

Board of Selectmen
August 19, 2019
Selectmen's Meeting Minutes

Present: Select Board Members Present – Robert Berti, Ed Haskell, & George Bonfiglio
Town Administrator – Joe Chivell

6:30 PM Meeting opened by Selectman Robert Berti.
Payroll and accounts payable checks reviewed for signature.

6:35 PM Rumney Town Clerk Tax Collector Lila Williams met with the Board to discuss properties to be Deeded and the status of taxes being paid. \$158,569 of the 2019 Part I tax bill remains unpaid. Williams reported that amount is in line with prior years of paid and unpaid taxes.

August 23, 2019 is the day properties are Deeded. There are three properties that are eligible for Deeded. Of those three: 1) Has a payment plan in place and with the approval of the Board the plan can be continue. 2) Is expected to be paid prior to August 23, if not it will be Deeded. 3) Is a trailer on a seconded party property. Williams explained the condition of the trailer, it being on a second party land, it is not prudent for the town to Deed it. Selectman Bob Berti asked if the lien of the trailer could be put against the landowner. Williams believes that can be done but will research the matter further. In the meantime, the town will not Deed the trailer.

Tax Collector Lila Williams had several administrative type abatements to clear out of the system. The Board took them under advisement and will address them at a later date.

7:15 PM Rumney Police Chief Brett Miller met with the Board of Selectmen for the weekly update and follow up with the MRI Risk Assessment Report.

Chief Miller provided handouts titled Calls for Service Totals By Call Type and Weekly Update 8/5/2019 – 8/19/2019.

Chief Miller provided a handout for activity from the Radar Sign targeting August 10th, Old Home Day. The time frame was between 10:15am and 2:45PM. Chief Miller reported that the sign was placed in the area to monitored traffic entering the village. Chief Miller reported that a total of 621 vehicle entered the village during that time and the average speed was 15.9 MPH.

Chief Miller plans to attend the Old Home Day wrap-up meeting and will address the issue of traffic flow in the congested area of the common. This is one reason to consider moving the Old Home Day events to a different location.

Selectman Bob Berti asked the Chief if he could provide speed reports from different areas of town for different time frames. Chief Miller responded that he

has, and he could get them now. Berti replied he did not need them right now but in the future. Chief Miller reported that the sign is currently located at Stinson Lake and had been since the past weekend's 5K.

Chief Miller reported that he spoke with Jen of the Craggin' Classic. Miller reported that there was some back and forth concerning the quiet time. There will be no band this year just acoustical music. The event that may go past the 10:00 pm quiet time is the raffle. Chief Miller also voiced his concern that if person attending the event parked at the Forest Service parking lot and walked to the campground area, the roadway is very dark in that area. Jen assured the Chief that no one will be walking that area at night.

Chief Miller reported that an application had been filed for allow beer to be sold at the Craggin' Classic. The Fire Chief and Health Officer had signed the application. Miller reported that he did not see a place on the form for the Board of Selectmen to sign, so he wanted to bring the application to the Board's attention. Chief Miller stated he had no concerns of there being beer sales. The Board indicated they would follow the Chief's recommendation. Chief Miller stated he will sign the application.

The MRI Risk Assessment Report recommendation list had been given to Chief Miller at the August 5, 2019, he had been asked to review it and report back to the Board during this week's meeting with a response to the listed changes. Selectman Bob Berti asked the Chief how he would like to respond.

