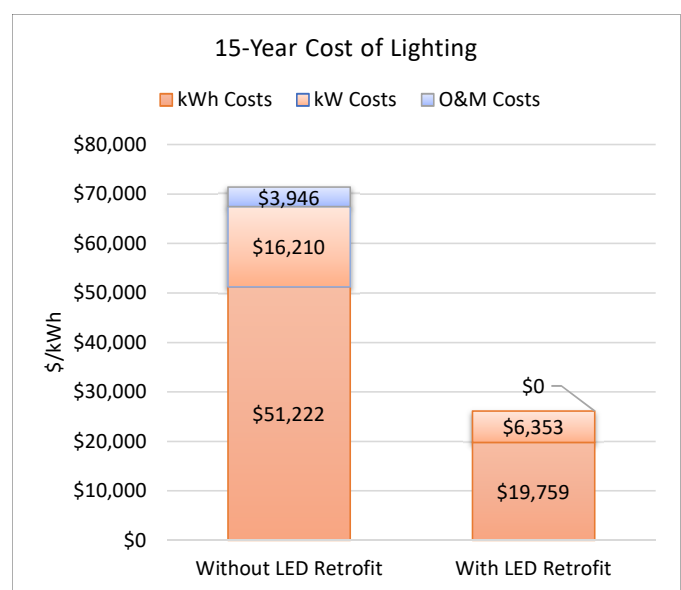
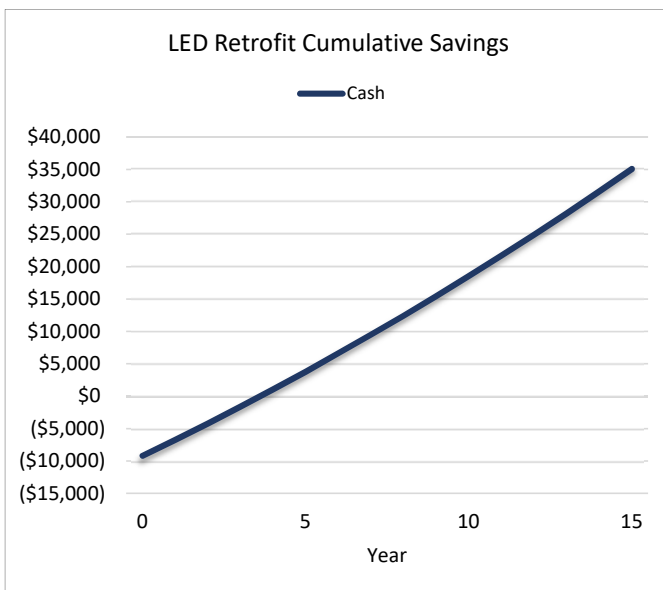


LED Lighting Retrofit Proposal

Deering Town Hall

LEDs offer better lighting quality, lower operating costs, exceptional longevity, and virtually no maintenance costs as compared to traditional lighting. At ReVision Energy, we are committed to delivering optimum lighting design and installation services that will improve the lighting at your facility all while reducing maintenance costs and eliminating a substantial portion of your electricity consumption.

Project Details		Utility Savings		O&M Assumptions	
Gross Project Cost	\$ 12,240	Annual kWh Reduction	7,311	Fixtures Replaced	55
Project Rebate	\$ 3,030	kW Demand Reduction	2.70	Historical Annual O&M	\$ 228
Net Project Cost	\$ 9,210	Y1 kWh Rate	\$ 0.2400	Year 10 O&M	\$ -
*Net project cost is the project gross cost less the rebate		Y1 kW Rate	\$ 15.25	O&M Escalator	2.00%
		Utility Escalator	2.50%		



January 1, 2018

LED Retrofit Project Cash Flow - Deering Town Hall

Project Details			Utility Savings					
Project Gross Cost	\$	12,240	Annual kWh Reduction		7,311	Fixtures Replaced		55
Rebate	\$	3,030	kW Demand Reduction		2.70	Historical Annual O&M	\$	228
Project Net Cost	\$	9,210	Y1 kWh Rate	\$	0.2400	Year 10 O&M	\$	-
			Y1 kW Rate	\$	15.25	O&M Escalator		2.00%
			Utility Escalator		2.50%			

