

TOWN OF WENTWORTH NEW HAMPSHIRE  
OFFICE OF THE SELECTMEN  
Minutes of Budget Workshop, February 1, 2014

Present: Francis Muzzey, Steve Davis and Catherine Stover

Also Present: Kenyon Karl (recording the meeting)

Francis motioned to open the Budget Workshop at 9 am, seconded by Steve and approved.

Selectmen discussed budget line items.

Francis and Steve discussed the needed amounts of salt and sand for the upcoming year. The Road agent had previously requested \$20,000 for the sand and \$6,000 for the salt. The Board discussed and agreed to reduce the budgeted amount to \$15,000 for sand and \$4,000 for salt.

Other line items discussed included:

- Costs associated with the Town Hall floor refinishing, to come from the Capital Reserve.
- Adjusting the amount for the Town office Heating Oil and phones.
- Road Sealant, no budget for the upcoming year.
- The need to budget for the repair of Beech Hill Road.
- Budgeting Broadband services for the Highway Department (Francis is not in favor).
- Carrying over the same amounts as last year to be transferred into the Capital Reserves.
- Increasing the budget amount for MSW/trash.

Steve motioned to close the meeting at 9:35 am, seconded by Francis and approved.

Respectfully submitted by Catherine Stover

Minutes accepted by

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TOWN OF WENTWORTH NEW HAMPSHIRE  
OFFICE OF THE SELECTMEN  
Minutes of Budget Meeting of February 04, 2014  
Minutes of Selectmen's Meeting of February 04, 2014

Present: Randy Morrison, Francis Muzzey, Steve Davis and Catherine Stover

Also Present: Ellie Murray, Sharon Sanborn, Helen Ray, Nance Masterson, Kim Giles, Craig Pasco, Palmer Koelb, Kevin Kay and Kenyon Karl (recording the meeting)

Francis motioned to open the Selectmen's Meeting at 5:00 pm. Francis motioned to open Budget Hearing at 5:00 pm, seconded by Steve and approved. Steve stated that the Warrant Articles will be based tonight's meeting and we will have another meeting in 2 weeks.

Selectmen discussed the increase in budget for Moderator expenses. Steve stated there will be 4 elections this year vs. 1 last year. Under the Financial Administration office equipment, the Board discussed the costs in 2013 reflect the purchase of a new copier and server. Francis also noted that there is an increase with Mainstay this year, as they are now charging a flat fee for unlimited labor services rather than charging for work by the hour. The overall Financial administration costs are down this year by 9%.

The Board discussed the Town Clerk/Tax Collector Budget. There is no budgeted amount for a Deputy, (currently is Donna King). There are monies budgeted for a Tax Clerk Assistant.

Selectmen discussed the decrease in the Medical/Life Ins expenses, which are down from last year's budget (\$21,000) to \$10,520 this year. This decrease is due to the fact that our Town Clerk/Tax Collector has opted not to use Town Medical insurance.

The Board discussed the Assessing budget. Last year, due to very few changes, the maps were not updated. It is anticipated that the maps will be updated in 2014. Francis stated that because the monies were not spent last year, the monies needed for the map updates this year should be taken from the Unreserved Fund Balance, which should be reflected in Warrant Article #3 for the Operating Budget.

The Board discussed the Planning Board budget, which includes Planning Board expenses of \$100, \$2,600 for the Hazard Mitigation Plan, and \$5,000 for the Emergency Operation Plan. Francis stated that because these monies are refunded to the town through grants, it is a wash.

Randy joined meeting at 5:20 pm.

Selectmen discussed the Town Hall Building budget, including the refinishing of the Town Hall floors which is to be done this year. Francis stated the monies will come from the Capital Reserve, which is expendable, and as such, the monies need not be included in the budget.

The Board discussed the fact that the Historical Society is not requesting any funds this year, and appreciate that they are not asking for monies when not needed.

The Police Department budget has not changed much this year.

The Ambulance service fees for 2014 are expected to be the same as last year, \$19,500.

The Fire Department budget is down this year due to the purchase of the new Fire truck which was budgeted last year. Selectmen stated that \$185,000 was withdrawn from the Capital Reserve, and \$4,000 from the general funds.

