Selectmen’s meeting minutes of April 13th, 2006

Present from the Board:
Chairman Richard Manseau, Selectman Dawson, Wadleigh, Cavanaugh, and LaPlante.

Also present:
Town Administrator Alice MacKinnon, and secretary Catherine A. Woessner.

Chairman Manseau called the meeting to order at 6:00PM.

**Appointments with Selectmen:**

Chairman Manseau introduced Gary Mulkigian from ADP (Major Account Services). Selectman Cavanaugh asked Mr. Mulkigian to give a presentation on the current system that is used at Tilton Auto Serve and has been installed in 50,000 organizations throughout the country. Mr. Mulkigian said that they have a pretty good presence in New Hampshire for any organization that is looking to streamline and have better management tools regarding time, labor, and payroll and being able to have a system that can report back giving a better picture of what is going on.

Mr. Mulkigian said they are proposing biometric hand scanners that the employees would punch into and clock in. It does not use fingerprints it takes a picture of the employees’ hand so when the employee comes in again they punch in a four-digit code. Mr. Mulkigian said rules and employee policy are stored in the software so they will program it to coincide with Tilton’s policies. The supervisors will be able to make edits, approve hours and there is an audit trail of every single activity that has occurred. Mr. Mulkigian said the software is a web-based system and that hand scanning would eliminate unauthorized punch in. Mr. Mulkigian also said they can program sick and vacation time to enable a supervisor to see what is available prior to approval.

Regarding the hand scanner Mr. Mulkigian said there are programming keys for non-productive time that allows the employee to apply that time somewhere else. Employees will also be able to review their punches and resolve any questionable entries. Mr. Mulkigian said from a payroll standpoint there is a time saving through reporting capabilities. A manual check can be processed if an error was made or if a check has to be made out immediately. The proposed system can pay wage garnishments, taxes, child support, and direct deposit for each employee for up to three different accounts. Mr. Mulkigian said the system provides state of the art technology and security. Mr. Mulkigian said he has given Selectman Cavanaugh the pricing for this proposal. Chairman Manseau asked how this system would work regarding the Police Department when officers are called directly from their home and how this would be managed. Mr. Mulkigian said this would be through an edit
and the system also has the ability to capture the date through a phone-based system, but does not think it would be cost effective. Police Chief Chapman commented that he thinks this system (hand scanning) would be great for an 8 or 9 to 5 job where employees punch in when they arrive in the morning, punch out at lunch and back in and punch out again in the evening. The Police Department has officers coming and going constantly and when doing detail or court duty the officers do not even come into the station. Chief Chapman said he will still do what he has been doing right along which is filling out time sheets and at the end of the week the time sheets are gathered and totaled then put onto the payroll sheet. Chief Chapman said with the proposed system it would add more man time, as they will have to go through the system. Chief said he does not feel comfortable with his men being watched by a handprint. The Chief said he is all for security such as someone coming into the building they have to swipe a card, but is concerned with what kind of message this is sending to his department, that they are not trusted doing their time sheets. Chief Chapman said he does not like it, with businesses he thinks it is fine but does not think it belongs in the Police Department. Chief Chapman said this proposed system is not going to eliminate paper work for his department because according to Police Department Policy officers have to fill out a time sheet at the end of the week. Chief Chapman said he does not see where this is going to be an advantage to his department at all. Selectman Cavanaugh said the Selectmen are not doing anything right now, he is proposing they do something like this because there is not a business in the world that has million and a half budget in payroll like Tilton does and has everything handwritten. There was a potential of an $8,000 fine because of a handwritten system that was done, the town was not fined the $8,000 but because the town did not follow the right rules, that this system does not allow it to be done. With the proposed system they will flag anything that is not legal. Chief Chapman also stated that the Police Department is not a business, they are para-military. Chairman Manseau suggested that they formulate a list of questions and any problems they foresee with this proposal and get together for further discussion. Chief Chapman was in agreement with this and asked to have a list of Police Departments that use ADP system.

Jon Rich, Cybertron Contract: Mr. Rich joined the meeting to discuss any concerns the Board may have regarding his proposed contract with the town. Chairman Manseau informed Mr. Rich that at the last Selectmen's meeting the Board was preparing to authorize some expenditures and Selectman Cavanaugh requested they table it for two weeks so that he can review the contract, materials and do independent research.
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Selectman Cavanaugh asked Mr. Rich what kind of contract he has with the town. Mr. Rich said he does not have a contract now, but is proposing a full maintenance service contract. It covers anything required to repair the system to put it back in operational order and they do not differentiate between software and hardware other than the fact that new software installation or major upgrades are excluded. Minor updates are covered. Mr. Rich informed the Board that he finds that at least two thirds of service calls he takes are software related, not hardware related. Copies of the Hardware Full Maintenance Agreement, which includes software and all of the equipment that is covered, were given to the Board for their review.