Chief Miller state it would be best to turn to the back page and speak to the items on the corrective item time frame. The Chief addressed the following:

- The Harassment policy in the Police Department Rules and Regulation and the Town Personnel Policy do differ. The Chief will adopt the Town Personnel Policy.
- Take home cruiser/vehicle and Personally Owned Vehicle Use policy do not exist. Chief Miller questioned if that should be a department policy or a town policy. Town Administrator Joe Chivell stated those two items could be worked on together and addressed as a Town Policy.
- Development of a Training Plan
 - Chief Miller reported that the NH Police Standards and Training Academy training manual runs on a fiscal year and the town runs on a calendar year. Although training classes at the academy are free the Chief reports, he finds it difficult to make the two schedules line up.
 - Chief Miller reported that he and Officer Patten have attended most all the training provided by the academy that is relevant to the Rumney Police Department.
 - Chief Miller reported that there are classes outside of the academy, but they can be costly. Selectman George Bonfiglio asked if that meant the Chief would need to increase the departments training budget. The Chief stated yes. Bonfiglio stated that the Chief should address that during the budget process. Selectman Bob

Berti stated he understands the importance of training.

- Availability to dispatch 40 hours a week. Chief Miller stated that he came to the Rumney Police Department and stayed over the years because of the flexibility. Chief Miller stated that Officer Patten also stays for the ability to have a flexible work schedule. Miller stated that if the Board foresees the schedule to become rigid, he would see Officer Patten, who receives numerous job offers, leaving. Chief Miller stated if Patten were to leave, he won't be far behind him. Selectman Ed Haskell stated he agrees there should be some flexibility in the scheduling. Selectman George Bonfiglio asked the Chief "How do we, the Town, know if you are on or off duty?" It was explained that Plymouth Dispatch would be the way that he would be contacted. Chief Miller stated if he drops the cruiser off at Central Metals for repair, or something like that, he isn't going to sign on and off with dispatch, but he isn't doing it for free either. Chief Miller went on to say if he has a CAC interview or court he isn't going to sign on with dispatch because he wouldn't be available for calls. Town Administrator Joe Chivell asked why the Chief could not sign on with dispatch, so they know he is working, but sign off at court or off at an interview. At least that way other offers would know if he was on duty or dispatch would know that he would be available at some point. The Chief said he could do that and has started doing that.
- Chief Miller reported that he has drafted a Booking Policy. He stated that he, Officer Patten and Janet all read the policy book and re-wrote those needed. The Town Administrator reminded the Chief that policies needed to be approved by the Board of Selectmen. That the timeline was time so that a policy could be read and reviewed in a manageable rate rather than an entire policy book being dropped off and expected to be approved.

Selectman Bob Berti stated that the Board is looking at this as a positive way to improve the police department and support the Chief in his management abilities. The Board members do not have the time availability to do the day to day contact with the Chief to follow up on the corrective recommendations, nor do they have the background to assist him in this area. Berti continued that the Board is not trying to infringe on the department's day to day operations but do want to see improvement while limiting the liability of the department. Selectman Berti reminded the Chief this process was started after the Board received a complaint from the State Police Troop F Commander. Moving forward with implementing the recommendations from MRI Town Administrator Joe Chivell will be the day to day contact to the Chief and will assist the Chief with the outlined improvements. Chivell has Town Administrator and management experience as well as being a former chief of police. As time allows Selectman Ed Haskell can sit in on the meeting between the Town Administrator and Chief of Police. There is an expectation of weekly meetings between the two and to move forward with the recommendations.

Both Selectmen Ed Haskell and George Bonfiglio stated that if budget adjustments are needed then the Chief should address them during budget season. Chief Miller stated he doesn't normally have say in the salary adjustments.

Chief Miller asked “What do we do right, looking at this list of deficiencies. I’d like the Board to tell me what we do right, and I’ll give you two weeks to respond.”

Selectman Ed Haskell stated they he doesn’t get the citizen complaints that he used to.

Town Administrator Joe Chivell explained that the corrections are an effort to bring policies in line with current accepted practices and adjust them to reflect the size department Rumney is. In doing so it assists in limiting the liability of the department.

Selectman Bob Berti again stated this is seen as a positive vehicle to use to move forward. MRI is a very respected company, this is not meant to be derogatory, it is a way to move in a positive direction.

It was determined that the Police Chief and Town Administrator would meet on Tuesday August 20, 2019 to start the process.