The Board discussed the repair of Beech Hill Road. Randy stated this project has been on the to do list for quite some time. Randy described the location, and Francis stated that we have not yet obtained any quotes. Randy felt that \$40,000, the amount budgeted, would be sufficient and stated that the town can do much of the work themselves. The Board discussed whether the capital reserve for paving could be used. Francis stated we will need a Warrant Article included at the Town Meeting.

Selectmen discussed having Broadband services at the Highway Department garage. Steve stated that the Board had previously authorized for the Highway Department to have internet services, as it was requested by the Road Agent for the purposes of checking on weather, price checking, paperwork etc. Steve stated that the Board had a disagreement on this during the Budget Workshop held on Saturday, and Steve wanted to discuss it further. Randy stated that they have already voted on it. Steve asked if he was committed to that, and Randy stated that he was. Francis stated he is opposed to it and prefers the Highway Department be on the roads and not spending time on the computer. Steve asked for input from the audience. Ellie stated she felt it was needed that she felt they needed it to be in touch with people. Francis said it was not for that, it was for checking the weather. Randy stated they order stuff online as well. Steve reiterated that the Board of Selectmen approved it.

The Board discussed the Highway Department budgeted amount of \$11,000 related to the Backhoe. \$10,000 of this budget is for the purchase of a wrist for the Backhoe, and Francis explained the purpose of the wrist. After some discussion, the Board agreed to leave the purchase of a wrist in the budget.

The Board discussed the Transfer Station budget figures. Of the \$25,932.92 in expenses incurred in 2013 for MSW, \$12,557 of the expenses were for the clean-up of a Town deeded property.

Francis discussed the Health Agencies/Organizations requesting support. Bridge House is new this year in requesting assistance, and will have its own Warrant Article. Kim Giles was in attendance from Gensis.

Parks and Rec budget. There is a slight increase in mowing.

Library Budget. Nance Masterson addressed the Board regarding the water leakage and moisture problem at the library. They have only been able to get one quote for the repair of the problem. Steve inquired about the location of the leak, and the remedy. Nance described the problem as rainwater coming inside along the foundation. The boiler is located under the front porch area along with the oil tank, water pump, and the electrical panel box. The water has rotted out the oil tank. The roof was previously coat, re-cementing on the outside wall, and the chimney has been capped, but the water issues have persisted.

Francis motioned to close the Budget Hearing at 6:12 pm, seconded by Randy and approved.

Steve motioned to go into the regular Selectmen's Meeting, seconded by Francis at 6:12 pm, and approved.

Attendees present at the Selectmen's Meeting:

Randy Morrison, Steve Davis, Francis Muzzey, Catherine Stover, Ellie Murray, Craig Pasco, Bernie Waugh, Chief Kevin Kay and Kenyon Karl (recording the meeting)

The Board reviewed and signed payroll and vendor payments.

Board reviewed a signed petition to be placed on the Warrant at Town Meeting for the purposes of discontinuing a Class VI road that runs through properties located by Buffalo Road and Turner Road. The Board also reviewed and approved a drafted notice that will be sent to the abutters of the referenced road. Randy and Francis discussed walking the road together to identify the layout on a map. They agreed to meet Sunday afternoon, Feb. 9.

Chief Kay gave a Police Department status update. He has received a 2014 agreement from the Upper Valley Humane Society, which he presented to the Board for review and signature. Chief Kay stated that the

Humane Society will no longer be billing by the hour, but rather a flat rate for services. Steve motioned to have the Chairman sign the agreement on behalf of the board, seconded by Francis. Randy signed the agreement.

Chief Kay discussed with the Board the budgeted amount for the animal control services. Francis stated the budgeted amount of \$1200 was based on last year's expenditures. He asked Chief Kay if they had discussed it with him, and Chief Kay said no, it was overlooked at the Budget Workshop meeting. Chief Kay said he may be a bit close. Chief stated at personnel wise, Officer Hill has accepted a full time interim Chief's job in Bridgewater, and chances are that we will be losing him. Officer Miller is out on medical leave, with a shoulder injury, and the Town of Hebron is looking for a part-time officer, which Chief Kay is probably going to inquire about. Chief Kay stated that we cannot continue to be the lowest paying people and have staff. Chief Kay stated that Drug Take Back Day is April 26 from 10-2 pm. They are looking to see if they can staff the event at the Transfer Station.

