

APPROVED
MINUTES OF THE MILFORD BOARD OF SELECTMEN MEETING
November 12, 2019

PRESENT: Gary Daniels, Chairman Mark Bender, Town Administrator
Paul Dargie, Vice Chairman Tina Philbrick, Recording Secretary
Mike Putnam, Member - EXCUSED Tyler Berry, Videographer
Laura Dudziak, Member
Chris Labonte, Member

1. CALL TO ORDER, BOARD OF SELECTMEN INTRODUCTIONS & PUBLIC SPEAKING

INSTRUCTIONS: Chairman Daniels called the public meeting to order at 5:30 p.m., introduced Board members and then led the audience in the Pledge of Allegiance. Chairman Daniels indicated that those people in the audience who want to speak or add to the discussion should please use a microphone in order to be heard on the PEG Access live broadcast.

2. APPOINTMENTS: (Approximate times)

5:30 p.m. – Public Hearing – Open Space Conservation Easement – Chris Costantino

This is the first public hearing under RSA 41:14a to discuss and approve a Commitment Agreement between New Hampshire Fish & Game and the Town of Milford that will lead to establishing a Conservation Easement on a portion of the “BROX” Community Land as required by the previously approved Alteration of Terrain Permit Number 1313. This easement will set aside approximately 75 acres for conservation purposes, provide an additional buffer for sensitive resources and a wildlife corridor link to other conserved areas.

As required by the statute, both the Milford Planning Board and the Conservation Commission have reviewed and recommended the proposed action. The second required public hearing will be held at the next Board of Selectmen’s meeting on Monday, November 25, 2019. The Selectmen vote is scheduled for Monday, December 2, 2019. Chairman Daniels opened the public hearing for public comments and or discussion.

Mark Winestine, Milford resident, referenced the last meeting at which time the Board discussed making Phillips Way a two way street. He asked who made the request to look into Phillips Way. Chairman Daniels said this current discussion is about an easement on the BROX property. He would be happy to answer Marks question under public comments.

There were no other comments. Chairman Daniels closed the public hearing. Selectman Labonte asked if we received a price on what it would cost for the endowment. Administrator Bender said \$30,000 along with the survey for \$20,000 which will be covered by the ARM grant. Selectman Labonte asked where the \$30,000 will come from. Administrator Bender said it’s currently in the 2020 operating budget that will be discussed later tonight and on Saturday.

3. PUBLIC COMMENTS.

Mark Winestine, Milford resident, referenced the last meeting at which time the Board discussed making Phillips Way a two-way street. He asked who made the request to look into Phillips Way. The request was made at the September 23rd Board meeting by Selectman Dargie. Selectman Dargie will get additional information. Chairman Daniels said they sent their approval for the Traffic Safety Committee to review everything, including the cost estimate of \$45,375 and come back with a decision.

Mark said this topic has come up at least two other times that he remembers, and it was denied each time. Why is it being looked at again? Chairman Daniels said he didn’t know. There are at least 4 or 5 sets of minutes from the Traffic Safety Committee about Phillips Way. Chairman Daniels said they have a different Board and doesn’t know why the request keeps coming to them. Mark asked who requested this to be looked into again. Selectman Dargie said he didn’t remember but he would try to find the information.

Mark said when the Ledgewood plan was originally approved; one of the conditions for approval was that Phillips Way be a one-way street. Why is it now being considered to be changed to a two-way street? Chairman Daniels understands what Mark is talking about but there are residents that continually come back to get things changed even after it’s not been approved. We try to do an analysis of the changes if any in that area. We opened Phillips Way up to a two-way when some work was being done up there and someone may have thought that it worked out fine for that purpose, why not have it permanent. This request came from Adrienne Schelberg on September 23rd. Mark said it may be a legal matter the road went in as one-way as a condition of Ledgewood is it legally appropriate for the town to change it? Chairman Daniels said that is something that the Traffic Safety Committee should take up. The Town Administrator pointed out that there was also a second letter from Lorraine Marchildon. He told Mark that he was welcome to attend the Traffic Safety Meeting on Wednesday, November 20th in the Milford Police Department Community Room at 4:00.

