

TOWN OF WENTWORTH NEW HAMPSHIRE
OFFICE OF THE SELECTMEN
Minutes of Meeting December 04, 2012

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

Also Present: Chief Kevin Kay, Ellie Murray, Palmer Koelb, Donna King, Craig Pasco, Bobby Cass, Jeff Ames and Kenyon Karl (recording the meeting)

Selectmen held a budget workshop to review Trustee's, Conservation, Fire Department and Town Clerk/Tax Collector budget from 5 pm – 6 pm.

Francis stated that the Town Clerk/Tax Collector budget will be approximately \$3,000 less than last year.

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

Selectmen reviewed and signed vendor payments.

Francis and Steve discussed the school surplus funds. Steve wants to make sure the 109k that the school returned is accounted for and whether it was applied to our tax rate.

Francis noted a letter received from Bernie Waugh of Gardner Fulton & Waugh. Bernie has offered to come to the Town and give a short talk about statute and case law changes for the year 2012. Francis made a motion to have the office schedule Bernie to give a presentation, seconded by Randy and approved.

Donna King stated that we now have a Christmas tree with lights in the Town Common. She thanked the following people for their support in making it possible: George and Eugenia Peterson for providing the electric, Precision Lumber for donating the lights, Lisa and Jeff Ames for providing a ladder, and those that assisted in decorating: Catherine and Daniel Stover, Craig and Denise Pasco, who also provided a step ladder and extension cord. Selectmen thanked Donna for organizing the event.

Francis said that he went to the recertification class for solid waste. The class subject matter was handling of used oil. He stated that he felt the class was very good and helpful. The class also discussed proper disposal of hypodermic needles and gave Francis a roll of labels to mark containers for safe disposal of them. Selectmen discussed having signage at transfer station to let people know where to place the used needles. Francis discussed the information learned in class regarding disposal of oil, preventing contamination, and the transportation of used oil. He said the Town cannot give the collected used oil to someone else other than a marketer. He said he asked a presenter if a municipality can encourage residents to take their used oil directly to user, and was told yes. Francis said he has spoken with Kevin Patten, and Kevin said he would accept the used oil if residents wanted to bring it to him. Francis cautioned against contamination by water and other such things.

Steve stated that the Selectmen have signed letters of thanks to those that assisted in clean up of parks this summer; Kristen Thomas, Jonathan Myles, Carl Doe (who provided the pump to remove water from the tennis court) and Al and Aryann Hamilton for planting and caring for the flowers at the Town Common.

Francis mentioned the recycling table at the transfer station. The table was damaged by Casella when pulling the containers out last week and the office will contact Mr. Borger to see about the repair of the table.

Steve said he went down to the transfer station last weekend and met with the attendant and a local carpenter regarding the construction and designing a pad for the zero sort containers, and a ramp between the 2 containers. They also discussed possibly having a structure which would have a roof. They have currently penciled costs into the budget, and will need to be in a warrant article.

Bobby Cass gave a Highway Department status update. He discussed the ditch and culvert work being done on Atwell Hill. Steve asked if it will be done in the next 2 weeks, Bobby said weather permitting. Bobby said they have received their salt, nearly 23 tons. Bobby discussed the one ton, he is gathering some quotes to discuss with the Selectmen next week during his budget workshop. Francis stated that he was told by someone that we possibly didn't get some "premium controls" inside the new truck which diminishes its value. Steve asked for more information, and Francis said he will go back and inquire from his source. Bobby said the controls are all the same, and are the newest in the industry. Steve asked if the tail gate has been fixed, Bobby said it has. They also discussed costs of replacement, and costs of future maintenance. Selectmen requested that Bobby do some comparison for them on upcoming repair items that the truck will need.

Steve made a motion to have chairman to sign the 2013 contract for LGC Healthtrust, seconded by Francis and approved.

Selectmen reviewed the drafted documents related to the sale of property on Hooper Hill, and approve sending them to the purchaser for review.

Chief Kay gave a brief status update. He is busy working on the Police Department budget. There will be some upcoming purchases. He stated right now they are just busy keeping up with the case load.

Selectmen discussed whether to continue the sealing of minutes which were originally sealed by the Board for 45 days on October 9, 2012. The Board decided not to extend the sealing of these minutes and will unseal them next week.

Steve stated that we have received an email from Bob Durfee of Dubois & King regarding the Evans Road Bridge replacement project. Mr. Durfee states in his email that the Preliminary Design Drawings and Preliminary Cost Estimate of the bridge has now been completed and has been submitted and approved by NHDOT. They are now proceeding with completion of Final Design Drawings, specs and cost estimate. A final design submittal will be made to DOT and Selectmen for their review and approval. They estimated the project to go out to bid in April, 2013. Dubois & King engineers will be holding their final site visit on December 10, 2012 from 8:30 to 10:30 am. All are welcome to meet with their engineering staff and provide input or comments.