While copies of the contract were being made Chairman Manseau announced to the Board that this Saturday the Boston Post Cane presentation is scheduled for Saturday, April 15th at 2:00PM at Goldencrest. Chairman asked who from the Board would be able to attend. Selectman Cavanaugh said he would make the presentation. Selectman Dawson said she would try to be there. Chairman Manseau made a motion to authorize the expenditure of no more than $25.00 for the presentation, seconded by Selectman Cavanaugh. All were in favor.

The Board reviewed the contract (Cybertron) and Alice informed them that the Sewer Dept. is included in the contract. Selectman Wadleigh, also a sewer commissioner said they did not have a price and he will discuss it with the commissioners at their next meeting. Chairman Manseau asked if the contract includes the cleaning up of the software within the system for authorized and unauthorized programs. Mr. Rich said this is part of the contract. Selectman Cavanaugh said he is not ready to approve anything right now and would like to know what has been spent with Cybertron last year and would like to look into what else is available. Mr. Rich also informed the Board that when under full contract they do a lot of proactive maintenance, which the town does not currently have.

Chairman Manseau thanked Mr. Rich for coming and informed him that the Selectmen will be in touch with him after they review the contract.

Russell Drew: Junkyard License renewal: After the Board reviewed the license they approved and signed the renewal for Drew’s Junkyard License.

Jim Cropsey: Mr. Cropsey met with the Board to ask permission to make a change in the parking design in front of 307 Main Street. Mr. Cropsey submitted a copy of the change for their review. The parking design was created by Art Taylor who does parking lines and designs and has given Mr. Cropsey a bid of $320.00 to do the work. Mr. Cropsey asked the Board if the Public Works Department would be able to do the work. Mr. Cropsey said the change is for five additional parking spaces
and also includes the moving of the sidewalk closer to the building. Chairman Manseau asked Mr. Cropsey if DOT has given an opinion on this change. Mr. Cropsey said it was his understanding that he needed to bring it to the Selectmen first for approval and then go to DOT. Chairman Manseau said the question is going to be raised by the State, as they are not in agreement regarding the parking arrangements downtown, so there is some hesitancy on the part of the Board to raise that issue. After the Board and Public Works Director Dennis Allen discussed this change Chairman Manseau said he does not see any objections from the Board regarding adding parking spaces to make the area safer but would like to have the plan submitted to DOT to have them look at it. Selectman Wadleigh said if DOT comes down to walk the area he and Dennis Allen would also like to be there. Chairman Manseau asked Mr. Cropsey to contact DOT and let Selectman Wadleigh know when they will walk the area. Captain Wellington will also look over the area. Selectman Wadleigh will report back to the Board.

Public Works Director, Dennis Allen:

Dennis informed the Board that all of the sidewalks in town have been swept and the cemeteries and the Island have been raked and cleaned. All of the benches and trash receptacles have been put out along Main Street. The transfer station has been opened last Saturday and all of the dumpsters are in. Dennis asked the Board if they wanted to make any changes in the prices for items taken to the transfer station. After the Board discussed this Chairman Manseau made a motion to keep the rate structure, as it is this year and review it the first part of next year, seconded by Selectman Wadleigh. All were in favor.

Dennis asked Chairman Manseau if he will be able to use one of the inmates for the spring clean up because there is a possibility that one of his employees will be out at that time. Chairman said because of policy change in the system he is not sure if the inmates will be available for this service, but will check into it and get back to Dennis. Dennis reported that he has checked with surrounding towns and the State will be taking the weight limit signs down on Friday, April 14th, 2006. Chairman Manseau made a motion to remove the weight limit signs effective April 14th, 2006 to open the roads back up, seconded by Selectman Dawson. All were in favor. Dennis will notify Mr. Bassillere on Andrews Road that the weight limit signs will be removed tomorrow.

