Present from the Board:

Also present: Town Administrator Joyce Fulweiler, and Secretary Catherine A. Woessner.

Selectman Dawson called the meeting to order at 6:00PM.

Approval: Minutes of September 11, 2008. Selectman Dawson made a motion to accept the minutes of September 11, 2008, seconded by Selectman LaPlante.
After a minor correction to page 7 all were in favor of accepting the minutes of 9/11 with the exception of Selectman Cavanaugh who abstained.

Minutes of October 9, 2008. Selectman Dawson made a motion to accept the minutes of October 9, 2008, seconded by Selectman Pearson.
Discussion: Selectman Pearson asked to change under the town administrator's agenda, Selectman Pearson asked if; should say, the revenue heading on the cash flow report was really revenue or receipts. Also under the Amero eviction notice Selectman Pearson also abstained on the vote. After the corrections, all were in favor of accepting the minutes of October 9, 2008.

Selectman Cavanaugh asked to further discuss the money that was found on the deputy clerk's desk and the money found on the floor under the town clerk's desk. Selectman Cavanaugh asked if any of the Selectmen have had a chance to discuss this with the Town Clerk. Selectman Cavanaugh would like a letter sent to her that clearly states that they need to discuss this. This is town funds and the fact that a bag of money was left out is a problem and they need to discuss it to find out how it happened and what the town clerk is doing to make sure it does not happen again. Selectman Dawson suggested because the town clerk is not an employee, she is an elected official and they should approach her to discuss these issues with
her. Selectman Cavanaugh would like to ask for a formal response in writing from the town clerk. Selectman Dawson and Selectman LaPlante have asked to speak to her and she refused and she was asked to attend a Selectmen’s meeting to discuss this and she refused. Selectman Cavanaugh said there needs to be some closure to this and until there is this is something they need to demand a formal response to. Selectman Pearson agrees they need to have a formal response from the town clerk and feels they should state the facts as they know them and list the events that have happened. Also state that the fact that the money is under the auspicious of the Selectmen, it is town resident’s money. The Board of Selectmen respectfully request a formal answer from the town clerk specifically regarding this incident and secondarily to understand what safe guards she has in place so this will not occur again. The Selectmen request if the town clerk does not choose to meet with the Board to give them the answers they have asked for, she put them in writing to the Board. Selectman Cavanaugh would like to have the specifics of this incident included in this letter as close as possible. Selectman Pearson said in closing to add it is in all of their best interest to be sure they address this and discuss this openly and make sure it does not happen again.

Selectman Cavanaugh asked how things worked out when the front offices were closed while the town clerk and deputy were at conference for three days. The Town Administrator reported that residents were very angry. It was not just coming in for motor vehicle registration but also to register to vote and requesting absentee ballots. The Selectmen asked the town clerk twice to open the office on Saturday for half day and she said no as she and the deputy both had plans for Saturday. She was asked to have someone else come in for that half day and she refused. The Board discussed why the deputy has to go to the conference as well. The Town Administrator informed the Board that the Town Clerk did come into the office and worked Saturday, but was not open to the public. Also the deputy clerk was out sick and did not go to the conference but was feeling better towards the end of the week and called the town clerk and asked if she could open the office and work on Friday. The Town Clerk said no she could not, her offices were closed and as a result the deputy did not get paid for the week.
Selectmen’s meeting minutes of 10/16/08

Selectman Dawson said she was in the office on Wednesday when the town clerk's office was closed and many people who came in were very inconvenienced and many were extremely angry.

The Board being very upset regarding the circumstances in the Town Clerk's office asked the Town Administrator to draft a letter to the Local Government Center explaining these circumstances and copies to the AG's office and Town Clerk's Association explaining the circumstances where the Selectmen asked the town clerk to please open the offices half a day on Saturday for the convenience of the public and this was refused and to attach the letters with this request.

Selectman Dawson informed the Board that if they really want to do something that will give them some control they will have to talk to the legislature and get the law changed that allows the town clerk to control the deputy. Selectman Dawson suggested that after the election they invite their State Representatives to attend a Selectmen's meeting. Selectman Cavanaugh would like a copy of the letter sent to our State Representative. The Board is in agreement to sign this letter.

Selectman Dawson said regarding the money in the Town Clerk's office the Selectman can talk to her publicly giving her guidelines as to how it pertains to dealing with town's money. A copy of this letter will be sent to the Town Clerk as well. The Board asked to have these letters for next week's meeting.