*Net Project cost is the project gross cost less the rebate

Year	Utility \$/kWh	Utility \$/kW	Utility Savings	O&M Savings	Rebate	Annual Cash Flow	Cumulative Cash Flow
0					\$3,030	(\$9,210)	(\$9,210)
1	\$0.24	\$15.25	\$2,249	\$228	\$0	\$2,478	(\$6,732)
2	\$0.25	\$15.63	\$2,306	\$233	\$0	\$2,538	(\$4,194)
3	\$0.25	\$16.02	\$2,363	\$237	\$0	\$2,601	(\$1,593)
4	\$0.26	\$16.42	\$2,422	\$242	\$0	\$2,664	\$1,071
5	\$0.26	\$16.83	\$2,483	\$247	\$0	\$2,730	\$3,801
6	\$0.27	\$17.25	\$2,545	\$252	\$0	\$2,797	\$6,598
7	\$0.28	\$17.69	\$2,609	\$257	\$0	\$2,865	\$9,463
8	\$0.29	\$18.13	\$2,674	\$262	\$0	\$2,936	\$12,399
9	\$0.29	\$18.58	\$2,741	\$267	\$0	\$3,008	\$15,407
10	\$0.30	\$19.05	\$2,809	\$273	\$0	\$3,082	\$18,489
11	\$0.31	\$19.52	\$2,879	\$278	\$0	\$3,157	\$21,646
12	\$0.31	\$20.01	\$2,951	\$284	\$0	\$3,235	\$24,881
13	\$0.32	\$20.51	\$3,025	\$289	\$0	\$3,314	\$28,196
14	\$0.33	\$21.02	\$3,101	\$295	\$0	\$3,396	\$31,592
15	\$0.34	\$21.55	\$3,178	\$301	\$0	\$3,479	\$35,071

Deering Town Hall - LED Retrofit Summary

Existing Fixtures					
Fixture Designation	Qty	Old Fixture Name	Wattage/ Fixture	Total kW	kWh/Year
Totals:	55			4.9	11,902
A	38	4' 3 Lamp 32W T8 2x4 Troffer	84	3.2	8,347
A	8	4' 3 Lamp 32W T8 2x4 Troffer	84	0.7	1,352
B	6	4' 2 Lamp 32W T8 Surface Wrap	56	0.3	338
C	1	4' 4 Lamp 40W T12 2x4 Troffer	141	0.1	141
E	2	250W HPS Wall Pack	288	0.6	1,725

New Fixtures									
Qty	Manufacturer	Fixture Family	Locations	Description	Rebate \$/Fixture	Wattage/ Fixture	Total kW	kWh/Year	
55							1.9	4,591	
38	Lithonia	2BLT4	Town Office and Hallways	2X4 Medium Low Lumen Value Architectural Troffer	\$ 60.00	34	1.292	3359.2	
8	Lithonia	2BLT4	Police	2X4 Medium Low Lumen Value Architectural Troffer	\$ 60.00	34	0.272	544	
6	Lunera	HN T8 Type C 2-Lamp	Basement and 1st Floor	Type C LED T8 4' Tube Retrofit 2-Lamp 1-Driver	\$ 10.00	30	0.18	180	
1	Lithonia	2BLT4	Back Room	2X4 Medium Low Lumen Value Architectural Troffer	\$ 60.00	34	0.034	34	
2	RAB	WP3LED	Exterior	LED Wall Pack With Forward Throw	\$ 75.00	79	0.158	474	



Efficient LED Lighting Systems

Proposal for LED Lighting Upgrade Deering Town Hall

Eversource Account Number 5268-261-1052

January 17, 2018

**Deering Town Hall
762 Deering Center Road
Hillsborough, NH 03244-6509**

Efficient LED Lighting Systems

5 Elm Street, PO Box 894

Sunapee, NH 03782



**5 Elm Street, P.O. Box, 894, Sunapee, NH 03782
Tel: 617-281-8282**



Efficient LED Lighting Systems

Proposal – LED Lighting Retrofit

Scope of Work:

To be performed as listed...

- Remove and Dispose of #47 Existing 2'X4', 3 Lamp Recessed-Fluorescent-Troffers; Supply and Replace with New, Dimmable, DLC Listed LED Panel Fixtures.
- Remove and Dispose of #6 Existing Surface Mounted Wrap Fixtures; Supply and Replace with New, Dimmable, DLC Listed LED Surface Mounted Wrap Fixtures.
- Remove and Dispose of #2 Existing Exterior Wall Pack Fixtures; Supply and Replace with New, DLC Listed LED Area Lights.

All Recycled fixtures will be verified. A Recycling Certificate will be provided to the the Town upon delivery of recycled equipment.

