

HANCOCK, NH
SELECTBOARD MEETING MINUTES
October 31, 2016

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

OTHERS: John Maclean, Interim Director DPW; Jeff Wright, Foreman DPW; Don Jacobs, DIJ Consultants; Richard Haskins, Moderator; Joan Joseph, Town Clerk

Jordan called the meeting to order at 3:30pm.

DPW: Maclean and Wright asked to speak to the Selectboard regarding applicants for the Light Equipment Operator position. Spitzbarth motioned to enter nonpublic session citing RSA 91-A:3, II(b) The hiring of any person as a public employee, seconded by Shevenell. Roll call vote to enter nonpublic session: Jordan, aye; Shevenell, aye; Spitzbarth, aye. The Selectboard entered nonpublic session at 3:33pm. The Selectboard entered public session at 4:10pm. Spitzbarth motioned to seal the minutes, seconded by Shevenell because it is determined that divulgence of this information likely would render a proposed action ineffective. Roll call vote to seal the minutes: Jordan, aye; Shevenell, aye; Spitzbarth, aye.

Maclean and Wright asked for BOS authorization to seek a seasonal temporary plow driver/operator. After discussion Selectboard consented.

COMPENSATION PLAN AND STUDY: Jacobs provided BOS with market analysis of employee benefit survey, suggested grade and compensation ranges. Selectboard will review and meet again on another date.

NONPUBLIC: Spitzbarth motioned to enter nonpublic session citing RSA 91-A:3 II(e) Consideration or negotiation of pending claims or litigation which has been threatened in writing or filed against this board or any subdivision thereof, or against any member thereof because of his or her membership therein, until the claim or litigation has been fully adjudicated or otherwise settled, seconded by Shevenell. Roll call vote to enter nonpublic session: Jordan, aye; Shevenell, aye; Spitzbarth, aye. The Selectboard entered nonpublic session at 4:45pm. The Selectboard entered public session at 5:17pm. Spitzbarth motioned to seal the minutes, seconded by Shevenell because it is determined that divulgence of this information likely affect adversely the reputation of any person other than a member of this board. Roll call vote to seal the minutes: Jordan, aye; Shevenell, aye; Spitzbarth, aye.

OTHER SELECTBOARD BUSINESS: Spitzbarth motioned to accept the minutes of October 24th, seconded by Shevenell and unanimously approved Consent Agenda items 10/25/16 to 10/31/16:

- 10/28/16 Check Manifest \$16797.32 General Operating
- 10/21/16 Check Manifest \$215.59 General Operating
- 10/26/16 Payroll Manifest \$13,742.11 Pay Date 10/28/16

Spitzbarth motioned to accept the Consent Agenda of 10/25/16 to 10/31/16, seconded by Shevenell and unanimously approved.

Selectboard authorized 10/28/16 Water Check Manifest \$2,913.54 General Operating Water

Selectboard considered change to the Hiring Policy adopted October 12, 2006 to replace the requirement to place an advertisement in a local newspaper with an advertisement on the town website. Spitzbarth motioned to accept a revised Hiring Policy, seconded by Shevenell and unanimously approved.

GENERAL AND STATE ELECTION: Haskins and Selectboard discussed administrative details of upcoming election on November 8th, 8:00am to 7:00pm. Haskins updated the Selectboard with status of Advisory Board recruitment.

VETERANS CREDIT: Selectboard accepted and authorized an owner application for a Veterans credit tax map-lot U01-04

PAYROLL PROCESSING: Kendall presented a proposal from Paychex Payroll processing. Selectboard will consider. Decision tabled for next meeting.

FORMER DUMP SITE SAMPLING AND REPORTING: Richard Pendleton, Eastview Environmental will discontinue service for sampling and monitoring of the old dumpsite after 2016. Shevenell will draft RFP for environmental services for 2017. 2017 budgeting for the line items will be estimated at 2016 actual expense.

NONPUBLIC: Haskins brought a matter to the Selectboard pertaining to upcoming election. Spitzbarth motioned to enter nonpublic session citing 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 this board, unless such person requests an open meeting. This exemption shall extend to include 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 Shevenell. Roll call vote to enter nonpublic session: Jordan, aye; Shevenell, aye; Spitzbarth, aye. The Selectboard entered nonpublic session at 6:01pm. The Selectboard entered public session at 6:06pm. Spitzbarth motioned to seal the minutes, seconded by Shevenell because it is determined that divulgence of this information likely affect adversely the reputation of any person other than a member of this board. Roll call vote to seal the minutes: Jordan, aye; Shevenell, aye; Spitzbarth, aye.

MEETINGHOUSE ELEVATOR: The Meetinghouse elevator has been temporarily taken out of service pending a routine annual inspection and maintenance service. An inspection is scheduled for Thursday November 3rd.

LIASON REPORTS:

DPW: Shevenell reported on progress of Middle Rd/Tannery Hill Rd reconstruction project.

Historic District Commission: Shevenell reported on HHDC meeting

ZBA: Shevenell reported on zoning board meeting

Library Trustees: Jordan reported on Library Trustee meeting. Library will seek a warrant article to replace carpeting

Spitzbarth motioned to adjourn the meeting at 6:25pm, seconded by Shevenell and unanimously approved.

Next Meeting: November 7, 2016 at 4:00pm in the Town Office Barbara E. Caverly Meeting Room, lower level.

Respectfully submitted,

Diane Kendall, Town Administrator