

**Town of Rumney
Board of Selectmen
August 15, 2016
Selectmen's Meeting Minutes**

Present: Select Board Members-Dan Kimble, Mark Andrew
Administrative Assistant, Joe Chivell
Select Board Chairman Ed Haskell excused absence

6:30PM Selectman, Dan Kimble, called the meeting to order.

6:33PM Rumney resident requested to meet with the Selectmen, in nonpublic session, concerning a tax deeded property. Selectman, Dan Kimble, made a motion to enter into nonpublic session, as allowed by RSA 91-A:3. II©. The motion received a second by Selectman Mark Andrew. Motion passed 2-0.

6:50PM Motion to leave nonpublic session and return to public session was made by Selectman, Mark Andrew, and seconded by Selectman, Dan Kimble. Motion passed 2-0.

A motion to seal the nonpublic minutes indefinitely, as they may likely adversely affect the person other than a member of the Select Board, was made by Selectman, Dan Kimble. The motion received a second from Selectman, Mark Andrew. Motion passed 2-0.

6:55PM Upon review of the August 1, 2016, Selectmen's Meeting Minutes, Selectman, Dan Kimble, made a motion, which received a second from Selectman, Mark Andrew, to accept the minutes as corrected. Motion passed 2-0

7:00PM Neil McIver had been scheduled to meet with the Board with updated information on the School Street culvert status and hydrant projects. Mr. McIver was not in attendance.

The Board continued on with the Administrative Assistant Report portion of the agenda;

- It was noted that a DRAFT of the Selectmen's Meeting was posted on the Town website the Friday prior to the meeting. It was watermarked as DRAFT as the agenda can change. It was determined that a watermark of TENTATIVE may be more accurate.

- The paving, by Bryant Paving, has been completed. The paved areas included the completion of 2015 Buffalo Road Improvement project, Old North Groton Road, the area around the Highway Garage, and the parking areas around the Town Office Building and the Depot Street Fire Station.

Selectman, Mark Andrew, wanted the minutes to reflect he was very happy with the work that Bryant Paving did for the town.

It was noted that any striping/painting should wait for 30-60 days. Parking spacing will be marked in front of the Town Office Building, to include a handicap space adjacent to the front door. The police chief will be asked if any striping is needed on the police end of the building.

The fire chief will also be asked what, if any striping, is needed at the Depot Street Fire Station. It was noted that as events open to the public are held at the Depot Street Fire Station a handicap parking space with appropriate signage needs to be put into place.

- The compactor at the Transfer Station has been repaired. The work was not complete until mid-day Saturday, August 6, 2016. Two additional containers were brought in, which minimized the backup of users that day.
- A proposed order of cleanup has been drafted by the town's attorney to be sent to the owner and occupant of 45 Wheeler Lane. The orders are to be signed by the Board of Selectmen, the Rumney Fire Chief, and the Rumney Health Officer. The orders will be sent certified mail and, if possible, delivered in hand.
- The repair of the Buffalo Road Bridge has been delayed. It is reported the delay is due to the pre-cast replacement bridge not being ready. Work should begin by month's end and should still finish within the scheduled time frame. The guardrail that was initially planned to be used during the bridge replacement is no longer available. HEB Engineers sent information on two guardrail options that could be used: the FLEAT system and the SoftSTop System. The SoftStop System is the newest system, is reported to be "more plow friendly" and, if needed, replacement parts will be more plentiful in the future than the FLEAT system. Selectman, Dan Kimble, made a motion, which received a second

from Selectman, Mark Andrew to have HEB Engineer's move forward with the SoftStop System. Motion passed 2-0.

