Present: Selectmen Chair, Patricia Consentino, Vice Chair, Katherine Dawson, Selectman Peter Fogg, Selectman Joseph Jesseman and Selectman Jon Scanlon

Others: Joyce Fulweiler, Town Administrator, Tim Pearson, Finance Director, Gayle Bestick, Administrative Assistant, and Johnny Van Tassel, Public Works Director

Call to Order / Roll Call:
Selectman Consentino called the meeting to order at 1:00 p.m. All Selectmen present.

Non Public – Personnel
At 1:04 p.m. Selectman Consentino made a motion, seconded by Selectman Jesseman, to enter into a Non-Public session as per NH RSA 91-A:3, as it pertains to personnel matters. On a roll call vote, motion adopted unanimously.

At 1:35 p.m., Selectman Consentino made a motion, seconded by Selectman Dawson to close the Non-Public Session, and Reconvene the Public Session. Selectman Jesseman made the motion, seconded by Selectman Dawson, to seal the minutes, as they pertain to personnel and public safety, permanently. On a roll call vote, motion adopted unanimously.

Acceptance of Donation(s):
With heartfelt thanks, Selectman Consentino, made a motion, seconded by Selectman Dawson, to accept an anonymous $1,000.00, donation for the Tilton Senior Center. All in favor. Motion carried.

Selectman Consentino made a motion, seconded by Selectman Scanlon, to accept a very generous donation from Harvard University for the chipper for the highway department. Selectman Dawson declined to vote. Motion carried.

Approval of Minutes:
Selectman Consentino made a motion, seconded by Selectman Dawson, to bring the minutes of November 19, 2015, to the floor for discussion. After a minor correction, Selectman Consentino made a motion, seconded by Selectman Dawson, to accept the minutes of November 19, 2015, as corrected. Motion carried.

Christmas Lights:
There was a brief discussion of now being the time to purchase Christmas lights. It was decided an inventory would be taken of the current lights, and if any purchases were made, the lights should all be the same type and color. Selectman Dawson will research obtaining solar lights, from online. Selectman Jesseman made a motion, seconded by Selectman Fogg, to authorize spending no more than $300.00, for Christmas lights and the associated hardware. No further discussion. All in Favor. Motion carried.

minutes approved 01-21-16
Town Administrator Report (Joyce Fulweiler):
Legal update: Joyce reported the court had ruled in favor of the Town's Motion to Consolidate Gaudet’s 2012, 2013, and 2014 tax appeals; the hearing is scheduled in September 2016.

Joyce further reported on the following:

- **Health insurance**: All return of Health Trust’s return of contributions have been completed. Retiree payments will be through accounts payable. All open enrollment forms have been returned. There are no longer any employees on the Blue Choice 3T plan.
- **Employee manual receipt forms and safety policy acknowledge forms**: Still in the process of collecting all of the outstanding forms.
- **Audits**: Still working on the PLT - WC audit and NHRS audit for an employee.
- **Ernie’s**: Still closing out EPA Grant and CRDC grant.
- **Island trees**: discussion: Joyce reported the cost to remove the trees could be included in the 2016 budget, the Board concurred. There was a question of whether the town or contractor should remove the material. Selectman Consentino mentioned, based on past experience, employees could use the material, therefore, have Highway remove the material. Selectman Dawson will work with Joyce to send out the RFP’s to include officially notifying Northfield. A maintenance program will be included in the RFP. The Board concurred.
- **Life insurance**: Joyce explained that since 2004, the excess life insurance benefit the town provides over $50,000 is a taxable fringe benefit. The employee is taxed on the premium amount which is .18 cents per thousand of excess benefit. Benefit amount is 1 ½ times the employee's annual salary. Maximum of $150,000. The Board was in agreement that a reminder notice should be given to each full time employee that the tax is applied in December of each year.

Chief's Report (Robert Cormier):
The Chief reported the following:
**Calls for Service**: 379 with 8 arrests resulting from calls at McDonald's, Big Apple and traffic stops. Calls to date are 10, 247 in our system which is up from 9,780 in our IMC last year. Belknap Dispatch will be sending a year end total this week.
**Major Crimes**: Detectives are working on a couple of new cases and will covering patrol schedules this week.
**Training**: Hosting the Alice Training on the 11th and 12th at Tilton School.
**Fleet**: No issues this week. All front line cars have snow tires, ready for the storm. The 6D is finished, Sgt. Morrison will be using it for the first couple of weeks.
**Building**: Received three quotes on the flooring project. Kitchen materials have been delivered.
**Expenditures this week**: Lowes for kitchen area $1,687.00
**Events**: none this week