APPROVED MINUTES OF BOARD OF SELECTMEN MEETING – 11/12/2019

4. DECISIONS.

a) **CONSENT CALENDAR.** Chairman Daniels asked if there were any items to be removed from the consent calendar. There were no items to be removed. **Selectmen Putnam made a motion to accept the consent calendar. Selectman Dudziak seconded. All were in favor. The motion passed 5/0.**

1) Request for Acceptance and Appropriation of Unanticipated Revenues Under \$10,000 (31:95(b))

- Donation to the Labor Day Parade from Leighton A. White - \$ 200.00
- Donation to the Labor Day Parade from Teddys Barber Shop - \$ 50.00
- State of NH Grant (Homeland Security) for one Police Officer to attend Active Attack Integrated Response Training - \$551.37
- State of NH Grant (Homeland Security) for Fire Employees to attend EMS Warm Zone Exercise - \$1,142.08
- State of NH Grant (Homeland Security) for Ambulance Employees to attend Active Attack Integrated Response Training - \$1,125.03

2) Request for Approval for the Lions Club to put Holiday Decorations on the Oval, November 30th and Host Santa on the Oval, December 8th.

3) Request for Approval of one Gravel Tax Levy, Map 50 Lot 4-4, 462 Mason Road

4) Request for Approval to Appoint Dennis Haerinck as Deputy Forest Fire Warden

5) Request for Approval of 2019 Property Tax Warrant

b) OTHER DECISIONS.

1) Board of Selectmen's Meeting Schedule Change for December

The Board of Selectmen will be adding two meetings to the December calendar, and deleting one meeting in December.

ADDED Monday, December 2, 2019 (primarily to make a decision on the Open Space Easement)

REGULAR Monday, December 9, 2019

ADDED Monday, December 16, 2019 (to accommodate the CTA Report for Dispatch)

REGULAR Monday, December 23, 2019

CANCELLED Monday, December 30, 2019 – 5th Monday Forum

Selectmen Putnam made a motion to accept the changes as presented. Selectman Dudziak seconded. All were in favor. The motion passed 5/0.

5. TOWN STATUS REPORT – Administrator Bender

a. MPD Body Cam Update –

In summary, this was initially discussed about two years ago and Selectman Dargie requested an update so that the Selectman could consider a 2020 warrant article. Chief Viola, Milford PD reached out to the Hollis Police Chief and he is pleased with the contract and service they receive from Axon Enterprise (Formerly Taser) with their body cameras and Axon is a company Chief Viola works with currently for Taser equipment. They also looked at the Goffstown and Weare Police Departments.

Captain Shawn Pelletier said that Axon is a reputable body camera company; we've worked with them before. We went with 27 cameras which is the number of officers that we have. When not in use they are plugged into a port and it downloads the information to the cloud storage system. The estimate that we received was for a five year lease plan which includes warranties and replacement of equipment if they are damaged or if upgrades become available. They would need to re-up with new body cameras every two and a half years because the lithium batteries die off. The estimate and service charges received are as follows: Please remember this is an estimate only and prices and terms are subject to change

- The purchase of 27 body cameras (27 Officers get their own) **\$13,473.00**
- 6 Evidence.com docking stations. Evidence.com is a digital storage based company that would store and hold our videos. Each Bay holds 3 cameras **\$ 4,485.00**
- 6 docking stations replacement plan **\$ 1,008.00**
- Evidence.com Pro for 2 users (video redaction ability) **\$ 936.00**
- Evidence.com storage for 27 cameras (unlimited) **\$ 7,776.00**
- Replacement Plan for 27 cameras (full warranty) **\$ 6,480.00**
- Basic License for 25 cameras (Officers can view their own videos) **\$ 4,500.00**
- Axon starter program (on line training/ year one only) **\$1,000.00**
- Year one total payment (Promotional Discount -**\$ 13,000**) **\$ 26,658.00**
- Year two and the following three years payment annually **\$ 20,700.00**
- Total cost for a five year plan with shipping and handling is estimated at **\$ 109,459.00**