Steve stated that the next item to discuss was the Highway Department truck being taken to Alexandria. He stated that the Board previously agreed to allow the Road Agent to do so, and the decision has been challenged, and he would like feedback. Steve asked the Board (Randy) if he were affirming his vote or rescinding the vote. Randy stated he would like to rescind his decision, as he has had 4 or 5 complaints about it. Francis stated he has had 2 complaints. Randy stated he would rather pay him an extra hour to come in and get ready than to take the truck home. Randy stated the fuel expense, the liability of him traveling there and back with the truck is too far. Francis stated that if it were one mile down the road, he might feel different, but it is 21 miles, and its too far to go to be taking a loaded truck with plow and gas consumption of 10-12 miles per gallon. Steve said to let it be shown that the motion has been made by Francis and seconded by Randy. Chief Kay asked the Board if they had asked the Road Agent about it. Randy stated that he had told them he has taken it home 2 times, one for repairs that were going to be done, and one for a storm. Steve asked the Board if they should, before they make it final, talk to the Road Agent first. Randy said yes, they could. Francis said no, he didn't think talking would be any different because its policy, and this was not a reprimand of him at all because they had given him permission. Steve asked if they could remove or rescind the decision until after the storm. Francis said no, effective immediately after the storm, on Monday, February 10. Francis stated that on a booklet, it was requested that any complaints made be in writing. Francis stated that if he receives any complaints, the person's name will remain anonymous. He stated that he values their complaints, and does not wish divulge that information. Steve stated he will try to talk to John, and for the record he abstains.

Bernie Waugh was in attendance discussed 2013 Municipal law updates, discussed some recent rulings on statutes and cases.

Motion by Randy at 7:20 pm, to go into a Non-Public Meeting per RSA 91-A:3, II(a) – Dismissal, promotion or compensation of any public employees or the disciplining of such employee, or the investigation of any charges against him, unless the employee affected (1) has a right to a meeting and (2) requests that the meeting be open, in which case the request shall be granted, seconded by Steve and approved. The Board discussed a request for payment of benefits. No decisions were made. Francis motioned to come out of the Non-Pubic Meeting at 7:30 pm, seconded by Steve and approved.

Motion by Steve to close the meeting at 7:30 pm, seconded by Francis and approved.

Respectfully submitted by Catherine Stover

Minutes accepted by

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TOWN OF WENTWORTH NEW HAMPSHIRE  
OFFICE OF THE SELECTMEN  
Minutes of Selectmen's Meeting of February 11, 2014

Present: Francis Muzzey, Steve Davis and Catherine Stover

Also Present: Ellie Murray, Craig Pasco, Paul Hatch, Peter Holden, Palmer Koelb, Kevin Kay and Kenyon Karl (recording the meeting)

Francis motioned to open the Selectmen's Meeting at 6:02 pm, seconded by Steve and approved.

The Board discussed the budget hearing, and asked the 2 attendees (Palmer and Ellie) if they minded if the Budget Hearing be at the end of tonight's meeting. Both Palmer and Ellie said that would be fine.

Steve discussed the agenda item regarding the need to update the Town Policy book. Francis suggested that they use and adopt the policy book revised a few years ago by Gardner Fullton and Waugh, and then modify it on a stage by stage level, that way we have something to start with. Steve agreed and stated he would like as a goal to review, modify and adopt at least one policy a month. Francis made a motion, seconded by Steve and approved that they begin with updating one policy a month, and to complete the policy book within the year. Steve requested to make it part of the new business on the agenda each month.

Francis asked Steve whether he has spoken to the Highway Department about taking the truck to Alexandria. Steve said he has spoken to John, and John stated he has no problem with not taking the truck to Alexandria, as he has only taken it once to Alexandria. Francis said yes, and everyone saw it.