The Selectmen reviewed and signed abatements regarding Town owned properties.

Steve motion to go into a Non-Public Meeting per **RSA 91-A:3, II(b)** – The hiring of any person as a public employee, to discuss Highway Department applicants at 6:45 pm, seconded by Randy and approved.

Randy motioned to come out of the Non-Public Meeting 7:00 pm, seconded by Francis and approved.

Selectmen stated they have decided to hire the 2 applicants, subject to passing drug testing, and with the Road Agent's approval. The Board requested the office to see if Bobby is available to meet with them next week for a Non-Public meeting to discuss the applicants.

Randy motioned to adjourn the Selectmen's Meeting at 7:05 pm, seconded by Steve and approved.

Respectfully submitted by Catherine Stover

Minutes accepted by

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

Non- Public Minutes (1) of December 04, 2012 Meeting

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

Steve motion to go into a Non-Public Meeting at 6:45 pm per **RSA 91-A:3, II(b)** – The hiring of any person as a public employee, seconded by Randy and approved.

Selectmen discussed Highway Department applications received.

Randy motioned to come out of the Non-Public Meeting 7:00 pm, seconded by Francis and approved.

Respectfully submitted,
Catherine Stover

Minutes accepted by

TOWN OF WENTWORTH NEW HAMPSHIRE
OFFICE OF THE SELECTMEN
Minutes of Meeting December 11, 2012

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

Also Present: Chief Kevin Kay, Ellie Murray, Palmer Koelb, Donna King, Peter Holden, Bobby Cass, Chip Stata and Kenyon Karl (recording the meeting)

Selectmen held a budget workshop with the Road Agent to review the Highway Depart budget from 5 – 6 pm.

Selectmen reviewed and signed vendor payments & payroll.

Steve motioned to go into a Non-public Meeting at 5:45 pm, per **RSA 91-A:3, II(b)** – The hiring of any person as a public employee., seconded by Francis and approved. Selectmen discussed Highway Department applications with the Road Agent, Bobby Cass, and no decisions were made.

Steve motioned to open the Selectmen's meeting at 6:09 pm, seconded by Francis and approved.

Francis read old/ongoing business:

-Upcoming office closure dates (Town Clerk/Tax Collector's office and Selectmen's office will be closed December 25 (Selectmen's meeting to be held on December 26) and both offices will also be closed the following week on January 1.

-Jan 15-17, the Administrative Assistant will be on vacation, Deb Vlk will be filling in.

-Jan 22, JLMC Safety Meeting

-Jan 22, Bernie Waugh (Gardner Fulton & Waugh) to give a 2012 Municipal Law update

Donna King presented the Board with an abatement/refund request. (The mortgage company paid taxes).

Donna has written a letter to the State, Christopher Clement, head of DOT, regarding the old bridge at the Town common. The letter stated that the Bridge is closed and un-maintained. She stated that due to rain and lack of maintenance, the paint, which possibly contains lead, is washing below into the water. The letter requests the State to maintain or remove the bridge. Steve said it sounded good to him, and signed the letter. Francis said he would hate to see it gone and not to see something replace it, as it is a historical bridge. Palmer said that the State roped off the walking area on the bridge sometime ago and when they contacted the state with concerns about no access for festivities such as the duck races, the state opened the pedestrian walkway.

The Administrative Assistant asked about possibly presenting the letter to residents for signature and support. Donna said she would do so.

Donna announced that she is resigning and her last day will be January 20th. She stated that George Morrill has offered to step in, and has begun required training. Selectmen stated that anyone interested in filling this position can sign up prior to the Town Meeting.

Peter Holden was in attendance, and gave a status update regarding the restoration of Dufour Bridge. Mr. Holden discussed flood plain elevation issues and handed out FEMA flood plain map for Selectmen and the audience to review. They discussed the bridge deck in relationship to the water levels based on 10, 50 100 year storm. In order to meet the 100 year storm, the bridge will need to be raised 4 feet. Selectmen asked if we know how the last storm 2 years ago, Irene, rose. Chief Kay said that the water did hit the bridge, but did not go over. Peter said they have suggestion of hollow beams that would attach to the abutment.

Mr. Holden discussed with the Selectmen Alternatives and cost comparisons. Steve made a motion that the

Board accept option 3 of the plan, which calls for removing the existing steel and hauling it offsite, constructing precast, pre-stressed concrete butted box beams and post tension, construct bearing pads, concrete coping and 5" concrete over-pour. Also Installing T101 bridge rail and approach rail. This option was the least costly of the 6 options presented of \$160,705.00. The motion was seconded by Francis and approved.