APPROVED MINUTES OF BOARD OF SELECTMEN MEETING – 11/12/2019

Selectman Dargie asked if Hollis has the same system as this one and do they like it. Captain Pelletier said yes to both questions. Chief Viola said that the Hollis Police Department has no problems with the body cams. The Hollis Police Chief feels it's a benefit for his department.

Chief Viola said he doesn't have a problem with cameras; they do a lot of good. In reference to Milford PD, financially he doesn't think it's the best way to go at this time. Any complaint we get, we look into. We have an intake file that Captain Pelletier maintains. If someone comes in to make a complaint against an officer, they don't have to give their name and we still document it and look into it. We write a narrative on what was discovered. If we find there is a policy violation, it goes in to an IA and we sustain or not sustain the allegations.

We had ten intakes in 2016, four in 2017, two in 2018 and we are at six for 2019. Most of it is someone calling and saying they have a problem with someone. We had six internal affairs in 2016, ten in 2017, twelve in 2018 and we are at eight for 2019. Internal affairs is more than just citizen complaints. It also encompasses someone not showing up for a detail, someone late for a briefing, etc. A majority of the internal affairs investigations sustain policy violations or supervisor disciplines. He thinks we have a lot of other things at this time that we are trying to focus on, mainly getting communications up. He would much rather see any funding that we have go to fixing that problem and maybe look at this at a later time if we feel it's needed, if that's what the Board would like to do. It's a good program but he doesn't think we need to spend the money on this now.

Chairman Daniels asked if the docking stations have a warranty on them. Captain Pelletier said yes if you go with the five year warranty plan, but it's leased. If it breaks, we send it back and they send us a new one. We get new cameras every 2.5 years. Chairman Daniels clarified that we are paying for new cameras every two years. Chief Viola said if we were going to buy it straight out it would be \$77,018, but you would still have to look into the warranties and other things.

Selectman Dargie thanked them for providing all the information. Administrator Bender asked if they wanted to do a warrant article for this. Selectman Dargie said he's in favor of this but he understands the Chief's point about the cost so he would be willing to wait for now. There will be that one incident that pays for the thing forever. Chief Viola agrees but he thinks the state should look at the policy as a whole. When you have to ask permission to record when you go into someone's residence, you still run into some issues as well.

Selectman Putnam said everyone has a phone, they will take pictures of incidents all the time and it will get to us eventually. Selectman Labonte asked if they've ever looked into dash cameras. Captain Pelletier said Axon has dash cams as well and they work with the body cameras, it cost a lot more. Chief Viola said his last department used dash cams and body cameras and they do help. Chairman Daniels said he agrees there may be some benefit to this but with the focus we put on communications, he would rather not jeopardize losing the efforts that we are putting forward with communication because we are putting so much on the warrant that people will just say no. Chairman Daniels asked how much do these prices fluctuate over time. Captain Pelletier said he wasn't sure, but every year they seem to go up.

b. 2020 Operating Budget 32:00

Administrator Bender gave a brief overview of the proposed 2020 operating budget: The proposed 2020 operating budget is \$15,410,726 which is an increase of \$646,553 or 4.4%. One significant increase is Employee Benefits – Health Insurance which is \$187,100 – Health Trust increased by 18.8% and the Teamsters increased by 6%. Insurance has been sent out for bid and we expect results soon. If we hear something before Saturday, we can discuss it at the BOS/BAC joint meeting on Saturday.