Dennis informed the Board that he met with Conservation Commissioner Chuck Mitchell regarding tree damage at Buffalo Park. Dennis and Chuck looked at the damaged trees the beginning of April and Selectman Wadleigh also looked at them the beginning of this week. Dennis informed the Board that Chuck took pictures of all of the damaged trees and presented them to the Conservation Commission.
Commissioner Bob Hardy suggested possibly using some of the students from the a.g. program to take care of the trees, as they do not have any money in the budget for this expense. Dennis said his concerns are liability and the school does not have a chipper and neither does the Highway Department. Chairman Manseau said they could utilize the a.g. center for the trail maintenance. Dennis has an estimate for the tree removal from a private company by the hour for four people plus equipment would be $225.00 and would need them for at least half a day at Buffalo Park. Dennis also reported that there are four trees at the Grange that need to come down and two dead trees behind the Grange. Alice said there is $6,500 in the Grange budget and between $3,500 and $4,000 has already been spent. Dennis said he would estimate $2,300 for both jobs. Chairman Manseau made a motion to authorize the expenditure of $2,300.00 from the appropriate line items to resolve the tree issues at Buffalo Park and the Grange, seconded by Selectman Dawson. All were in favor.

Dennis reported to the Board that Chuck Mitchell would like the Highway department to construct a parking lot at Buffalo Park off High Street extension. The parking area would be 50x100 and Dennis said they would have to take down at least 25 trees. They would like to have this completed by August 1st. Dennis said he has not figured out how much this would cost. Chairman Manseau said they need a proposal, estimates and how this will be paid for. Selectman Dawson said they need to remind the Conservation Commission that they need to create a budget for Buffalo Park for any projects they have for town meeting. Chairman Manseau asked Selectman Dawson to inform the Conservation Commission of this.

Dennis informed the Board that some of the granite blocks around the Island are tipping and his concern is the safety factor. Dennis has called Sandy Crystal from the Wetlands Bureau who will let him know whether or not he will need a dredge and wetlands permit to do the repairs. Dennis said he did some work on the blocks a few years ago and was able to do the work under an existing wetlands permit. Dennis said Ms. Crystal’s concerns are the depth of the water in the river right now, which may also be a concern for the contractor. Dennis will let the Board know when he hears back from Ms. Crystal. Dennis said he would like to put up caution tape in the danger area. The Board discussed this and would like Dennis to check into a contractor to do the repair work.

**APPROVAL:** Minutes of April 5th, 2006 and March 30th, 2006. Selectman Dawson made some corrections to the minutes of 3/30/06 on pages 2, 3, 4, & 7. Chairman Manseau made a motion to accept the minutes of 3/30/06 as amended, seconded by Selectman Cavanaugh. All were in favor.
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Minutes of April 5th, 2006. Selectman Dawson made some corrections on page 1 & 2. Chairman Manseau made a motion to accept the minutes of 4/5/06 as amended, seconded by Selectman LaPlante. All were in favor with the exception of Selectman Cavanaugh who abstained, as he was not present at that meeting.

Chairman Manseau informed the Board that he was advised by deputy clerk that Bob Szot's term has expired on the Budget Committee but there are still openings. Mr. Szot said he would be willing to accept an appointment.

Chairman Manseau asked Selectman Dawson to discuss the oil tank situation at the Riverfront Park. Selectman Dawson showed the Selectmen pictures taken by Pat Clark of the oil tank that was removed from the park. Selectman Dawson said this tank should have been emptied, filled with sand, sealed, and covered when DES signed off on it. When the tank was filled they neglected to pump the oil out, #6 heating fuel was in the end of the tank. Selectman Dawson said there was not supposed to be any oil in the tank that DES had signed off on. The soils in the tank were also contaminated. Selectman Dawson said she does not have any figures on the cost but everything was taken care of quickly, efficiently, tested and sent out and the tank is gone. Construction at the park has resumed. Selectman Dawson reported that the cost is going to be more than they thought and does not know how much will be DES's responsibility and how much the town's. Selectman Dawson said from what she understands the tank and its contents are the town's responsibility. CYN Environmental will bill DES, DES will pay CYN and DES will look to the town for reimbursement. Selectman Dawson said DES signed off on this tank in 1981, they said it was closed. Selectman Dawson said this is an issue the Selectmen have to address. Chairman Manseau said DES needs to accept some responsibility regarding this issue. Selectman Dawson said there was an application for closure and DES' signature is not on it, the owner's signature is on it and it went to DES and they accepted the application for closure. Chairman Manseau said they need to review background documents and minutes of the meetings pertaining to this issue in 2003 and 2004.