**Parks Commission:** Selectman Dawson discussed the request by the Park Commissioners to ask the Selectmen to vote to extend the appropriation for another year. Selectman Dawson said this was not a warrant article it was a request to take $10,000 out of an existing capital reserve account. The request to withdraw the money will lapse if they do not have it encumbered. Selectman Cavanaugh does not agree stating that after that they had a subsequent vote giving the Parks Commissioners the ability to use the funds for what they determine. They do not have to go before the town or the Selectmen to spend the funds. Selectman Dawson said the Parks Commission were made agents of the fund but there was a warrant article that specifically asked to withdraw and can only use the fund for recreational purposes. Selectman Pearson said he thinks the Park Commissioners are planning on having a contract in place. Selectman Dawson said they have to have an obligation to
pay the $10,000, (Buffalo Park parking lot). Selectman Dawson said this is a topic that needs to be pursued.

**Reports from Selectmen:**

**Selectman Wadleigh:** Peabody Street has been paved and they are finishing the sidewalk. This is just the base coat and will finish next year.

**Selectman Pearson:** Budget Committee would like to have the Selectmen present their budget on December 10, 2008. The Board agreed to go through the outside agencies budget requests at their October 30th meeting.

**Selectman LaPlante:** The lift at the town hall should be finished next Wednesday and then it will be inspected by the State of NH.

**Selectman Dawson:** Attorney Molly McPartland will meet with the Board for attorney/client meeting on October 23, 2008 at 5:45PM. She was not able to meet with the Board at 5:00PM. Selectman Dawson suggested they start their meeting at 7:00PM. Selectman Cavanaugh made a motion to start the Selectmen's meeting at 7:00PM on Thursday, October 23, seconded by Selectman Wadleigh. Discussion: start the meeting at 6:45PM. Selectman Cavanaugh amended his motion to start the meeting at 6:45PM, Selectman Wadleigh amended his second. All were in favor. The meeting will be held at the PSNH building.

Selectman Dawson discussed having a procedure in place for operating the lift in town hall. The board discussed having keys to the lift and agreed one key will be kept in the copy room, one upstairs in the Sewer dept., and one in the key case in the Selectmen's office. The Board discussed installing a bell next to the lift so the Sewer dept, secretary will know when someone is coming up. Selectman Dawson asked Selectman Pearson to write a policy on the operation of the lift for the Board's review. The Town Administration will contact the LGC, property liability to add the lift to the town's insurance.
Election set up for Nov. 4th election: Selectman Dawson informed the board that the town clerk has spoken to her about changing the pattern of flow that they normally have at the elections. Selectman Dawson suggested they do not make too many drastic changes and it is the Selectmen’s responsibility to set up for the election. The Board will inform Public Works Director Dennis Allen of the changes they discussed.

Selectman Dawson asked the Selectmen to start thinking about who would like to be on the committee for the Annual Town Report as it is the Selectmen’s responsibility. Selectman Dawson would like to further discuss this next week.

From the Town Administrator Joyce Fulweiler:
- Amended MS-I form to be signed for the exemptions and credits and also to move the taxable portion of the Tilton School. It was showing up in the wrong line item. The Town Administrator informed the Board that DRA said they will have to submit MS-I forms for the Lochmere Water District because they are a District within the municipal boundaries of the town, and submit a MS-I form for the Water users within the Tilton-Northfield Water District.
- Local Government Center agreement-states the town will not longer be handling the paper work for the Cobras and Retirees; the LGC will handle this now. The only exception to that is one retiree that has a different arrangement with the town which will expire next year and one cobra that will be expiring in February of 2009.
- Informed the Board of the betterment assessment warrants for Rte. 3, Anchorage Laconia Road betterment assessment, Andrews Road and Northern Shores.
- Money is in the public works budget for the reimbursement for work at the Grange Hall.

Selectman Cavanaugh made a motion to reimburse Karen Cornell $736.18 for out of pocket expenses for the work they did at the at the Grange Hall. This expense is to come out of the Public Works budget, seconded by Selectman LaPlante. All were in favor.
Selectmen’s meeting minutes of 10/16/08

Selectman Pearson discussed the MS-I report and asked who certified that the numbers are correct. This report is done by Loren Martin the town’s assessor. After further discussion the board agreed they would like to have a form for the assessor to sign off on.

Selectman Dawson announced that on Saturday, Oct., 18, from noon to 2:00PM there will be a dedication ceremony at the Skateboard Park in memory of David Tryon.