6. DISCUSSIONS:

a. MACC Base 2020 Budget –

Chairman Daniels has some concerns. There has been a significant surplus for a number of years. They are looking at a 3.48% increase going forward which is \$25,680. He doesn't understand why we have increases like this when we have surpluses that exceed this. We recently received over \$200,000 over a past number of years. He is also questioning increases which include wage adjustments voted on in September. The first line supervisor is getting a 2% increase, three or four full-time people are getting 4.9% increase. Part-time employees are getting a 3.8% increase. These adjustments took effect on September 25th. All together this totals about \$4,000. The 2020 budget has a line item of \$4,800 for longevity pay which is also new this year. The pay is \$100 for each year that a full-time person has been there. This was given out in 2018 also, but there was no line item in the budget. He feels that this came out of monies that should have gone back to the Towns. There is \$7,250 in the MACC Base budget for an audit and it will be for an on-going basis.

APPROVED MINUTES OF BOARD OF SELECTMEN MEETING – 11/12/2019

Chairman Daniels main concern is the wage adjustment that occurred in September 25th and the longevity pay being distributed on December 1st. This is an additional amount on top of what people were given mid-year and they will also get a 2% increase January 1, 2020. Their argument for the increases was to maintain people but he thinks it excessive. The next Board meeting is on November 25th and he would like this discussed so that we can have our representative relay our thoughts at the next MACC Base meeting.

Administrator Bender said they looked at the MACC Base surpluses for the past two years when putting expenses together for the 2020 operating budget for the Town. Captain Fry said they are looking at a six figure surplus from MACC Base for 2019. This will be three consecutive years of a surplus from MACC Base of \$100,000+. Administrator Bender said he built in a \$60,000 reduction to the budget for MACC Base to project what the budget should be. It doesn't make sense to be budgeting year after year increases to a budget that we underspend. Rather than basing the budget on the prior years' operating budget, he thinks it should be based somewhat on what their actual expenses have been for the past three years. When we get MACC Base's budget, we will have to adjust that number.

Chairman Daniels said there was a comment made during those discussions that they do their budgeting as zero based budgeting and not just taking the previous budget and adding to it. Selectman Labonte said he attended those meetings and some of the discussions higher health insurance and \$50,000 in emergency repairs. If you have an employee that doesn't take the health insurance and you don't spend the \$50,000 for emergency fund, wouldn't it be easier to fathom how you come up with \$100,000 at the end of the year. Selectman Putnam said yes and they only have one shot to come and get money. We want to make sure they get what they need for the year and then we get back any excess at the end of the year.

Selectman Labonte asked if we took the money out, and they experience a problem, what process will they have to go through to go back to member towns for additional money. Chairman Daniels said they would have to have special meetings in each town. Historically there have been surplus left over. Selectman Labonte clarified that the new equipment line item use to be \$50,000 then it got changed to a \$1.00. It's apparent at some point that we stopped repairing and upgrading at MACC Base. He's more concerned if the surplus didn't come back. He asked if the money that comes back from the surplus goes back to the taxpayers. Chairman Daniels said it usually goes back into the general fund. Most people would prefer that we don't take the money from them if we don't need it. Selectman Labonte said if a department in the town that overruns their budget, you can slide money from one department to another. MACC Base can't do that.

Selectman Dargie said he doesn't have a problem with MACC Base having a cushion. Last year MACC Base budgeted \$50,000 in the Repair/Emergency Replacement line item and this year they only budgeted \$40,000. They may not spend that money and have a \$40,000 surplus at the end of the year. They need to have money available if something happens. As long as their surplus gets returned every year, he doesn't have a problem with that. As far as the percent increases, he doesn't know enough about the individual positions as to whether the increases are appropriate or not.

Chairman Daniels said he doesn't like mid-year increases, and he doesn't like things being added in when they are not budgeted. The increases are anywhere from 4% to 7%. Selectman Dargie said somethings build up over a length of time. You may have been giving out 2% or 1% but it should have been 3%, sometimes you have to adjust them to get things back on track. Chairman Daniels said our employees haven't been getting those larger increases.

