



BOARD OF SELECTMEN
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MINUTES OF THE BOARD OF SELECTMEN

Monday, March 23, 2015 – 7:00 p.m. – Town Hall Conference Room

Members Present: Vaughan Morgan, Kevin Forrest, John McDevitt, John Penacho, Jim Rolston

Staff Absent: Karen Anderson – Town Administrator

Chair Penacho opened the Board of Selectmen meeting at 7:00 p.m. A roll call was taken by the Chair; he announced a quorum was present and the meeting was being recorded.

Chair Penacho welcomed Jim Rolston as the new member of the Board of Selectmen.

I. PUBLIC HEARING

1. Hazardous Mitigation Plan

Chair Penacho opened the public hearing for the Hazardous Mitigation Plan at 7:01 p.m. Ken Fernald, former Emergency Management Director, addressed the Board; Tim Collins, Emergency Management Director, was also present.

***MOTION:* K. Forrest moved to approve and adopt the 2015 Hazardous Mitigation Plan. Second – V. Morgan; all in favor. MOTION CARRIED**

The approved and adopted plan is valid for five years. Nearly all goals stated in the 2006 Hazardous Mitigation Plan have been met. The one goal not accomplished was to earthquake proof the school. K. Fernald suggested that the Board may want to look at what needs to be accomplished, most of which is public relations and keeping residents informed.

Chair Penacho closed the public hearing at 7:07 p.m.

II. APPOINTMENTS

1. Lizbeth Cummings: Town Treasurer

Lizbeth Cummings, Bookkeeper and Town Treasurer, appeared before the Board to clarify the misconceptions about her running for Treasurer. She contacted DRA in November 2014 about any possible conflict between the two positions; she didn't receive a response. L. Cummings was asked by a member of the Board if the positions would be a conflict of interest, and she didn't feel they would. A "conflict of interest" is different than "incompatible". She continued that "conflict" may be where she has some financial gain as the result of doing both positions. She didn't feel they would be conflicting or

incompatible, agreeing that checks and balances may have to be tweaked between bookkeeper and Treasurer.

L. Cummings gave her application to the Town Clerk with the understanding that if anyone signed up for Treasurer, she would withdraw; no one signed up. She received no negative feedback from the Board, the State, Town Administrator, or anyone else until the Thursday prior to the election. L. Cummings received an email from the Town Administrator requesting checks and balances that might be put in place and that they should meet on Monday. Out of hours for the week, she responded that she would think about it over the weekend but felt there weren't any significant changes.

Monday prior to a Board meeting is hectic. In addition, voting booths needed to be set up at the School for Tuesday morning; there wasn't an opportunity to meet with the Town Administrator on Monday. L. Cummings apologized for not meeting with the Town Administrator, but didn't feel it would be an issue. In addition, she felt it may be inappropriate: the election hadn't been held and she wasn't elected.

After listening to the Board meeting on Monday, March 09, there were some concerns that L. Cummings felt needed to be addressed. She didn't look at the Treasurer's position as a career enhancement and enjoys her job as bookkeeper. She also noted that the checks were pre-numbered, and have been since she's worked for the Town (over 10 years); they are also audited. She added that over that period of time she has helped to develop some of the checks and balances that are in place. There have been no audit write-ups between the Treasurer, Town Clerk/Tax Collector and bookkeeper for the last four to five years. All accounts, including the tax money, matches to the penny. L. Cummings stated emphatically that she would do nothing to sabotage that and create an audit write-up.

L. Cummings continued that she had concerns with "you trust me but": trust is either there or it isn't. She added that some of the extreme concerns brought out at the March 09 meeting should have been mentioned beforehand; she would never have put the Board or Town in the position it is now. In the Town's best interest, as well as hers, L. Cummings declined the position of Treasurer, taking the problem away from the Board.

V. Morgan told Board members that a Treasurer would need to be appointed within six days. The Deputy Treasurer would be the interim Treasurer. The Board of Selectmen has the authority to appoint the Treasurer. The position will be advertised and added to the website.

2. Chief Ralph Cresta, Greenland Volunteer Fire Department: Exeter ALS

Ralph Cresta, Fire Department Chief, told the Board that Greenland would like to utilize the emergency services of Exeter ALS. Currently, Portsmouth is handling the ALS portion; Chief Cresta felt that the Greenland EMT's and EMT-I's were not getting enough education or experience. If a bad call comes in, Portsmouth ALS takes over. Exeter ALS will arrive in an SUV but transport in the Greenland ambulance. Greenland EMT's would work with the patient under Exeter ALS supervision.

Laura Thibeault, EMS Manager at Exeter Hospital as well as the hospital liaison to EMS and Fire Services and head of the Paramedic Intercept Service, was also present. They are currently working with 14 area communities without full-time paramedic services and explained how they mentored the EMT's. The contract with Exeter ALS was not exclusive; if Portsmouth was closer, they could be called. Chief Cresta further explained that they would still be using the Portsmouth Ambulance services. Billing structure and revenue was explained by L. Thibeault and Chief Cresta. There will be no bill if Exeter ALS is turned around before arriving on scene. M. Sodini stated that he fully supported the Town using Exeter ALS services; the bottom line is patient care. After further discussion, the Board was in favor of transitioning

to Exeter ALS but would request the Town Attorney review the contract prior to recommending a motion for approval.

Chief Cresta stated that with all things being equal, the Town would receive more revenue by using Exeter ALS. Patients would be transported to the hospital of their choice.