Chairman asked if the Fire Commissioners were scheduled to meet with the Selectmen. Alice said they will not be able to meet with the Board until sometime in early May. Chairman said they can ask the Fire Chief directly where the dry hydrants are located in town and let him know the Board is concerned with the dry hydrant issues, where they are located, how many there are and what areas are not covered. The issue to discuss with the Fire Commissioners is the coverage in East Tilton.
Chairman Manseau informed the Board that two appointments need to be made to the Concord Regional Solid Waste Resource Recovery Cooperative. Selectman Wadleigh and PWD Dennis Allen accepted the reappointments to the Cooperative.

Selectman Cavanaugh reported to the Board that he has an estimate for a Dell Computer System and based on the estimate this system has everything on it plus more than the estimate from Cybertron. The Dell estimate has three year on site coverage, not one year and the cost is $1,572.00 less than Cybertron’s proposal for the four new units. The installation would probably be half the cost as well. It is $2,000 less than the previous bid and includes two more years of hardware coverage on site as well. Selectman Cavanaugh said he is concerned with the $10,000 to have a company look at the town’s computers and there are many exceptions in the proposal. Selectman Cavanaugh said he would like more time to look over the proposal and is not ready to sign the contract.

Chairman Manseau said he would contact Town Moderator Ken Randall regarding the recycling committee.

Selectman Dawson reported she has the change for the employee handbook which is page 28 8.4. What it now says in the employee handbook is “the performance evaluation shall be forwarded to the department head and the Board of Selectmen for review and shall be placed in the employees personnel file. Selectman Dawson’s proposed change is “the performance evaluation shall be forwarded to the Department Head for review and than to the Board of Selectmen for review and approval. No merit increase shall be awarded until the Board of Selectmen have reviewed and approved the Job Performance Evaluation. Chairman Manseau made a motion to accept the modification to the Employee Handbook as written, seconded by Selectman Cavanaugh. All were in favor.

Selectman Cavanaugh requested having a detailed manifest for the payroll and accounts payables and will not sign off on the manifests until there is a more detailed report, as the Selectmen are the ones who are signing off on it and accepting liability. The present manifests do not reflect everything in writing that the Board is signing and approving. Finance Officer Kathy Yeo will check with the town’s auditor to see if this report will be acceptable.

Selectman Dawson informed the Board that she has a response from Attorney Mark Puffer as whether or not to release the Scott Hilliard report. Attorney Puffer said they should not release the report and this is also the opinion of Attorney Chandler. Selectman Dawson informed the Board that Attorney Chandler
asked her to have Attorney Puffer look at the report since he was the attorney handling the case. Selectman Dawson said another question she had was could they give the report to Chief Chapman and her concern was that the report might have already been released. Attorney Puffer agreed a copy of the report could be given to Chief of Police, Kent Chapman. Selectman Dawson said she made one copy of that report for the Selectmen to read this evening to help with their decision.

Chairman Manseau made a motion to follow the guidelines and advice of their attorney of record, Mark Puffer on this matter and not release the document, seconded by Selectman LaPlante. All were in favor with the exception of Selectman Cavanaugh who abstained from voting.

Selectman Dawson said the next question was the discussion regarding giving Chief Chapman a copy of this report as it involves the police department. Chairman Manseau said that in light of the fact that the report involves the police department, the head of the department should have a copy. Selectman Dawson was in agreement.

Selectman Dawson asked Alice if Ken Randall has information regarding the committee for the Police Department. Alice said Mr. Randall has sent out letters and will notify everyone when there is going to be a meeting. Mr. Randall will also be in to see Alice sometime next week with a list of people for the solid Waste Committee and to notify the PD committee of the meeting. Selectman Dawson asked if Alice has received estimates for the slate roofing. Alice said she has not.

Selectman LaPlante asked if any more thought has been given to form a committee for fund raising for videotaping of the Selectmen’s meeting. Chairman Manseau stated that if they accept a donation they have to hold a public hearing on before they can accept it. Chairman said a committee has not been formed. Selectman LaPlante said he has people interested in being on this committee. Chairman said they would further discuss this at their next meeting.

Selectman LaPlante reported on the slate roofing. He said there is a new material that is aluminum that looks exactly like slate and has a lifetime warranty, but does not know if this is acceptable for the Historical Society Register. Chairman said they have certain guideline and does not know whether or not this will be acceptable.