8:10 PM Town Administrator Report

- Notice that the damages from the July 11-12, 2019 storm have been declared a Federal Disaster by President Trump. This will release federal funds for damage repairs.
- Yield Tax Warrant for 13-0211 was reviewed and signed
- Septic System Design for 02-1024 was reviewed and signed
- Septic System Design for 07-0106 was reviewed and signed
- July 2019 Rumney Treasurer Report was available for review
- FY 2018 Final Auditor Report was available for review
- The Transfer Station vacancy has been posted. It has become very difficult to attract applicants for this position. The Town Administrator proposed reviewing the amount of money spent on: outsourcing mowing and maintenance of town properties, Highway Department Outside labor, and Transfer Station part-time attendant salary to determine if it would be feasible to hire a full-time employee to be shared by the Transfer Station and Highway Department and complete the listed tasks. Board members agree it may be time to research this type of change. The Board agrees there is ample work to be done during the spring, summer and fall. The Board would like additional information on what the position would do during the winter months. The Town Administrator was asked to continue working on a proposal to make this change.
- Road Agent Nick Coursey did not purchase a roadside mower at the equipment auction last week. The Highway Department will use a mower and operator from Dean Yeaton. The mower may be available for purchase at some point, at this time it will be a rental unit like in past years.
- Board of Selectmen Meeting Minutes for August 5, 2019 were made

available. After review Selectman George Bonfiglio made a motion to accept the minutes of the August 5, 2019 Board of Selectmen meeting. The motion was seconded by Selectman Ed Haskell. There was no discussion on the motion. The motion passed 3-0.

- The town of Rumney property liability insurance is provided by Primex of NH. A safety audit was conducted by Primex last month and a report was generated. The report was supplied to the Board for their review.
- Correspondence from George Sansoucy updating the Board on the utility tax rate litigation was made available.
- Letters regarding unlicensed junkyard violation were sent by certified mail following the Board meeting with Ken Knowlton, of MRI. A copy of an email from Steven Coursey to Ken Knowlton was made available to the Board for their review. There was no Board action needed at this time.
- There was a reminder that because the first Monday of September is Labor Day, the Board of Selectmen will meet on September 3, 2019.

8:30 PM Old Business

- Town Administrator Joe Chivell reported that ideas of a Town Office Building have been placed in a drawing. Chivell recalled a mention that a local resident may volunteer some time to assist with this project. Selectmen Ed Haskell and Bob Berti indicated that would be Charlie Buckley. They both commented on how good his work is. Chivell will contact Buckley and ask about his availability.
- Selectmen Bob Berti report that he, the Road Agent, the Fire Chief and Planning Board Clerk Judi Hall inspected several driveways last Friday. During their time together there was a discussion on way to update the Driveway Rules and improve the inspection process.
- EMS Study still needs to be reviewed during a regular meeting or have a work session scheduled. The Town Administrator will line up a time to review the report.
- Selectmen George Bonfiglio asked if there was a status on the Russell School Addition. There has not been a State Budget approved, so there appears to be no action taken by the School Board to date. All Board members were concerned about the school losing the safety grant and the lack of information coming from the School Board. There is a School Board meeting August 21st, some members may attend.

8:40 PM New Business

- The FY 2020 Budget process will be starting soon. The Town Administrator Joe Chivell asked the Board if there are any changes the Board would like to see in the process. There were no changes needed. Chivell asked if the Board objected to starting the process a couple weeks earlier than last year. The Board had no objection to that.

8:50 PM Selectman Ed Haskell made a motion to adjourn the meeting. The motion was seconded by Selectman George Bonfiglio. There was no discussion on the

motion. The motion passed 3-0.

Sincerely submitted,

Joe Chivell
Town Administrator
Rumney, NH

Upcoming Events:

Planning Board Meeting	August 27, 2019
Town Office Closed	September 2, 2019
Selectmen's Meeting	September 3, 2019
Fire Commissioner's Meeting	September 9, 2019
Planning Board Meeting	September 10, 2019
Selectmen Meeting	September 16, 2019