Chief Kay gave a status update of the Police Department. He said he has finished giving the Administrative Assistant year end documents for the town report. He is busy trying to fill the schedule, which is the biggest challenge at the moment. Steve asked, without disclosing, if they were able to meet expectations, and Chief Kay said no due to manpower. He said Officer Miller is out and should be back next week. He stated he will need to speak with Officer Hill, to discuss his commitments to supporting Bridgewater and have to see if what he can continue on with support to Wentworth as well. Officer Hutchins has been pulled away by PSU frequently, Chief Kay said he is currently injured, a strained a rib. Steve inquired about Sgt. Pivirotto, whether he was interested in coming back. Chief Kay said no.

Steve and Francis discussed the Town Bridge meeting which has been scheduled by Mark Richardson of DOT in Concord on February 21. The Board read an email from Mark stating that the meeting is to be a Non-Public working meeting. Francis feels it should not be a Non-Public meeting. Steve feels should it should be. Francis stated that no decisions are to be made. Francis asked Kenyon if he would come to record the meeting, Kenyon stated he would do so. Steve made a motion that it be noted that Kenyon be allowed to attend and video the meeting, seconded by Francis and approved. Francis told Kenyon that he would not be able to speak at the meeting.

The Board discussed office purchases from Quill. Francis stated he was signing the Quill check with reservation, as he felt their fees were hideous. Steve agreed and asked me to come up with a company besides Quill. A discussion followed regarding the lack of the office having charge accounts with different companies such as Office Max and Staples. Steve made a motion to authorize the office to use the existing debit card for office supply purchases. Francis stated he would authorize the use of the debit card, but said he would require they see the use of the debit card prior to the expenditure. Steve asked that I look into whether using our debit card will save money.

Peter Holden was in attendance. Steve asked if Peter would like to do down to the meeting regarding the Bridge with the State. Peter said he would go. Francis asked Steve if he would be able to give input, and Steve stated yes. Peter presented pictures and cost estimates of possible scenarios for repair of the

Bridge. Some of the options discussed were: cars and pedestrian, primarily pedestrian, heavy trucks and pedestrian, pedestrian only, covered bridge, covered bridge facade. Peter stated that the problem with repairing just the sidewalk is that the sidewalk is fairly rotted. The Board stated they will talk more about the bridge after the meeting with the State.

Peter also presented information regarding the restoration of Frescoln Bridge. He included the State DOT's preliminary Estimate in the amount of \$770,000.00, of which the State would reimburse the Town 80% of (\$616,000) and the estimated Town's 20% would be \$154,000.

Paul Hatch, a Field Representative from the NH DOS was in attendance. Paul brought the Grant Agreement for the Emergency Operation Plan update which will be done this coming year. The Board reviewed and signed the Agreement. The Grant amount is \$4,995.00 and the Town will meet its 50% match with another \$4,995.00 through in-kind services (soft match) for staff time spent attending committee meetings and working the plan in between meetings. Steve said he thought we just did that. Paul said this is more for emergency situation, which lays out how the Town will respond to an emergency, what people's roles and responsibilities.

Paul said he needs a motion from the Board. Francis asked if anyone had an objection. Paul stated that Wentworth last updated their Emergency Plan in 2000. Steve made a motion that they sign the agreement, seconded by Francis and approved.

The Board reviewed and signed letters addressed to abutters regarding the closure of an unused remnant portion of a Class VI road located by Turner and Buffalo Roads.

Steve motioned to go into the Budget Hearing at 7:08 pm, seconded by Francis and approved. Steve read the totals of the 2013 budget, 2013 actuals spent and the proposed 2014 budget. Motion by Steve at 7:09 pm to close the Budget Hearing, seconded by Francis and approved.

Motion by Steve to close the meeting at 7:23 pm, seconded by Francis and approved.

Respectfully submitted by Catherine Stover

Minutes accepted by

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TOWN OF WENTWORTH NEW HAMPSHIRE  
OFFICE OF THE SELECTMEN  
Minutes of Selectmen's Meeting of February 18, 2014

Present: Randy Morrison, Francis Muzzey, Steve Davis and Catherine Stover

Also Present: Chief Kevin Kay, Craig Pasco, Palmer Koelb, and Kenyon Karl (recording the meeting)

Randy motioned to open the Selectmen's Meeting at 6:00 pm, seconded by Francis and approved.