Jason Johnson, MACC Base Director said in regards to the 4% to 7% increases, you're not taking into consideration that there are some part-time people who got less than that. Chairman Daniels said he is talking about the supervisor and three full-time people. Jason said as far as the longevity pay, it was voted on in 2018 and the 2019 budget had already been prepared. It was done by the Board of Governors, it was not something that he brought to them. They saw historically that there was enough build in on the wage side so we could cover it, which was why it wasn't added to the 2019 budget, and is now in the 2020 budget. As far as surplus, he has one employee not taking the family plan for insurance but he has to budget for that family plan for all twelve months. Something can happen at any time where he may need to go on that insurance. That is \$28,000 of the surplus that you will get back. You also get back the Repair/Emergency Replacement line item if it isn't spent. These items total \$68,000. We run the budget as lean as we can.

Administrator Bender said we budget health insurance also and we don't budget a family plan for everyone just because someone could potentially take it. Jason said he doesn't budget a family plan for everyone. He budgets for the people who are taking a family plan and those who are qualified to take a family plan. Administrator Bender clarified that they have one employee who is not taking the insurance but is qualified for a family plan. Jason said yes.

APPROVED MINUTES OF BOARD OF SELECTMEN MEETING – 11/12/2019

Administrator Bender said a lot of the big differences that he's seen in the MACC Base budget versus actuals have been in the total payroll, wages and salaries. They are consistently under budget by between \$30,000 to \$50,000 per year. Jason said it's because we budget for every full-timer to use all of their vacation and sick time and frequently they don't use it. We have to budget to pay that person to be not be there and we have to budget for someone else to be there either on overtime or part-time to cover the hours.

Selectman Labonte asked Jason where his staff stands in regards to other dispatch centers. They did a wage study and they were under on the pay scale, which is why that the wage corrections took place on September 25th. We brought us up to the minimum levels.

Selectman Dargie said if in total the wages are running low, based on experience, you should cut your budgeting to match reality a little closer. Chairman Daniels said there hasn't been a lot of negative discussion about the Repair/Emergency Replacement Line being lowered to \$40,000. It was also done with the understanding that it's necessary to get us through until we get a final resolution with what will happen with communications. Something needs to be there to make sure if something breaks down it can be repaired. He still feels that it's high. He would like to see it compatible to the 2019 budget.

Jason said nearly 1% of the increase is the audit line. We are spending 1% of the 2019 budget for the 2018 audit that's already begun. Captain Frye said there is also another \$12,000 in surplus that we haven't divided up amongst the towns yet. That's another question that will need to be answered as soon as the audit gets done. They are trying to expedite it quickly to see if it's more or less. Captain Frye will present it to the Board with a recommendation to put the money towards the audit.

Selectman Dargie feels that the payroll numbers are not that out of line so he is going to withdraw what he just said. Administrator Bender said for the past three years, 2018 was \$395,000, 2017 was \$396,000, 2016 was \$395,000 and in 2020 they are budgeting \$461,000. That's a \$65,000 increase from the last three years actuals. Chairman Daniels said he tracked payroll versus actual from 2013. In 2013 there was \$18,233 more spent than what was budgeted. In 2014 there was a \$4,367 surplus. In 2015 it went up to \$16,849. In 2016 it went up to \$19,886. In 2017 it was \$32,674. In 2018 it was \$43,740. The difference from the actual and budget has continually grown over the last six years. He would expect the budgeting to be closer to the actuals.

Selectman Labonte asked how consistent has the MACC Base staffing been. Jason said that is a part of it and it factors into the part-time and over-time. As time goes on, if we have an employee who stays, their vacation times goes up every five years. All this gets factored in.

Chairman Daniels asked the Board where they want the budget to be, going into the next budget meeting on November 21st. Jason clarified that Administrator Bender lowered the 2020 MACC Base budget by \$60,000. Administrator Bender said yes because he didn't have a number from them yet. He based it on the surplus for the past three years and what he understands the surplus will be for 2019. Selectman Labonte said they discovered a deficiency with the accounting and he doesn't know how strongly he would side on planning for that until we get the results back.

