

**Town of Rumney
Board of Selectmen
April 17, 2017
Selectmen's Meeting Minutes**

Present: Select Board Members- Ed Haskell, George Bonfiglio
Selectman Robert Berti excused absence
Administrative Assistant - Joe Chivell

- 6:30 PM Chairman, Ed Haskell, opened the meeting
Payroll and accounts payable checks reviewed and signed.
Payroll tax liability sheet reviewed and signed by the chairman. This is a new item that the auditors have request the town to start. The tax liability is an electronic transfer, therefor there is no check or invoice to review. The auditors want verification that the tax liability is viewed by the Board.
- 6:45 PM Summer mowing bids were opened. Four organizations submitted sealed bids by the 2:00 PM deadline on April 17, 2017. Cemetery Trustee, Kathy Sobetzer was at the meeting to assist with the review of the cemetery bids. After review of the bids all town property and cemetery mowing jobs were awarded to TH Turnkey Construction, LLC of Meredith New Hampshire. Notice of the results will be mailed to all bidders.
- 7:10 PM Mark Andrew, Emergency Management Director, requested to meet with the Board. Andrew presented the Board with the latest revision of the Emergency Operation Plan (EOP). After the Board has time to review the binder containing the EOP, there is a page for the Board to sign accepting the EOP and placing it into action.
- Mark Andrew went on to explain that when he agreed to take position of Emergency Management Director (EMD) it was for a short duration of time and to complete a list of projects to bring Rumney's Emergency Management program current. The items on the project list were; update the Hazard Mitigation Plan and the Emergency Operation Plan, update the emergency operation center and develop MOU's with Russell School and the Baptist Church.
- Andrew explained that now that the project list is complete it is time for him to resign/retire from the EMD position. Andrew described the position EMD as more of an administrative role, most of the efforts relate to grant applications, quarterly reports, and communicating with local and state agencies. In a small town, it would be a disservice, to both the EMD position as well as the

emergency services department, by using an emergency services department members in the EMD position rather than keeping them available for front line needs in the event of an emergency. With that being said Mark Andrew suggested that his current assistant EMD and town administrative assistant, Joe Chivell, be appointed to the position of Emergency Management Director. Andrew added that he is not moving and will be around town if there are any questions to do with any town issue he has been part of.

Selectman, Ed Haskell, asked Joe Chivell if he would accept the position as Emergency Management Director. Chivell replied that he felt he could handle the position and would look for someone to fill the assistant EMD position he had held.

Selectman, Ed Haskell, made a motion to accept the resignation submitted by Mark Andrew and to appoint Joe Chivell to fill the position of Emergency Management Director. George Bonfiglio seconded the motion. There was no further discussion on the motion. The motion passed 2-0.

The Board thanked Mark Andrew for all he has done in the positions he has held for the Town over the years.

7:30 PM Michael Wilson, of the Bruhawachet Sno-Trackers snowmobile club, with Tim Lewis asked to meet with the Board. Wilson explained that the club is seeking permission from the town to use Lower Doetown Road as part of their trail system. Being part of their trail system they would look to make some repairs to the road. Wilson reports gaining permission from adjacent landowners, including Wade Reed. Wade Reed had permission from the town, over the past two years, to use and make some improvements Lower Doetown Road. Wilson is asking for written permission from the town, which in turn, allows the club to gain State grants to work on the trail system. There are no homes in the area they are looking to use as the trail system. Selectman, Ed Haskell, explained that Lower Doetown Road being a Class VI town road, the road agent would have input on any proposed work. The club was asked to provide copies of the written permission they have gained from the adjacent property owners.

It is the hope of the club to bring lake area snowmobile traffic down to the village businesses and eventually to connect to the trail system along Route 25. There was some discussion about a snowmobile bridge crossing Stinson Brook. That project will be addressed at a later time.

7:55 PM Administrative Assistant Report

- Minutes of the March 20, 2017, Selectmen's Meeting were reviewed. Selectman, George Bonfiglio, made a motion to accepted the March 20, 2017, Selectmen's Meeting Minutes. Selectman, Ed Haskell, seconded

the motion. There was no discussion on the motion. The motion passed 2-0.

- Minutes of the April 3, 2017, Selectmen's Meeting were reviewed. Selectman, George Bonfiglio, made a motion to accept the April 3, 2017, Selectmen's Meeting Minutes as corrected. Selectman, Ed Haskell, seconded the motion. There was no discussion on the motion. The motion passed 2-0.
- Elderly Tax Exemption request for Map 13 Lot 0840 was made available for review. The request for Tax Exemption was approved and signed by the Board members.
- Intent to Cut for Map 13 Lot 0214 was reviewed and signed by the Board.
- Intent to Cut for Map 13 Lot 0213 was reviewed and signed by the Board.
- A brief overview of the week the town audit was conducted was given. There will be a one day follow up scheduled soon. There was nothing outstanding to report.
- Administrative Assistant, Joe Chivell, requested permission to attend the Primex Conference May 10th & 11th. That would require the Selectmen's Office to be closed on May 10th. Primex is the town's Property and Liability insurer. The Board approved Chivell to attend the conference and the closing of the office on May 10th.
- The IT contract offer by Certified Computer Solutions was discussed. CCS had offered a one-year contract and a three-year contract. At this time, the decision was made that the one-year contract would better serve the needs of the town. Selectman, Ed Haskell, signed the one-year agreement.
- Prior to the meeting Selectman, Robert Berti, had conveyed a concern regarding the road side parking in the area of the Rumney Transfer Station. Administrative Assistant, Joe Chivell, let the Board know that he had requested the road agent to provide the transfer station with metal sign posts to replace the temporary grade stakes used to post the no parking area. Chivell also reported that he spoke to the police chief about the enforcement of parking in that area. Chief Miller had reported that several parking violation tickets had been issued the weekend prior.
- Road Agent, Frank Simpson, requested; if the highway department was to be asked to complete any dirt work for the construction of the gazebo on the common, that the request come from the Board. It was the Board's understanding that the required dirt work was being arranged without the need of the town highway department resources. To that end, the Board stated that the highway department was not to be used for any part of the construction of the gazebo.

- At the last meeting Selectman, Robert Berti, suggested that donations to build the gazebo be sought from vendors regularly used by the town. Administrative Assistant, Joe Chivell, updated the Board that he had provided mailing labels to Diana Kindell of the top dozen, or so, vendors most often used by the town. Kindell will mail them a request to donation.

8:25 PM Old Business – None

8:25 PM New Business – There was a concern about the tree trimming for the NHEC had done on Old Route 25. Some of the trees were left looking in very poor shape. Also, there were several trees that were cut when the snowbank was over a foot high and now there are several foot-high stumps that appear to be sharp on top. This issue will be followed up on at a future meeting.

8:35 PM Selectman, Ed Haskell, made a motion to adjourn. The motion was seconded by George Bonfiglio. No discussion on the motion. Motion passed 2-0.

Sincerely submitted,

Joe Chivell
Administrative Assistant
Town of Rumney

Upcoming events:

April 25, 2017	Planning Board Meeting
April 26, 2017	BRWA Meeting
May 1, 2017	Board of Selectmen Meeting with Public Forum
May 8, 2017	Fire Commission Meeting
May 10, 2017	Selectmen’s Office Closed
May 15, 2017	Board of Selectmen Meeting