Summary of fixtures provided and installed:

#47, LUMA-GEN 40 Watt, 4,000K LED Panel Fixture...(LG-PLP40W-24DU-40K)

#6, COOPER 4WNLED-LD4-32SL-F-UNV-L840-CD1-U. (28 Watt, 4,000K dimmable, surface mounted wrap fixture)

#2, ELITE 90 Watt, 5,000K LED Wall Pack Fixtures-(EO-WP-90W)

Incentive Rebates:

Application for Incentive rebates will be coordinated by Efficient LED Lighting Systems, between Town of HILLSBOROUGH, NH and Eversource. Anne Karczmarczyk will likely be the Lead Contact from Eversource and will facilitate the application process. All 2018 rebates will require verification by Eversource.

Authorized Signature, Town of HILLSBOROUGH-DEERING: _____ Date: _____

**5 Elm Street, P.O. Box, 894, Sunapee, NH 03782
Tel: 617-281-8282**



Efficient LED Lighting Systems

Proposal - LED Lighting Installation

LED Product & Installation Cost:

Existing: (#47 – 2'X4' RECESSED FLUORESCENT TROFFERS Rated 88 Watts.

Replacement: #47, 40 Watt, 4,000K LED RECESSED DLC LISTED PANELS-(LG-PLP40W-24DU-40K)

Fixture (#47) Total Cost	\$3,431.47
Installation Complete	\$1,551
EVERSOURCE Utility Incentive Rebate	\$2,820
Total Cost after Rebate	\$2,162.47

Existing: (#6 – 1'X4' SURFACE MOUNTED FLUORESCENT WRAPS, RATED 60 Watts.

Replacement: #6, 1'X4', 4,000K SURFACE MOUNTED LED WRAP FIXTURES, RATED 28 WATT

Fixture (#6) Total Cost	\$ 485.22
Installation Complete	\$ 198
EVERSOURCE Utility Incentive Rebate	\$ 360
Total Cost after Rebate	\$ 323.22

Existing: (#2 – 150 W Metal Halide WALL PACKS, Rated 190 Watts.

Replacement: (#2) 90 Watt, 5,000K LED WALL PACKS-(EO-WP-90)

Fixture (#2) Total Cost	\$ 530
Installation Complete	\$ 90
EVERSOURCE Utility Incentive Rebate	\$ 150
Total Cost after Rebate	\$ 470

**5 Elm Street, P.O. Box, 894, Sunapee, NH 03782
Tel: 617-281-8282**



Efficient LED Lighting Systems

Summary of Project Cost, Incentive Rebates, & Product Deposit

Total Equipment Cost	\$ 4,446.69
Total Installation Cost	\$ 1,839
LED Lighting Equipment & Installation Total Cost	\$ 6,285.69
Certified Recycling: lamps, capacitors, transformers	\$ 159
<u>Total Project Cost Paid Directly to Efficient LED Lighting Systems</u>	<u>\$ 6,444.69</u>
<u>Total Utility Incentive Rebate Paid directly to Town of HILLSBOROUGH/DEERING</u>	<u>\$ 3,330</u>
<u>Total Project Cost to Town of After Incentive Rebate Return</u>	<u>\$ 3,114.69</u>
1/3 Deposit on Materials Only, 50%	\$ 1,482.23
Final Payment Due After Installation	\$4,962.46

2018 incentive rebate rates must be verified by Eversource. Rebates will be verified with application for incentives.

Authorized Signature Date
Russell McAllister, Town Administrator

Vendor/Contractor Authorized Signature Date
Peter Salvitti

**5 Elm Street, P.O. Box, 894, Sunapee, NH 03782
Tel: 617-281-8282**

Town of Deering
New Hampshire
Warrant and Budget
2018

To the inhabitants of the Town of Deering in the County of Hillsborough in the state of New Hampshire qualified to vote in town affairs:

GREETINGS!

You are hereby notified to meet at the Town Hall in said Deering on **Tuesday the 13th day of March, 2018 at 11:00 am** in the morning to act upon the following subjects:

Article 1: To choose all necessary Town Officers for the ensuing year.

Selectman	3-year term
Library Trustee	3-year term
Cemetery Trustee	3-year term
Trustee of Trust Funds	3-year term
Town Clerk/Tax Collector	3-year term
Supervisors of the Checklist	6-year term
Supervisors of the Checklist	2-year term

POLLS WILL OPEN AT 11:00 am and remain open until **7:00 pm**.

ADDITIONALLY, pursuant to RSA 39:2-a, you are hereby notified that Articles 2 through 11 will be taken upon Saturday the 17th of March, 2018 next at 9:00AM in the morning at Town Hall.

Article 2: To Accept Town Reports

To see if the Town will vote to accept the 2018 reports of the Town Officials, agents and committees, and to accept the 2017 auditor's report.