III. ADMINISTRATIVE AND OTHER ITEMS

1. Reorganization of the Board

MOTION: K. Forrest moved to appoint V. Morgan as Chairman. Second – J. McDevitt; all in favor.
MOTION CARRIED

MOTION: J. McDevitt moved to appoint K. Forrest as Vice Chairman. Second – J. Rolston; all in favor.
MOTION CARRIED

MOTION: J. Penacho moved to re-appoint K. Forrest as the Board's representative to the Recreation Committee. Second – J. Rolston; all in favor. **MOTION CARRIED**

MOTION: K. Forrest moved to re-appoint V. Morgan as the Board's representative to the Police and Fire Departments. Second – J. Rolston; all in favor. **MOTION CARRIED**

MOTION: J. Penacho moved to appoint J. McDevitt as the Board's representative to the Planning Board. Second – J. Rolston; all in favor. **MOTION CARRIED**

J. McDevitt suggested the Board appoint an alternate to the Planning Board. Although there are alternates seated on the Planning Board, he felt the Selectmen should have a voice on that Board. Mo Sodini, Sunnyside Drive, felt the alternate may not be aware of projects at the Planning Board; there were alternates on the Planning Board for that reason. A discussion regarding the Selectmen's alternate to the Planning Board followed; M. Sodini stated that if a Board of Selectmen alternate were selected, that person should attend the Planning Board meetings on a regular basis to be aware of on-going projects.

MOTION: J. Penacho moved to appoint J. Rolston as the Board's alternate representative to the Planning Board. Second – J. McDevitt; all in favor. **MOTION CARRIED**

MOTION: K. Forrest moved to re-appoint J. Penacho as the Board's representative to the Budget Committee. Second – J. Rolston; all in favor. **MOTION CARRIED**

J. Penacho asked Board members to be present at Budget Committee meetings this year. Now that the Town is SB2, the budget will be handled differently and Board members needed to be aware of the process.

MOTION: J. Penacho moved to appoint J. Rolston as the Board's representative to the Library Trustees. Second – J. McDevitt; all in favor. **MOTION CARRIED**

2. Southeast Watershed Alliance Representation

The Board will request that the Conservation Commission appoint a representative to the Southeast Watershed Alliance.

3. Sanctuary Care: Land Acquisition

The Town Administrator received an email from Brian Goetz, City of Portsmouth Public Works, stating that they are proceeding with the agreement with Rye Water Department to provide water to the Seavey Way subdivision on Breakfast Hill Road. She recommended that the Board hold on any decision regarding the land behind the Rye Bethany Church; the Board was in agreement.

4. MS-232 Report

MOTION: J. McDevitt moved to approve and sign the 2015 MS232 Report as presented. Second – J. Penacho; all in favor. ***MOTION CARRIED***

5. TIF District Joint Work Session with Planning Board

The Planning Board has suggested a joint work session with the Selectmen regarding TIF Districts; the Board was in agreement. The Town Administrator has met with Mark Fougere, Planning Board Consultant, about the work session.

6. Approval of Minutes: Monday, March 09, 2015

MOTION: J. Penacho moved to approve the minutes from Monday, March 09, 2015. Second – K. Forrest; all in favor. ***MOTION CARRIED***

7. Other Business

Performance plans were discussed. K. Forrest requested that they be approved and in place for 2015. The goal is to have copies available for discussion at the April 20th meeting. K. Forrest added that the Town Administrator performance plan has revised standards. He recommended all performance plans be standardized with a four level grading system (1-4) of evaluation for each standard. Chair Morgan stated that Chief Cresta would like to be included in the evaluation process, and requested that the Town Administrator research what other towns use for Fire Chief evaluations.

The Board was reminded that the first 911 Public Hearing will be held on Monday, April 6; the second on Monday, April 20.

J. Rolston asked the Board if Town officials were indemnified in accordance with RSA 31:105. Chair Morgan will verify.

J. Rolston stated that the bank needs a copy of the minutes naming the Treasurer in order to have the checks signed. The Deputy Treasurer is the only person with check signing authority at this time. New Hampshire law prohibits a Selectman from being Treasurer; they would not have check signing privileges.

J. Penacho stated that the Personnel Policy should be reviewed. Scrutinized by the Budget Committee, medical benefits will need to be discussed. Any changes need to be made before the budget process starts, and employees notified. A completion date of June was suggested.

J. McDevitt suggested that when TIF Districts are discussed, the CIP process be reviewed. He will recommend to the Planning Board that a representative from all the major departments and Boards be included.

IV. ACCOUNTS PAYABLE – THURSDAY, MARCH 26, 2015

1. Payroll Manifest 06

MOTION: K. Forrest moved to approve Payroll Manifest 06 in the amount of \$38,068.74. Second – J. Penacho; all in favor. MOTION CARRIED

2. General Fund Manifest 06

MOTION: K. Forrest moved to approve General Fund Manifest 06 in the amount of \$499,893.78 (School - \$130,000). Second – J. Penacho; all in favor. MOTION CARRIED

3. Medical Deductible Expendable Trust Manifest 06

MOTION: K. Forrest moved to approve Medical Deductible Expendable Trust Manifest 06 in the amount of \$1,944.58. Second – J. McDevitt; all in favor. MOTION CARRIED

V. ADJOURNMENT

MOTION: J. Penacho moved to adjourn at 8:19 p.m. Second – K. Forrest; all in favor. MOTION CARRIED

NEXT MEETING

Monday, April 06, 2015 – Town Hall Conference Room, 7:00 p.m.

Respectfully Submitted – Charlotte Hussey, Secretary to the Boards

Approved: Monday, April 06, 2015