At this time the Board returned to their discussion regarding releasing the report to Chief Chapman. Chairman Manseau made a motion to move forward on this and provide Chief Chapman with a copy of the Scott Hilliard report which is exclusive to the Chief for his assessment and determination of appropriate actions if need be, seconded by Selectman LaPlante. All were in favor with the exception of Selectman Cavanaugh who abstained from voting.
Selectman Cavanaugh informed the Board that at their next meeting he should be prepared to give the Board a copy of the proposed policy manual to look at and review.

**PUBLIC INPUT:** Former Selectman Steve O'Leary asked to read a statement, a request for recusal from the investigation regarding town clerk Cindy Reinartz where Selectman Manseau and Selectman Dawson were both observed publicly socially with Ms. Reinartz on March 9th and the 25th of March 2006. Mr. O'Leary feels a conflict of interest most likely exists, therefore, both Selectman Manseau and Selectman Dawson are asked to step aside from any future deliberations regarding the town clerk's investigation. Also whereas Selectman Cavanaugh has been placed in the position that requires him to pass judgment on a fellow Rotarian and co-worker. Mr. O'Leary stated that he believes Selectman Cavanaugh's ability to be objective without bias has been seriously weakened. Mr. O'Leary is also asking Selectman Cavanaugh to recuse himself from the town clerk's investigation. Mr. O'Leary said it is not his intention nor does he have the right to insist on this recusal, but is mainly making his opinion and this request a matter of public record in the event the town clerk's case ends up in court. Mr. O'Leary also said that according to RSA 43:6 which states that in part no Selectmen or other officers shall act in the decision of any case who would be disqualified to sit as a juror for any cause. The New Hampshire Municipal Association warns, when in doubt, step down.

The second issue is the privacy act. Mr. O'Leary asked Chairman Manseau if he is using his computer at work for private e-mails on state time. Chairman responded that it is not Mr. O'Leary's place to question his time management at work, as he works for the State not for Mr. O'Leary. Selectman Cavanaugh stated that if there are going to be five subjects discussed it should be on the agenda. Mr. Cavanaugh said he is not interested in a witch hunt from anyone, if Mr. O'Leary has something he wished to speak to the Selectmen about he should put it in writing beforehand. Chairman stated that normally when they ask for public input the questions are short and if there is extensive discussion it is placed on the agenda by calling ahead would be appropriate and agrees with Selectman Cavanaugh. Selectman Cavanaugh said he does not appreciate the tone of all of this and would be pleased to speak about it and would be pleased to review it and look into. Selectman Dawson said that typically when people come in the Selectmen allow them to speak. Depending on the length of time that Mr. O'Leary needed would determine whether or not he would go on the agenda, but typically the audience can speak without being on the agenda. If his items will only take twenty minutes, Selectman Dawson said personally there is no reason for him to be on the agenda.
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Selectman Dawson said as Selectmen, as public officials they are not always forewarned and therefore, have the option, not to respond this evening. Chairman Manseau said he is willing to allow Mr. O’Leary to enter his questions into the record with no response from the members of the Board and if Mr. O‘Leary would like to come back and discuss them in the future he should provide copies of his list beforehand.

Mr. O’Leary continued with the March 30th meeting where Mr. Hast called Chairman Manseau to say his surveyor was hurt and could not survey the Range Rd., right away. Mr. O’Leary asked when the Board of Selectmen selected a surveyor, as this was part of the minutes that Mr. Hast had agreed to come back to the Board with a list of surveyors for the Board to decide on which Mr. Hast agreed with.

Mr. O’Leary asked Selectman Dawson about her recent statement in the newspaper that stated all the Selectmen were aware of what was going on regarding the Carla Constant case. Selectman Dawson responded that during a Selectmen’s meeting when Jim Foye was a Selectman and Carla Constant was in the audience, Mr. Foye asked her how she was doing and asked her if she had any complaints. Carla relayed to the Board an incident that happened and Mr. Foye asked her if she had her gun yet and she indicated no and that things were not all right and was not getting a fair shake as far as she was concerned. Mr. Foye asked Carla if she wanted the Selectmen to intercede and she stated no, that she felt she needed to work within the confines of the Police Department and deal with her superior officer. Selectman Dawson said every member of the Board knew that night that Carla was having difficulties. Selectman Dawson stated that the e-mails she had with Carla indicated nothing more than that.