The Board of Selectmen Recommends this Article.

Article 3: To Appropriate Operating Budget Funds for the Year 2018

To see if the Town will vote to raise and appropriate the sum of two million seventy-seven thousand seven hundred sixty-two dollars (\$2,077,762) for the purpose of funding general municipal operations not including any amount raised and appropriated in any separate warrant article.

Acct	Function	Amount
4130	Executive	\$ 199,916.74
4140	Elections, Registration, Vital Statistics	\$ 40,609.40
4150	Finance Administration	\$ 65,121.40
4152	Assessing Revaluation	\$ 30,690.39
4153	Legal Expense	\$ 18,000.00
4191	Planning & Zoning	\$ 8,906.00
4194	General Government Buildings	\$ 33,800.00
4195	Cemeteries	\$ 16,100.00
4196	Insurance	\$ 51,789.00
4197	Advertising & Regional Association	\$ 4,397.00
4210	Police	\$ 346,117.98
4215	Ambulance	\$ 89,963.50
4220	Fire	\$ 114,119.25
4240	Building Inspection	\$ 13,218.00
4290	Emergency Management	\$ 1.00
4299	Other Public Safety - Dispatching	\$ 36,718.00
4300	Highways & Streets	\$ 689,163.45
4324	Solid Waste Disposal	\$ 103,152.00
4415	Health Agencies & Programs	\$ 5,160.00
4442	Direct Assistance	\$ 15,003.00
4520	Parks & Recreation	\$ 25,000.00
4550	Library	\$ 2,010.00
4611	Conservation Commission	\$ 3,255.00
4711	Bonds, Notes - Principal	\$ 150,000.00
4722	Bonds, Notes - Interest	\$ 10,551.00
4723	Tax Anticipation Notes	\$ 5,000.00
Total		\$ 2,077,762.11

The Board of Selectmen Recommends this Article

Article 4: To Add Funds to Established Trust Funds

To see if the Town will vote to raise and appropriate the sum of FOUR HUNDRED THOUSAND FIFTY DOLLARS (\$400,050) to be added to the previously established Capital Reserve and/or Expendable Trust Funds and to fund the sum of ONE HUNDRED FIFTY THOUSAND DOLLARS (\$150,000) from the unassigned fund balance as of December 31, 2017 for the following accounts in said amounts:

Acct	Fund	Amount
60.1010.00.054	FD Vehicle Replacement / CRF	\$ 100,000.00
60.1010.00.055	HWY Vehicle Replacement / CRF	\$ 50,000.00
	Total Unassigned Fund Balance	\$ 150,000.00

Acct	Fund	2017	2018
60.1010.00.054	FD Vehicle Replacement / CRF	\$ 88,000.00	\$ 120,000.00
60.1010.00.055	HWY Vehicle Replacement / CRF	\$ 20,000.00	\$ 70,000.00
60.1010.00.060	Assessing / ETF	\$ 9,300.00	\$ 9,300.00
60.1010.00.062	Celebration (A)	\$ 1,000.00	\$ 1,000.00
60.1010.00.063	Cemetery Maint / ETF	\$ 3,000.00	\$ 3,000.00
60.1010.00.064	Computer Systems / ETF	\$ 4,700.00	\$ 2,300.00
60.1010.00.065	Exotice Weed Control / ETF	\$ 5,000.00	\$ 1,000.00
60.1010.00.066	FD Building Maint / ETF	\$ 5,000.00	\$ 5,000.00
60.1010.00.069	Gov't Bld Improvement / ETF	\$ 20,000.00	\$ 20,000.00
60.1010.00.071	Health & Safety / ETF	\$ 1,500.00	\$ 1,500.00
60.1010.00.075	Library Bld Maint / ETF	\$ 1,000.00	\$ -
60.1010.00.076	Master Plan / ETF	\$ 1,250.00	\$ 1,250.00
60.1010.00.078	PD Ballistic Vest Replacement / ETF	\$ 700.00	\$ 700.00
60.1010.00.079	PD Equipment Replacement / ETF	\$ 3,500.00	\$ -
60.1010.00.080	PD Vehicle Replacement / ETF	\$ 10,000.00	\$ 12,500.00
60.1010.00.082	Reservoir Usage / ETF	\$ 5,000.00	\$ 5,000.00
60.1010.00.083	Road Reconstruction / ETF	\$ 59,049.00	\$ 122,500.00
60.1010.00.084	FD Turnout Gear Replacement / ETF	\$ 5,000.00	\$ 5,000.00
60.1010.00.087	HWY Bld Improvement / ETF	\$ 20,000.00	\$ 20,000.00
	Total	\$ 262,999.00	\$400,050.00

The Board of Selectmen Recommends this Article

Article 5: To Purchase a Skid Pack for the Fire Department Forestry Vehicle

To see if the Town will vote to raise and appropriate the sum of TWELVE THOUSAND DOLLARS (\$12,000) to fund the costs associated with purchasing a Forestry Vehicle Skid Pack used to carry water and other firefighting equipment and to mount it on the Forestry Vehicle. This equipment will be used to fight brush fires in difficult to access and uneven terrain and to be funded from the unassigned fund balance as of December 31, 2017. This appropriation shall not raise any taxes and have no effect on the tax rate.