Steve wanted to add an agenda item regarding directives to the Road Agent. The Board agreed to do so.

Steve addressed the agenda items:

1. Steve stated that the Board had neglected to tell the Road Agent that he has the responsibility to plow the road from the State shed to the Warren town line. Steve stated that Randy asked him to call John, and he did. Steve said we have always done it. The State does do it, but it is the Town's road and responsibility.
2. Steve stated that we have always assisted in the removal of snow, when it comes off of the roof and pushes against side walls of the school, but John didn't know it. Steve stated that the principle asked him to communicate that today. He said he authorized, without approval of the Board, for the Highway Department to do so, and would now like the Board's authorization as well. Francis and Randy both gave their approval. Steve said he told the principle that the Town of Wentworth accepts no responsibility for any damage that may occur as a result of us providing this service. Steve stated we have the same insurance as they do, the LGC. Francis stated he felt it would be the Principle's responsibility to contact John as needed for the service.
3. Steve stated that they have always had the 2 walkways cleared by the Highway Department. He has asked the Highway Department to do this, and asked the Board if they were ok with this. Francis said he is ok with it, but not being their primary responsibility, until the storm lets up. Steve said he told the Highway Department it is their responsibility to clear and sand the roads, and it is not to be done on overtime. I asked what would happen if there is a heavy snow of a foot, and the office opens at 9 am. Steve said we would have to bear with it. Francis stated that Chief Kay brought to his attention that the shovel we currently have is junk, and asked if the Board could authorize him to purchase a new one. Kevin said he could. Steve told Kevin he would buy one and pay for it. Steve requested the Board agreed with his directive. Steve said it was understood that while it was important to clear the Municipal building, clearing our roads is a priority. Both Randy and Francis gave their approval. The Administrative asked if it could be contracted out, the Board said no.

Francis stated he had 2 issues he wanted to discuss, one of which was in the folder regarding a mailbox, and second that he has had a personal conversation with someone regarding sign damage right out here by the road.

Steve said he communicated weeks ago to the Road Agent, that if there's an issue with plantings, mailboxes, anything that's in the road, it's up to him to come to them, and make those concerns known, and it's then up to the Selectmen, not the Road Agent, to negotiate with the Property owners to make sure there is a result. Steve asked if Francis had evidence to think that this was different than that. Francis said all he had was that one of them was in the folder, and the other, he could walk Steve out to the road and show him the damage. The Administrative Assistant asked Francis for clarification, he said it was a For Sale sign.

Kenyon asked that if they were not going to maintain the front steps of the Municipal building in a timely manner, which he said, is what he heard from the Board, he stated he felt it would be appropriate to place a notice on the website and the official hours of operation and that the steps may not be maintained in a safe and timely manner. Francis said that phrase "timely manner" means to him it will be done immediately, and

he does not want to convey that, but rather it will be done as soon as the Road Agent gets a chance in his busy schedule. Francis stated he would have no problem if the Administrative Assistant felt it was piling up, that if she were to close the doors and leave and record the time she left. Steve stated we have to set priorities. The last priority should be this building and shoveling the walks.