The Chief provided the Board with flooring quotes from Home Beautiful, ADF Flooring, and Home Lock Construction. There was discussion of ceramic tile in the lobby being a bad idea. After further discussion of the flooring material, Selectman Consentino made a motion, seconded by Selectman Jesseman to accept Home Beautiful’s pricing (no ceramic tile) for the lobby, administrative area, and stairs, and administrative bathroom for the total price of $3,249.50. Motion carried with 4 ayes. Selectman Dawson declined to vote. The Chief will obtain the contractual agreement.
Selectmen’s Report:
Selectman Consentino announced there would be a public hearing in Belmont on January 6th at 5:00 p.m., regarding the aquifer.

Northern Pass: Public hearing scheduled on January 14th at 6:00 p.m. at Opeeche Inn, in Lakeport. The Board decided to hold their meeting on Wednesday, January 13th so those who wanted, could attend the public hearing.

Joyce reported that she received a voicemail message from Ryann Despins at the High School confirming that we can set up in the gym at 2:30 p.m. on Monday, February 8th for the primary election the following day.

Selectman Scanlon reported the Conservation Commission had seeded the park and put the gate across at Salmon Run.

Department of Public Works Report (Johnny Van Tassel):
Selectman Consentino opened the following sealed bids received for the sidewalk repairs needed between Park Street and the Mill building:
- R&D Paving - $11,610
- Pike - $13,780
- GMI - $11,210
- Chambers Asphalt - $7,950
- Porter Paving - $7,866

Since the RFP (request for proposal) was written so everyone bid on the same items, Selectman Dawson made a motion, seconded by Selectman Scanlon, to hire Porter Paving at $7,866.00. No discussion. All in favor. Motion carried.

Johnny continued updating the Board on his plans to repair Birch, Westwood, and Ridge roads. He talked about starting in 2016 repairing the streets in the village area by milling and repaving, anticipating completion in 2017 & 2018. Selectman Scanlon questioned who was responsible for the easterly entrance near Cumberland Farms...in the driveway/sidewalk section where there is a huge pot hole. It was suggested Johnny speak with the manager, have the Chief go along, and make plans for the repair.

Selectman Dawson raised the question of whether a figure had been decided on for the sidewalks, which were to be combined with the roads and bridges reserve fund. Discussion: which sidewalks were the worst, which ones could be just patched and or rebuilt or should be replaced. Winter Street could be patched for now; however; until the State fixes their issue of the water drainage...after further discussion which included warrant articles, encumbering, and raising and appropriating funds, it was decided Joyce and Johnny would come up with a plan for the monies needed for the sidewalks in by the operating budget and/or writing the warrant articles.

Non Public - Personnel and Acquisition of Property
At 3:22 p.m. Selectman Consentino made a motion, seconded by Selectman Jessemian, to enter into a Non-Public session as per NH RSA 91-A:3, as it pertains to personnel matters. On a roll call vote, motion adopted unanimously.
At 4:45 p.m., Selectman Consentino made a motion, seconded by Selectman Fogg, to close the Non-Public Session, and Reconvene the Public Session. Selectman Consentino made the motion, seconded by Selectman Fogg to seal the minutes, as they pertain to personnel and public safety, permanently. On a roll call vote, motion adopted unanimously.

**Finance (Tim Pearson, Finance Director):**
Tim distributed the most updated version of the budget with the updated expenses. He reported the Board had made a salary change, to include fica, medicare, NHRS. Land Use, Tim will correct the professional consulting line which increased, for a total of $2500. On the back page, Tim noted the encumbrances. Selectman Consentino reported there was an addition in the amount of $7,866.00, for the repair of the sidewalk from Park Street to the Mill building. She confirmed the total encumbrances of $55,900.00, however; mention was made that the Island Trees would not be done this year. Tim deducted $2,000 for the Island Trees changing the total encumbrances to $53,900.00.

Tim reported the comp time balance had been paid and closed out; cash balances were good, and collections strong.

Selectman Consentino noting it was the last meeting of the year, sent a special thank you to Joyce and Tim for their efforts and support! She wished the incredible staff/employees, a happy and safe new year.

**Adjournment:**
With no further business to come before the Board, Selectman Consentino made a motion, seconded by Sel. Dawson, to adjourn. All in favor. Motion carried. Meeting adjourned at 5:10 p.m..

Next meeting: January 7, 2016, 4:30 p.m.