- The Board members were reminded that the Historical Plaque Meeting is scheduled for August 24, 2016 at 10:00 am at the Historical Society Building.
- Four applications have been received for the part-time Deputy Town Clerk/Tax Collector. Following a brief discussion, it was determined that Town Clerk/ Tax Collector, Paulette Bowers, Administrative Assistant, Joe Chivell, and Town Treasurer, Janet Sherburne, if available, would conduct the first round of interviews. The top two names would be reviewed by the Board of Selectmen. Following the Boards review background checks and criminal history checks will be conducted.
- Creating a time line to develop the 2017 Town of Rumney Budget was discussed. Department heads will be asked to develop a zero based budget. Budgets and requested warrant articles will be due to the Selectmen on the same day, to be determined. Working the schedule backwards, it appears;
 - Public Budget hearing will be February 6, 2017
 - Selectmen's final budget workshop will be January 7, 2017
 - Final Advisory Committee will be December 5, 2016
 - Department Head Budget due dates will be determined within the next few weeks.
 - Department Heads will be given their portion of the cost of Office 365, which will be reflected in their budget.
 - Department Heads will meet with the Board of Selectmen and Advisory Committee to explain their proposed budget.
- Administrative Assistant, Joe Chivell, requested guidance on the three properties that were taken on Tax Deeds this year. One property is a house that is occupied, one property is vacant and may be part of a probate matter, and one is a travel camper with attached porch and reportedly vacant for several years.

Board members present agreed they did not want to own property and definitely do not want to be landlords, so in the case of the occupied house an eviction process should be started.

The second two properties should be secured and posted No Trespassing.

All three properties will be added to the Town liability package and checked for winterization.

8:00PM Town Moderator, Jim Buttolph, asked to meet with the Board concerning the upcoming elections. The Primary Election is September 13th and the National Election is November 8th. A heavy turnout is expected for both dates.

Buttolph stated that both the Republic and Democratic parties are represented in the makeup of the Ballot Clerks.

Ballot Clerk training was held last week and some members from Rumney did attend.

Buttolph plans to setup a meeting with all Supervisors of the Check List and Ballot Clerks before the next election date.

Adjustments to the physical set up of the voting area will be made to accommodate larger voter turnout and ease the flow of the voters going through.

Buttolph plans to have better signage to assure voters know how to travel through each stage of the voting process and name tags to identify the Moderator and Assistant Moderator. He will also work on the parking arrangements.

Selectman, Mark Andrew, asked about better notice for pre-registration and the possibility of posting forms on line.

8:15PM Selectman, Dan Kimble, made a motion to enter into nonpublic session as outline in NH RSA 91-A:3, II (a). The motion received a second from Selectman, Mark Andrew. Motion passed 2-0.

8:45PM Selectman, Dan Kimble, made a motion to leave nonpublic session and return to public session. The motion received a second by Selectman, Mark Andrew. Motion passed 2-0

A motion to indefinitely seal the nonpublic minutes, in that they may adversely affect the reputation of any person, other than a member of this Board, was made by Selectman, Dan Kimble. This motion received a second from Selectman, Mark Andrew. Motion passed 2-0.

8:46PM New Business –

- It was noted that the Rumney Baptist Church, once again, provided a dinner the evening of Old Home Day. It was nice to see the Baptist Church giving back to the town, again, this year.
- Mark Andrew would like to know who is responsible for picking up the folding chairs, from the Common, after Old Home Day. He noted that as of today, Monday August 15th, the chairs were still stacked up in the Common in the rain.
- Selectman, Mark Andrew, wanted to thank Coast of Main Products and Yeaton Agway for donating 10 bags of compost to be used in the flower bed at the Town Office Building.

9:00AM Old Business –

- The Facilities Committee has asked to have their CIP meeting moved to September 13, 2016.
- In the future ongoing projects or long term project can be listed under Old Business for either updates or status checks
- Administrative Assistant, Joe Chivell, suggested that the policies in the Town Policy Book be assigned review dates. This would assure they are read and reviewed on a regular basis. It would also assist in keeping policies current.

9:20 A motion to adjourn was made by Selectman, Dan Kimble. The motion received a second from Selectman, Mark Andrew. Motion passed 2-0.

Sincerely submitted,

Joe Chivell
Administrative Assistant
Town of Rumney

Upcoming events;

August 29 th	Selectmen's Meeting with Public Forum
August 29 th	Buffalo Road Bridge Project starts
August 30 th	Planning Board Meeting
September 5 th	Town Office Closed, No Selectmen's meeting
September 13 th	Planning Board Meeting
September 14 th	Facilities Committee
September 19 th	Selectmen's Meeting