The Board of Selectmen Recommends this Article

Article 6: To Continue the Per Diem Emergency Responder Program

To see if the Town will vote to raise and appropriate FOURTY FIVE THOUSAND DOLLARS (\$45,000) to fund the costs to staff a per diem emergency responder program from July through December and to be funded from the Ambulance Capital Reserve Fund in the Amount of FORTY- FIVE THOUSAND DOLLARS (\$45,000). The ambulance will be staffed Monday through Friday from 7:00am to 5:00pm and ambulance staff will also be responsible for responding to fire calls during their work shifts. Future costs of the per diem paramedic program will be in the operating budget. This appropriation shall not raise any new taxes and have no effect on the tax rate.

Recommended by the Board of Selectmen

Article 7: To alter the form of organization of the Fire Department

To see if the Town will vote to approve a change in the organization of the Fire Department pursuant to RSA 154:1. The proposal is to alter the current organization from RSA 154:1 I(a) where "A fire chief appointed by the local governing body, or by the town or city manager, if any, with firefighters appointed by the fire chief," to RSA 154:1 I(b) where "A fire chief appointed by the local governing body, or by the town or city manager, if any, with firefighters appointed by the local governing body or manager, upon recommendation of the fire chief."

Explanation: This change is a recommendation of the MRI Fire Department Study authorized by voters in March 2015 and completed in November 2015. The Board of Selectmen is the hiring authority for all other departments. Passage of this warrant article will bring uniformity to the hiring process across all town departments. If approved this change will take effect one year after adoption.

Recommended by the Board of Selectmen

Article 8: To Fund the Development of the Town's Capital Improvement Plan

To see if the Town will vote to raise and appropriate the sum of TWO THOUSAND FOUR HUNDRED DOLLARS (\$2,400) to fund the professional service costs of developing the Town's Capital Improvement Plan with the Central New Hampshire Regional Planning Commission with said funds to come from the unassigned fund balance as of December 31, 2017. This appropriation shall not raise any new taxes and have no effect on the tax rate.

Recommended by the Board of Selectmen

Article 9: To add an administrative assistant to the Police Department

To see if the town will vote to raise and appropriate the sum of TWO THOUSAND THREE HUNDRED FORTY DOLLARS (\$2,340) for the purpose of adding the position of administrative assistant to the Police Department. This funding will cover the costs of the position from July through December 2018. Future costs will be in the operating budget.

Recommended by the Board of Selectmen

Article 10: New Purpose Language: Town Center Improvement Expendable Trust Fund

To see if the town will vote to change the purpose of the existing Town Center Improvement Expendable Trust Fund established at the 2016 Town Meeting. The proposed change is below:

for the purpose of providing funds for the planning and development of a long- range community use plan for the two parcels commonly referred to as the Town Common and Hotel Lot **and to allow the expenditure of funds for site improvements including, but not limited to water, electricity, and construction of a pavilion.** (2/3 vote required).

Recommended by the Board of Selectmen

Article 11: To Add Funding to the Town Center Improvement Expendable Trust Fund

To see if the Town will vote to raise and appropriate TEN THOUSAND DOLLARS (\$10,000) to add to the Town Center Improvement Expendable Trust Fund to cover the costs for the Town Center Improvements as described in Article 10 and to be funded from the unassigned fund balance as of December 31, 2017. This appropriation shall not raise any taxes and have no effect on the tax rate.

Recommended by the Board of Selectmen

Article 12: To Transact Other Business

To transact any other business that may be brought before this meeting.

Given under our hands, February 7 th , 2018		
We certify and attest that on or before February 8 th we posted a true and attested copy of the within Warrant at the place of meeting, and like copies at the Town Office, and delivered the original to the TOWN CLERK.		
Printed Name	Position	Signature
Allen Belouin	Chair	
Sharon Fife	Selectman	
Aaron Gill	Selectman	

2018

Please Sign In

Gale Zalmon
Doug Zalmon
B. [Signature]