Chief Kay asked if he could make a suggestion, that when they come across these items that they've forgotten to communicate, that we get them on paper of expectations of the Highway Department. Francis stated that per the Minutes of last week, we have accepted a policy. Chief Kay said he has not seen it, and it does not apply. Francis stated it does apply, Chief Kay stated it does not apply until you give your employees a copy of it. Steve stated that what happened this week, that he make a motion that everything he told the Road Agent, that they agreed with tonight, will be in writing, and given to the Road Agent. Steve asked the Administrative Assistant if this would be a problem, and if the Road Agent had a copy of the Snow Policy. Chief Kay stated it was not policy, but a decision the Board made to give to Bobby and placed in Bobby's personnel file, that it was never adopted as policy, was never circulated as policy. Steve stated that he and Bobby worked on the policy together. Discussion continued. Steve asked the AA if a copy of the policy was given to John. I responded that he did have a copy of the document. Chief Kay discussed what a policy is, stating he has created policy for the PD, and when changes occur, he distributes the changes. Steve asked if it was approved by the Selectmen. Chief Kay said yes it was. Steve asked if the changes are approved by the Selectmen. He said he has not done any changes recently, but yes, they are approved by the Selectmen when they occur. Discussion followed regarding Snow Removal Policy. Steve stated the policy that was worked out by the Road Agent, was approved by the Road Agent, approved by the Selectmen and communicated to the new Road Agent. Chief Kay asked if it were true that that was a letter of discipline to the Road Agent. Steve said no. Chief Kay asked why it was in his personnel file for discipline. Chief Kay asked where the policy was. Steve stated that it was given to the Road Agent, and is on file. Steve asked the AA where it was. Francis stated it was in his file. Steve stated it was not in his personnel file. Steve asked the AA if the plowing policy was a discipline issue. I responded that the document which he was referring to is titled Snow Plowing Policy, and that that document was born out of a disciplinary action. Steve stated that was not true. He asked whether the Road Agent and a member of the Board of Selectmen, as a result of an issue, work out the policy, yes or no. Steve asked whether or not it was then adopted by the Board. I stated the Board had all signed it, I did not recall if it had been handed out to all. Steve then asked me, and cautioned me to think very carefully, of whether or not there was an action taken as a result of not following the policy. I stated that I did not know. Steve interjected that there was not. Steve stated there was a dispute between the Road Agent and one member of the Board of Selectmen. The Administrative Assistant brought copies of the referenced document, and handed out copies to the Board and attendees. .

Chief Kay discussed the PD policy, which is handed out to each employee. He asked if the snow plow policy had been given to the Highway Department, Steve stated it had. Steve stated that Chief Kay had an agenda, to "slam the shit" out of them. Chief Kay said no, it was not. Steve stated they don't do everything wrong according to him and his wife, they do some stuff right. Steve then stated before going any further, he wanted to apologize to the Chief, it was way out of line, and he should not have done that. Francis reiterated that through no fault of the Highway Department, it was their fault as they did not pass it on to him, they have passed some items onto the Road Agent in a form of a manual and policy and so on. Steve stated that is why we must do the policy. Francis stated that's why we adopted it. Steve stated we paid \$780.00 for it 5 years ago and have not done it. Francis disagreed, stating that we adopted it last week, that in the absence of having nothing, they agreed to adopt it and then modifications to it on a monthly basis until all the policies were finalized. The AA stated that it is a template. Steve explained to Francis what a template is, and stated we cannot adopt a template. Francis stated it is our policy until we get something more.

Francis stated that in addition to that they needed to address the fact that he knew of at least 2 now, one with Ellie, and another one of mailboxes being knocked down, and stated it is not acceptable result.

Steve stated he did not have details and was not going to act on Francis' accusations. Francis stated he believed the plowing speed should not exceed 15 mph. Steve stated that if Francis wanted to have an investigation of the allegations, and if he had both parties there, if he wanted to have John Emery here, he



would then discuss it. Steve asked where Francis got his information regarding plowing speed, Francis stated he would not divulge names that someone could get revenge on at a later time.

Chief Kay asked if there was a reason why everyone was complaining to Francis rather than calling the office or anyone else. Francis stated it was because he did something about it, he brings it to the Board. Chief Kay said he did receive a call on Thursday night that a resident decided to go down to the sand pile and wait for John, the Road Agent to get out of his vehicle. When he did get out, the resident began to verbally assault him and acting disorderly. John told him to leave, and the resident refused. John said he was going to call 911, and then called Chief Kay. Chief Kay said this stuff has to stop. Francis asked if he has spoken to the resident, Chief Kay stated he is doing his investigation and will be going to speak probably with him with a Warrant in hand. Chief Kay said we cannot have people attacking our employees, that if people have complaints, they need to come to meetings, put it down in writing, voice their opinions. Steve stated that for those residents that make complaints that wish to remain anonymous, a non-public meeting can be held, but the Board needs to know who is making the complaint.

Steve said they cannot continue to make broad accusations about individual discrepancies without the Board being fully aware of what they are talking about. Francis said they cannot ignore what is being said. Steve said he did not want to ignore any complaint to the Board, but he wants to know the source, and what is going on. He promised Francis he would not tell anyone what was going on. Francis suggested that Steve call some people that maintain roads and find out what the maximum speed is for plowing the snow. Steve said the posted speed is 25. Steve asked for names. Francis stated, Campton, Thornton, and towns around Plymouth.