Francis and Steve also reviewed and signed Wetlands and Shorelands applications and a letter to the NHDES submitting and authorizing Holden Engineering to act on the Town's behalf in regards to the Dufour Bridge project.

Selectmen also reviewed and signed a letter to Nancy Mayville, DOT, stating that the Selectmen wish to maintain this crossing as a single lane bridge.

Selectmen requested a letter written to Ellie Murray (Trustee of the Trust Funds) to request funds in the amount of \$41,000, from the Capital Reserve for the Bridge expenses incurred this year, as well as the upcoming billing presented by Mr. Holden in the amount of \$20,000.00. The Administrative Assistant printed the request and the Selectmen signed and gave to Ellie.

Chief Kevin Kay gave a Police Department status update. He told the Selectmen that last week the officers received CPR recertification from/through WWAS. The Chief said there will be some billings coming through soon for equipment which they have ordered or will soon be ordered. He stated they are still short handed and are looking to fill the void.

Chief Kay requested that the Police Department Budget workshop, which is scheduled for next Tuesday, be postponed until the following week, which due to the holiday is scheduled for December 26th, at 5 pm. The Board agreed. They will review the Library and Transfer Station budget on December 18th.

Steve motioned to adjourn the Selectmen's Meeting at 7:26 pm, seconded by Francis and approved.

Respectfully submitted by Catherine Stover

Minutes accepted by

TOWN OF WENTWORTH NEW HAMPSHIRE
OFFICE OF THE SELECTMEN
Minutes of Meeting December 18, 2012

Present: Randy Morrison, Francis Muzzey and Catherine Stover

Also Present: Chief Kevin Kay, Ellie Murray, Palmer Koelb, Donna King, Joshua Leiter, Mark Stetson and Kenyon Karl (recording the meeting)

Randy motioned to open the meeting at 6:03 pm, second by Frances Muzzey and approved. Selectmen reviewed and signed vendor payments

Non-Public Meeting (1)

Randy motion to go into a Non-Public Meeting at 6:04 pm, per **RSA 91-A:3, II(e)** – Consideration or negotiation of pending claims or litigation which has been threatened in writing or filed against the public body or any subdivision thereof, or against any member thereof because of his or her membership in such public body, until the claim or litigation has been fully adjudicated or otherwise settled. Any application filed for tax abatement, pursuant to law, with anybody or board shall not constitute a threatened or filed litigation against any public body for the purposes of this subparagraph, seconded by Frances and approved.

Selectmen discussed a pending litigation claim, with Mark Stetson (Avitar).

Motion by Randy to come out of the Non-Public Meeting at 6:14 pm, seconded by Francis and approved. The Board motioned to seal the minutes of the Non-Public Meeting for 30 days, until Jan 17, 2013.

Chief Kay discussed with the Selectmen radio licenses. The PD does not have its own channel; they use Grafton's, and do not need to be licensed. However it has come to light that the Highway Department does not have a license. The push from wideband to narrowband has resulted in these issues coming to light. The Board discussed licensing costs. Chief Kay stated he has received a rough estimate from \$1,000- \$1,200 to get it up and running and could take up to 6 months. Palmer inquired about the cost, and Chief Kay stated he will do some more research and give the Board feedback later. He is submitting paperwork to get reimbursed for the PD radio grant. Chief Kay also stated that they are working with the Vermont State PD regarding recovered property that may belong to some victims in town that were burglarized earlier in the year, and hopefully they will see an arrest.

Donna King presented the Selectmen with Abatement/Refund requests for several properties. She is cleaning up the credits for the end of the year. The Tax Collector also gave the Board a status update regarding a resident that signed an agreement to pay \$500/month in lieu of the Town taking deed of his property. She stated that the tax payer has defaulted on the agreement, and her office will send the resident a notice of default.

Donna also presented a letter she has written to the State regarding the bridge at the Town Common. She is requested the State repair and maintain the bridge. Randy read and signed the letter.

The Board reviewed and signed vendor checks.

Selectmen reviewed and approved an abatement application received for Blodgett, M/L 08-03-07A. Avitar has also reviewed the application. Francis made a motion for Randy to sign the abatement application on behalf of the Board. Because back taxes are owed, the abatement amount will be applied toward unpaid taxes.

Francis read from the Agenda the office closures.

Selectmen reviewed and signed and Intent of Cut for Morrill, M/L 02-02-03, OP#12-475-19.

A motion was made by Frances to sign a letter written by the Selectmen's office, to the North County Council Transportation Advisory Council, appointing Kenyon Karl to be the representative of Wentworth, in regards to the reconstruction of the railroad track (New Hampshire Main Line between the NH border at Nashua and downtown Concord). The motion was seconded by Randy and the letter signed.

