

HANCOCK, NH
SELECTBOARD MEETING MINUTES
October 17, 2016

PRESENT: John Jordan, Chair; Tom Shevenell; Erik Spitzbarth; Diane Kendall, Town Administrator

OTHERS: John Maclean, Interim DPW Director; Jeff Wright, DPW Foreman

Jordan called the meeting to order at 4:00pm.

DPW: Selectboard, Maclean and Wright discussed the Vehicle Policy. The Selectboard concluded permitting Wright to take a vehicle home when winter operations and storms are predicted benefits the town by increasing efficiency and response time. Shevenell motioned to authorize Jeff Wright to take the DPW pick-up truck home when winter operations are pending and until March 30, 2017. Jordan seconded and the motion passed unanimously.

Wright provided an update on Middle Rd/Tannery Hill progress. Wright expects the project to be completed by end of next week.

Selectboard, Maclean and Wright discussed DPW director qualification and recruitment strategy. The position will be posted in the next two weeks. Maclean and Wright will conduct interviews for light equipment operator next week.

There was discussion about work scheduling and capacity to handle additional work requests outside of the normal schedule.

OTHER SELECTBOARD BUSINESS: Spitzbarth motioned to accept the minutes of October 10th, seconded by Shevenell and unanimously approved Consent Agenda items:

- 9/30/16 Check Manifest \$227.68 General Operating
- 10/7/16 Check Manifest \$213.50 General Operating
- 10/11/16 to 10/14/16 Check Manifest \$11,084.29 General Operating
- 10/11/16 Payroll Manifest \$12,828.40 Pay Date 10/14/16

Spitzbarth motioned to accept the Consent Agenda of 10/4/17 to 10/10/2016, seconded by Shevenell and unanimously approved.

Selectboard discussed NHDRA Preliminary Tax Rate Breakdown. Consistent with past practice, the Selectboard will not use funds from fund balance to offset tax rate. The amount from fund balance voted at Town Meeting to offset warrant article for revaluation was \$38,000. Overlay is used by DRA tax calculation to account for fractions of cents removed in the process and for tax abatements. Since there were no significant abatements settled to date the Selectboard reduced the overlay to be used to \$8,000. Shevenell motioned to accept \$8,000 as the overlay to be used, seconded by Spitzbarth and unanimously approved. The final town portion of the tax rate will be \$5.91 per \$1,000.

POST OFFICE HVAC: Selectboard received notification from the USPS that the HVAC unit has been deemed beyond repair and in need of replacement. The opinion was substantiated by two independent vendors. Selectboard will put forth a request for proposal to replace the HVAC system.

COMPENSATION PLAN AND STUDY: Kendall expects Jacobs to present completed plan and survey by October 31st.

Spitzbarth motioned to adjourn the meeting at 6:05pm, seconded by Shevenell and unanimously approved.

Next Meeting: October 24, 2016 at 7:00pm in the Town Office Barbara E. Caverly Meeting Room, lower level.

Respectfully submitted,
Diane Kendall, Town Administrator