Steve made a motion to have Randy sign the 2014 Mainstay agreement, seconded by Francis and approved.

The Board reviewed and signed a letter to Rumney notifying them of the closure of the Class VI road.

The Board discussed the upcoming meeting in Concord with the DOT regarding the Town Common Bridge. Palmer Koelb and Craig Pascoe agreed to go. Motion by Randy, seconded by Francis to invite Palmer and Craig and Kenyon. Kenyon stated he would only go if allowed to video. Steve and Francis will also attend.

Selectmen completed reviewing and signing vendor payments.

Randy motioned to go into a Non-Public Meeting at 7:20 pm per RSA 91-A:3, II(c) – Matters which, if discussed in public, would likely affect adversely the reputation of any person, other than a member of the body or agency itself, unless such person requests an open meeting. This exemption shall extend to any application for assistance or tax abatement or waiver of a fee, fine, or other levy, if based on inability to pay or poverty of the applicant. Selectmen discussed the topic of divulging names of complainants. No decisions were made.

Randy motioned to come out of the Non-Public meeting at 7:35 pm, seconded by Steve and approved.

Randy motioned to close the public Selectmen's meeting at 7:35 pm, seconded by Steve and approved.

Respectfully submitted by Catherine Stover

Minutes accepted by

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**TOWN OF WENTWORTH NEW HAMPSHIRE  
OFFICE OF THE SELECTMEN**

**Non- Public Minutes (1) of February 18, 2014 Meeting**

Present: Randy Morrison, Francis Muzzey, Steve Davis

Also Present: Catherine Stover

**Non-Public Meeting (1)**

Randy motioned to go into a Non-Public Meeting at 7:20 pm per RSA 91-A:3, II(c) – Matters which, if discussed in public, would likely affect adversely the reputation of any person, other than a member of the body or agency itself, unless such person requests an open meeting. This exemption shall extend to any application for assistance or tax abatement or waiver of a fee, fine, or other levy, if based on inability to pay or poverty of the applicant. Selectmen discussed the topic of divulging names of complainants. No decisions were made.

Randy motioned to come out of the Non-Public meeting at 7:35 pm, seconded by Steve and approved.

Respectfully submitted,  
Catherine Stover

Minutes accepted by

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TOWN OF WENTWORTH NEW HAMPSHIRE  
OFFICE OF THE SELECTMEN  
Minutes of Selectmen's Meeting of February 25, 2014

Present: Francis Muzzey, Steve Davis and Catherine Stover

Also Present: Craig Pasco, Ellie Murray, Palmer and Deb Koelb, and Kenyon Karl (recording the meeting)

Steve motioned to open the Selectmen's Meeting at 6:00 pm, seconded by Francis and approved.

Steve motioned to review the Complaint Policy Form next week when Randy is present. Steve thinks there is a need for people to have a mechanism in which they can communicate with the Selectmen of issues they may have with one of the departments, and needs to be routed to the department heads for a response. Francis stated he disagrees with the concept that the complainant has to be named. Steve stated they can be anonymous. Steve stated there was an issue last week in where he wanted to know who the complainant was so he could address the issue. Francis stated he feels the complaint can be brought to a Board member, and if it comes to a point that they need to take action that is considered above and beyond following up on a complaint, then he feels they need to go back to the complainant and request it be in writing at that time. Francis agreed with Steve that the town does not have a procedure. Francis stated that he is confident that things have been said in Non-Public Meetings that have gotten out of the office, and therefore is not confident that a signature on a piece of paper will be kept confidential. Steve restated that anything brought in confidence will be kept so.

The Board discussed the meeting which was held on February 21 with the DOT in Concord regarding the Village Town Bridge. Francis stated there was a surprise statement made at the meeting that the DOT will consider repairs in late spring or early summer. The State will engage their own survey crews to go underneath the Bridge and come back with a recommendation of whether it is repairable. Kenyon asked if a Bike-Ped Coordinator was there. Steve said no, he did not believe he had been invited. Kenyon stated there is a serious condition on Route 25. Steve said that all there stressed to the DOT of the situation, that the Commissioner is fully aware of the issue.