Former Selectman Bob Brown commented that that part is true and after the meeting he asked Jim Foye why he brought this up tonight. Mr. Foye said out of desperation from not getting any response to her communications with the other two Selectmen, Carla called former Selectman Jim Foye. Mr. Brown said this was the first indication he had that anything at all was going on. Mr. Brown said he thinks what Mr. O‘Leary is alluding to is that Selectman Dawson’s answer in the newspaper gave the impression that all of the Selectmen knew what was going on and this is not correct. Selectman Dawson said in her e-mails to Carla there was no indication that she wanted the Board to interject, there was no indication that she was going to sue the town. There was indication that Carla was having difficulties that was revealed that night. Selectman Dawson said she did not know anymore than anyone else when Carla made that statement. If she was in such desperation, why did she reject the Board’s help when it was offered? Selectman Dawson said that not once in Carla’s e-mails to her did she mention that she needs the Board of Selectmen’s help.
Alice reported to the Board that she spoke to Joanna Oliver regarding the work she has done at the Grange. Joanna said that Lowe's would not donate the fans she asked for so she needs to purchase them from Home Depot at a cost of $460.00 and would like authorization from the Board to make this purchase. Joanna will also submit a bill for frames as she had a lot of pictures framed and would like to be reimbursed for the cost, which is another $250.00. Joanna is also asking the Board’s permission to purchase shrubs, trees, and flowers around the Grange at an estimate of $765.00. The Total cost she is asking for is almost $1,500.00. Mr. Brown suggested Joanna wait to do the outside work as they are close to the end of the budget. Chairman Manseau said he would like this in writing and to go through the regular approval process. Bob said in talking to Joanna the Grange would be ready for the meeting of April 27th. Selectman Cavanaugh is in favor of Joanna spending an additional $765.00 for all of the work she has done. Mr. O'Leary said he would talk to the manager of Home Depot on Saturday regarding donating plants for the Grange and let Bob Brown know. Selectman Cavanaugh said he will amend his motion to give Joanna Oliver the money she has spent so far and to hold off on the trees in lieu of seeing if Home Depot will help out, Selectman Wadleigh amended his second to the motion. All were in favor.

Selectman Cavanaugh suggested that in the future any monetary requests be put in writing and submitted to the Board.

Regarding the use of the Grange for the April 27th meeting Mr. Brown reported the only thing they are waiting for is approval from the Fire Department for the seating capacity. Mr. Brown is hoping to hear back in a couple of days and will let Alice know so the notices regarding the meeting can be sent out.

Alice informed the Board that she has a request from Brian Wolf who is representing Winnisquam Lake Association. They have a grant from the State to do some Milfoil work in Lake Winnisquam typically at Jay's Marina. Jay's Marina is contributing $1,000 and the State is contributing $2,000 and they are looking for a contribution from the town. Alice explained to Mr. Wolf that in years past it was included as a budget item but it had been omitted for the past couple of years and so the town had not made an appropriation. Alice said she would bring it to the Selectmen. The Board discussed and agreed there is a problem with milfoil but do not have any money designated for this. Alice will check in the budget to see if there is any money and will report back to the Board at their next meeting.

Mr. Brown reminded the Board that Squantum needs to be cleaned, washed and waxed and someone needs to contact David Court who does this work. Mr. Brown said a couple of people called him on April 4th who had seen the Selectmen's meeting
Of 3/30/06 on public access and asked what happened to the tape of 3/23/06. A call was made to public access and they said the tapes did not get there until April 5th. Selectman Dawson said this was her mistake, as she did not drop them off until the next day.

Referring again to the April 23rd meeting, and the Selectmen's decision to exclude the secretary and Town Administrator from future non-public meetings, Mr. Brown asked where the non-public minutes (now being drafted by Selectman Cavanaugh) are being filed?

Selectman Cavanaugh who did the minutes said he has them in the trunk of his car, as he did not know where they should go. Mr. Brown informed him that they have to be filed at the Selectmen's normal place of business, the Town Hall.

Alice asked the Board to go into non-public session regarding litigation and real estate matter.

At 9:03PM Chairman Manseau made a motion to go into non-public for potential litigation, seconded by Selectman Dawson. Selectman Wadleigh, yes, Selectman Dawson, yes, Selectman LaPlante, yes, Selectman Cavanaugh, yes, and Chairman, yes.

At 9:20PM the Board resumed their regular session.
Chairman Manseau made a motion to seal the minutes of the non-public session until the issues are resolved, seconded by Selectman Dawson. Selectman Wadleigh, yes, Selectman Cavanaugh, yes, Selectman LaPlante, yes, Selectman Dawson, yes, and Chairman Manseau, yes.

Chairman Manseau adjourned the meeting at 9:21PM.