Selectman Dawson discussed Mansville Road, a no salt road that they had problems with the ice build up this past winter. Selectman Dawson discussed this issue with Public Works Director Dennis Allen and suggested he contact the Conservation Commission for their input regarding this matter. The Board was in agreement.

Liz Merry running for State Representative could not attend the meeting and sends her regrets. Her husband represented her this evening and will bring back any issues to her that she may be able to help the town with.

**Appointments with Selectmen:**

**Welfare Director Heather Thibodeau:** Heather reported that welfare expenses in Tilton are lower compared with surrounding towns, but they are up more than they have been in a long time. Heather reported that they are already 70 percent through their budget and foresees using the rest of the budget. Heather reported that she is getting more applications because of loss of jobs and people worried about the expense of heating their apartments. There will be an increase in money for fuel assistance which will be a big help. This money will not be available until December 1, of 2008.

Selectman Dawson asked about food banks in town. Heather reported that there are food banks in town, the Tilton Northfield Congregational Church, the Methodist Church, St. Mary’s has a small one and the Episcopal Church is trying to put one together. There is a flyer posted in Town Hall listing all of the food pantries in Tilton and surrounding towns.
Heather informed the Board that they will need donations for the food pantries and for the thanksgiving baskets that she puts together. She also needs donations for Christmas, new unwrapped toys and clothing items. Heather also informed the Board that she is frequently getting calls from landlords about their tenants. Heather stressed that it is very important for landlords to understand that the tenant is the client to the town and she cannot give out information to the landlords regarding their tenants as it is a confidential issue.

Heather reported that she will be doing turkey baskets again this year and will need help with this. She does Tilton and Northfield and she receives a lot of help from WRHS. The Welfare Dir., in Sanbornton, Melanie Van Tassel takes care of the baskets in her town. Heather said they need turkeys, potatoes, canned goods and any other donations would be greatly appreciated. Gift cards would also be appreciated.

The Board discussed creating a poster for food donations to be posted in the kiosk. After discussion Selectman Pearson said he will create a poster for thanksgiving and will also post it on the website. Selectman Cavanaugh asked Heather if she has approached the Northfield Board of Selectmen to help with donations for Northfield to help with the thanksgiving baskets. Heather has not done this in the past and the reason she does Tilton and Northfield is that the school system started the whole thanksgiving baskets and the kids come from both towns. Heather does not think it would hurt to ask the Northfield Selectmen to solicit donations such as Tilton is doing. Heather said the drop off for the donations can remain Tilton Town Hall and if need be she will pick up the donations at the Northfield Town Hall.

Heather informed the Board that the busy season of the Holiday Fund is starting now and she is already working on the tree tags. The tree will be at Wal-Mart. New, unwrapped toys can be dropped off at town hall.

Heather announced that applications for the Christmas Fund starts November 1st until the first Friday in December for applications. Children will receive clothing, hats and boots, and toys. Heather said cash donations can be made to purchase the winter clothing to T-N Christmas Fund, 131 Colby Road, Tilton, 03276. Donations can also be dropped off at town hall to Heather's attention and she will distribute to the right fund.
Heather asked to speak to the Selectmen in a non public session. At 7:35PM Selectman Dawson made a motion to go into non public session regarding (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, seconded by Selectman Cavanaugh. Selectman Wadleigh, yes, Selectman Pearson, yes, Selectman LaPlante, yes, Selectman Dawson, yes, and Selectman Cavanaugh, yes.

At 7:45PM the Board resumed their regular meeting. At this time Selectman Dawson made a motion to permanently seal the minutes, seconded by Selectman LaPlante. Selectman Pearson sees no reason to seal the minutes as no names were mentioned in the minutes. Selectman Dawson amended her motion not to seal the minutes. Selectman LaPlante amended his second to the motion. The minutes will be publically disclosed.

At 7:50PM Selectman Dawson made a motion to go into non public session regarding (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, seconded by Selectman Cavanaugh. Selectman Wadleigh, yes, Selectman Pearson, yes, Selectman LaPlante, yes, Selectman Dawson, yes, and Selectman Cavanaugh, yes.

At 8:25PM the Board resumed their regular meeting. At this time Selectman Dawson made a motion to seal the minutes of the non-public session, seconded by Selectman Pearson. Selectman Wadleigh, yes, Selectman Cavanaugh, yes, Selectman LaPlante, yes, Selectman Pearson, and Selectman Dawson, yes.

Selectman Dawson adjourned the meeting at 8:27PM.