Captain Frye said the 2018 audit is being done quickly. We won't know what it will be for 2019 until 2020. Administrator Bender said you could tell there was a surplus by looking at the balance sheet. Captain Frye said if you look at the budget, there is \$295,000 left with two months left in the year. Selectman Dargie asked when we get money if it's left over from MACC Base. Captain Frye said June 30th. Chairman Daniels asked how it is forecasted in our budget. Administrator Bender said we don't budget a surplus from MACC Base. It would be like admitting that their budget is wrong. Selectman Dargie said if you always get a surplus it would be appropriate to budget it. Administrator Bender said we don't always get one. Selectman Dargie said in terms of lowering it he would rather leave the budget higher and forecast a higher return later as revenue.

Selectman Labonte asked how we've budgeted in our town budget versus the MACC Base budget. What we budget in our town budget never matches what they have. Administrator Bender said it usually does. MACC Base's budget is due by December 1st, after it's approved by the Board of Governors, and upon direction of this Board, we adjust for that number.

Jason asked Administrator Bender when he reduced the MACC Base budget by \$60,000 in the town's budget. Administrator Bender said last month. Jason replied, was it done when his Board was working on his budget. Administrator Bender said it didn't have anything to do with what his Board was doing. This is his thought process on what should happen with the MACC Base budget. When we get an actual budget from MACC Base we will adjust that. With a

APPROVED MINUTES OF BOARD OF SELECTMEN MEETING – 11/12/2019

surplus for the past two years and a known surplus for 2019 it made perfect logic to reduce the MACC Base budget. It may not happen, but that was his thought process.

Selectman Labonte made a motion to leave the MACC Base budget as presented by the MACC Base Director as is. Selectman Dargie seconded. The motion passed 3/2 with Chairman Daniels and Selectman Dudziak opposed.

Selectman Dargie thinks we should forecast a surplus as forecasted revenue for \$60,000. Administrator Bender replied, then we are admitting that the MACC Base budget is over stated by \$60,000 and you want to recover that in revenue.

Selectman Dargie made a motion forecast \$60,000 in anticipated revenue into the town budget. Selectman Labonte asked what the difference was in anticipated and unanticipated revenue. Chairman Daniels said in this case, if you are anticipating a \$60,000 surplus you are telling people that we are going to tax you \$60,000 more than we really think we need to. Selectman Dargie corrected Chairman Daniels by saying by forecasting it; we don't tax people on it. Chairman Daniels said the MACC Base budget would be taxing people \$60,000 that they expect is going to go back to the town. Why are you taking it from the tax payers to begin with? Unanticipated revenue is if you have something and at the end of the year there is something left over, then that was unanticipated because you expected to spend it all but you didn't.

Selectman Dargie said when you forecast the tax rate implications of the budget you have your expenses and your anticipated revenues. The tax rate implication is less. At the end of the day it doesn't matter, when you get to next Fall, it's whatever happened. Selectman Labonte asked if we forecast anticipated revenue from the Gravel Operation. Chairman Daniels said that's a little different. At this point there was more of the same discussion about anticipated and non-anticipated revenue. Selectman Labonte said if you cut their budget short, how do you make up the short fall. Selectman Dargie said it's just recognizing that there is a cushion there and they won't spend their entire budget. Chairman Daniels said if you don't have that \$60,000 now you have a \$60,000 hole because you are anticipating that revenue coming in. If it doesn't come in you have a \$60,000 hole because you anticipated that revenue into your expense budget.

Chief Viola clarified that if they approve the MACC Budget it would include the longevity, wage adjustment and the percentage. Selectman Dargie said we have a vote in the Board of Governors, but they make the decision as to how they allocate the money. Chairman Daniels said we can give direction to our representative if there is some part of the budget that we don't feel is appropriate. Chief Viola replied, based on what Selectman Labonte said, if we are going to do that, you may want to look at what wages are in his department and other departments, there may need to adjustments everywhere. Not everyone should be paid the same but if we are the main resource of a company then we should look at the way we do our employees and it should be across the board. If we are looking at longevity, wage adjustment and the percentage, shouldn't we be looking at it for all the employees? Employees are going to look at this and say, "are we not valued enough".