Craig Pasco presented a drafted a thank you letter to the DOT, which he read aloud. The Selectmen thanked Craig for drafting the letter, and requested the office put it on letter head so that the Board and Craig and Palmer can sign it and send it to DOT. Craig will forward it to the Administrative Assistant.

The Board received and authorized an event application for Deb Koelb, for the use of the Town Hall on April 26. Francis made a motion to accept it without cost, seconded by Steve and approved.

Steve requested the Minutes of last week be forwarded to him so he can have the time to read them before signing. The Administrative Assistant said she would do so.

Francis noted on the Agenda under the ongoing items, the spring fertilizing of Town Common Trees and asked Palmer his input regarding this. Palmer said it was a great idea.

The Board reviewed a Veteran's Application and a written review of the Application from Avitar. Francis made a motion to accept the suggestion of Avitar and deny the Veteran's Application.

Palmer asked if the Board could expound. Francis stated it was denied due to state residency and Steve stated the discharge records were not adequate. Selectmen signed the application.

Francis motioned that John Emery be allowed to attend workshops which John had requested to attend for Culvert Installation and Maintenance, Snowplowing and application of materials and Construction Safety training, seconded by Steve and approved.

Francis and Steve discussed the Administrative Assistant's request to review some of the Transfer Station fees for Propane tanks, Helium Tanks and Fire Extinguishers. The suggestion of reduction is based upon the fees the Town is charged for disposal of the items. The Board agreed to reduce the following:

Item	Current	New Rate
Propane Tanks (up to 20 lb)	\$5.00	\$3.00
Propane Tanks (over 20 lbs)	\$20.00	\$5.00
Fire Extinguishers	\$10.00	\$7.00
Helium Tanks	\$10.00	\$4.00

The Board approved the reduction of these items, and in addition wants to review the entire Transfer Station expenses after Town meeting.

The Board reviewed and signed a letter to DOT notifying them of the Town's desire to repair or replace the Rowentown Road Bridge and application for Preliminary Estimate for Bridge Aid to start the process and to place the bridge in the program.

The Board reviewed a notice from New Hampshire the Beautiful regarding their upcoming litter cleanup program. The Bags are free of charge, but must be picked up from their office in Epsom. Steve stated that he will donate them to the school rather than pick them up from NH the Beautiful.

Francis motioned at 6:50 pm to go into a Non-Public meeting per RSA 91-A:3, II(c) – Matters which, if discussed in public, would likely affect adversely the reputation of any person, other than a member of the body or agency itself, unless such person requests an open meeting. This exemption shall extend to any application for assistance or tax abatement or waiver of a fee, fine, or other levy, if based on inability to pay or poverty of the applicant, seconded by Steve and approved. The Board discussed a Health Officer issue. Following the discussion the Board decided that the issues brought to them do not fall within the scope of their duties as Health Officers. Francis motioned to come out of the Non-Public meeting at 7:08 pm, seconded by Steve and approved.

Steve motioned to close the public Selectmen's meeting at 7:12 pm, seconded by Francis and approved.

Respectfully submitted by Catherine Stover

Minutes accepted by

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TOWN OF WENTWORTH NEW HAMPSHIRE  
OFFICE OF THE SELECTMEN

Non- Public Minutes (1) of February 25, 2014 Meeting

Present: Francis Muzzey, Steve Davis, Catherine Stover

Non-Public Meeting (1)

Francis motioned at 6:50 pm to go into a Non-Public meeting per RSA 91-A:3, II(c) – Matters which, if discussed in public, would likely affect adversely the reputation of any person, other than a member of the body or agency itself, unless such person requests an open meeting. This exemption shall extend to any application for assistance or tax abatement or waiver of a fee, fine, or other levy, if based on inability to pay or poverty of the applicant, seconded by Steve and approved.

The Board discussed a Health Officer issue. Following the discussion the Board decided that the issues brought to them do not fall within the scope of their duties as Health Officers.

Francis motioned to come out of the Non-Public meeting at 7:08 pm, seconded by Steve and approved.

Respectfully submitted,  
Catherine Stover

Minutes accepted by

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