Non-Public Meeting (2)

Francis motioned to go into a Non-Public meeting at 7:12 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, seconded by Randy and approved.

Selectmen reviewed and discussed a welfare application.

Francis motioned to come out of the Non-Public meeting at 7:17 pm, seconded by Randy and approved.

Selectmen decided that no current support is needed at this time, as the applicant is requesting rental assistance which is currently paid in full. The Selectmen will revisit this issue at a later date.

Non-Public Meeting (3)

Randy motioned to go into a Non-Public meeting at 7:18 pm, per **RSA 91-A:3, II(d)** – Consideration of the acquisition, sale or lease of real or personal property which, if discussed in public, would likely benefit a party or parties whose interests are adverse to those of the general community. Selectmen discussed a Town owned property that was taken by deed in 2012.

Francis motioned to come out of the Non-Public meeting at 7:25 pm, seconded by Randy and approved.

Selectmen decided to return a check received regarding a deeded property and reviewed and signed a notice to the previous owner regarding repurchase options.

Non-Public Meeting (4)

Randy motioned to go into a Non-Public meeting at 7:30 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, seconded by Randy and approved.

Selectmen discussed a delinquent tax payment.

Francis motioned to come out of the Non-Public meeting at 7:49 pm, seconded by Randy and approved.

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Randy motioned to adjourn the Selectmen's Meeting at 7:50 pm, seconded by Francis and approved.

Respectfully submitted by Catherine Stover

Minutes accepted by

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

Non- Public Minutes (2) of December 18, 2012 Meeting

Present: Randy Morrison, Francis Muzzey and Catherine Stover

Francis motioned to go into a Non-Public meeting at 7:12 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, seconded by Randy and approved.

Selectmen reviewed and discussed a welfare application.

Francis motioned to come out of the Non-Public meeting at 7:17 pm, seconded by Randy and approved.

Selectmen decided that no current support is needed at this time, as the applicant is requesting rental assistance which is currently paid in full. The Selectmen will revisit this issue at a later date.

Respectfully submitted,
Catherine Stover

Minutes accepted by

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

Non- Public Minutes (3) of December 18, 2012 Meeting

Present: Randy Morrison, Francis Muzzey and Catherine Stover

Randy motioned to go into a Non-Public meeting at 7:18 pm, per **RSA 91-A:3, II(d)** – Consideration of the acquisition, sale or lease of real or personal property which, if discussed in public, would likely benefit a party or parties whose interests are adverse to those of the general community. Selectmen discussed a Town owned property that was taken by deed in 2012.

Francis motioned to come out of the Non-Public meeting at 7:25 pm, seconded by Randy and approved.

Selectmen decided to return a check received regarding a deeded property and reviewed and signed a notice to the previous owner regarding repurchase options.

Respectfully submitted,
Catherine Stover

Minutes accepted by

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

Non- Public Minutes (4) of December 18, 2012 Meeting

Present: Randy Morrison, Francis Muzzey and Catherine Stover

Randy motioned to go into a Non-Public meeting at 7:30 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, seconded by Randy and approved.

Selectmen discussed a delinquent tax payment.

Francis motioned to come out of the Non-Public meeting at 7:49 pm, seconded by Randy and approved.

Respectfully submitted,
Catherine Stover

Minutes accepted by

TOWN OF WENTWORTH NEW HAMPSHIRE
OFFICE OF THE SELECTMEN
Minutes of Meeting December 26, 2012

Present: Steven Davis, Francis Muzzey and Deb Vlk

Also Present: Palmer Koelb, Kenyon Karl (recording the meeting)

Francis motion to open the meeting at 6:00PM, seconded by Steve and approved.

Selectmen reviewed and signed voucher and payroll checks.

Francis announced that the Hazard Mitigation Planning reimbursement payment will be coming in this month.

Selectmen signed a letter of Kenyon Karl's appointment to be the representative of Wentworth to the North Country Council Transportation Advisory Council in regards to the reconstruction of the railroad track (NH Main Line between the NH Border at Nashua and downtown Concord). A copy of the acceptance letter will be provided for Kenyon Karl.

Selectmen reviewed Provan & Lorber report for ground water testing done at the transfer station in November of this year. All readings were within the acceptable range. Next testing will be done in November 2013.

Selectmen reviewed request from Lou Ruggerio who is requesting a copy of the town's aerial views of his property. Selectmen approved request, but at Mr. Ruggerio's cost to do so.

Selectmen reviewed and signed Donna King's letter to the Dept of Transportation in regards to the abandoned bridge on the common.

Steve motioned to adjourn the Selectmen's Meeting at 6:09PM, seconded by Francis and approved.

Respectfully submitted by Deborah Vlk

Minutes accepted by