Selectman Labonte said he isn't a fan of salary surveys but you don't have open positions that you can't fill. Chief Viola said he had open positions for three years. Selectman Labonte said this is the first he's heard of it. Chief Viola said he talks about it every year. He also has to put attrition and encumbrances into his budget. Jason said as far as the 2020 budget goes, there is only a 2% merit raise built in from 2019 to 2020 based on input back from his Board of Governors. Chairman Daniels said the 2% wasn't the problem. The problem was the adjustments during the year and longevity pay.

A motion was made and seconded to forecast \$60,000 in anticipated revenue into the town budget. The motion passed 3/2 with Chairman Daniels and Selectman Dudziak opposed.

Chairman Daniels asked if there was anything specific in the MACC Base budget that the Board wanted to change. Do they want to keep everything as it is or make adjustments? Selectman Dargie said he was looking at the bottom line but he's open to tweaking things if needed. Chairman Daniels said the adjustments made on longevity last year was also about \$4,000. Selectman Dargie clarified that when that was done, our representative was at the meeting and he voted on it. Selectman Putnam, who was the representative last year, said he didn't remember. Administrator Bender asked Jason if he had minutes on that. Jason said he would check.

Chairman Daniels said if you start working with one group who is getting sizeable increases there will be someone else that says it isn't fair. The more money we put in the budget, the harder it will be to get a warrant article passed for communications. The more money, the less people will vote on it. Communications should be first and foremost. Selectman Labonte said adjusting pay in our 2020 budget has already been done. Chairman Daniels said it may have been proposed but not set in stone. Chairman Daniels asked if we should give longevity pay for everyone who's been here a long time. Selectman Labonte said it doesn't matter if it's called longevity or stipend pay it already exists. Selectman

APPROVED MINUTES OF BOARD OF SELECTMEN MEETING – 11/12/2019

Putnam mentioned that a couple of years ago, the Town Administrator was given an additional \$5,000, mid-season. Administrator Benders said yes, it was discussed in non-public, and he wasn't in the room for that conversation. Chairman Daniels said we will go forward with what's been proposed.

7. PUBLIC COMMENTS: There were no public comments at this time.

8. SELECTMEN'S REPORTS/DISCUSSIONS.

a. FROM PROJECTS, SPECIAL BOARDS, COMMISSIONS & COMMITTEES.

b. OTHER ITEMS (that are not on the agenda).

9. APPROVAL OF FINAL MINUTES. Selectman Putnam moved to approve the minutes of October 23, 2019 (Special meeting) as presented. Seconded by Selectman Dargie. All were in favor. The motion passed 5/0. Selectman Dargie moved to approve the minutes of October 28, 2019 as presented. Seconded by Selectman Dudziak. All were in favor. The motion passed 4/0/1 with Selectman Putnam abstaining.

10. INFORMATION ITEMS REQUIRING NO DECISIONS.

a) Treasurer's Report – June 2019

11. NOTICES. Notices were read. Selectman Labonte questioned trucks coming in early on Perry Road for the Gravel Operation. Administrator Bender said he will look into it.

12. NON-PUBLIC SESSION. Selectman Putnam made a motion to enter into a non-public meeting in for approval of non-public minutes in accordance with (RSA 91-A:3,II (a)) Personnel. Seconded by Selectman Dudziak. All were in favor. The motion passed by roll call vote 5/0.

13. ADJOURNMENT: Selectman Putnam moved to adjourn at 7:10. Selectman Dargie seconded. All were in favor. The motion passed 5/0.

Gary Daniels, Chairman

Laura Dudziak, Member

Paul Dargie, Vice Chairman

Chris Labonte, Member

Mike Putnam, Member