Present: Selectman Chair, Katherine Dawson, Selectman Patricia Consentino, Selectman Peter Fogg, and Selectman Ashlee Saint John.
Others: Joyce Fulweiler, Town Administrator, Tim Pearson, Finance/IT Director, Chief Robert Cormier, Gayle Bestick, Administrative Assistant, and any others not mentioned.

Call to Order:
Selectman Dawson called the meeting to order at 4:45 p.m. Selectman Scanlon absent. The Pledge of Allegiance was performed. Selectman Saint John arrived shortly after.

Approval of Minutes:
The Board reviewed the minutes of October 5, 2017. Selectman Dawson moved, seconded by Selectman Fogg to accept the minutes as amended. All in favor. Motion carried. Selectman Consentino abstained as she was absent from the meeting.

Budget Discussion (Finance/IT Director Tim Pearson):
Mr. Pearson reported the budget had been updated including all expenditures. He discussed the following items:

- Health insurance rates decreased 6.2% decrease, roughly $33k across the board.
- IT Budget: The Chief agreed to withdraw the evidence module from the budget, unless he finds another way to purchase either by donation or in his 2017 budget by the end of the year. The Chief would come to the Board for approval in either case.
- DPW: slight reduction in part time wages.
- The electric rates may decrease 5%. The street lighting is included with Highway’s budget.

Selectman Dawson suggested the PD night patrol pay attention to and report any street light outages.

- Sanitation: Pinard has informed us of issues of recycling being rejected across the Northeast causing a ripple effect in terms of the cost related to single stream recycling. Tim reported the cost per ton for recycling is $317/per ton; Solid Waste is $202 per ton - Price per ton is in the collection cost.
- Recreation: Outside Agencies note - the Budget committee voted not to fund if they don't show for their appointment - they'll have a week to reschedule.
- Pemi Youth Center: submitted a request for $4,875.00; see the Alternative Recreation line.

Tim reviewed the Estimated Revenues. He noted Building permits were unpredictable; Motor Vehicles is much more predictable knowing which months are heaviest for registrations. Bottom line, forecasting is just about the same, slightly higher for this year.

In summary, Tim noted the Budget is going up 4.6%. When factoring in the difference in warrant articles year to year, there is an overall appropriation increase of 1%, which does reflect $145k of debt payments for Business Park Drive.

Tim confirmed we would be using the same company as last year to print the town reports.
Selectman Consentino recommended planning ahead for the new own Administrator hiring, i.e., consultant fee to search, advertising, and wages. Tim explained the lines reflect the upcoming changes, however; the consultant fees have not been included. Selectman Consentino also asked for the estimate for the pointing of the Town Hall building. Joyce will obtain.

Tim confirmed the changes to the Moderator lines noting no rate change, however; there are 3 elections in 2018. He also noted an increase of the seven stipends for the budget committee.

With no further discussion on the budget, Selectman Dawson suggested the Public Works Director and Chief Cormier be present at the next meeting to finalize their budgets.

46:16 into the movie

Finance Report (Tim Pearson):
- TAN Borrowing Request - signatures required.
- DRA MS-535 Financial Report - signatures required. Tim explained the report is required for tax rate setting purposes. It is the 2016 audited figures organized in DRA's Municipal Services format.
- DRA MS-434 Estimated Revenues completed, ready to be reviewed with DRA Auditor.
- Evans Fuel source - FYI: Evans Mart is being sold. Tim requested switching from Evans to Wex, Inc. After a brief discussion, Selectman Dawson moved, seconded by Selectman Consentino to authorize the Finance Director to execute any paperwork required to switch our fuel supplier from Evans to Wex. All in favor. Motion carried.

Other:
There was a brief discussion of scheduling the two dispatch candidates to come before the Board before they are officially hired.

1:03 into the movie

Town Administrator (Joyce Fulweiler):
Joyce reported Executive Councilor, Joseph Kenney had stopped by for a visit. He would like to come meet with the Board in the near future, the public will be invited. Joyce was happy to report the Primex renewals went down. She noted open enrollment begins November 1st and during the month of December, the non union members can make changes to their insurance options.

Selectman Consentino raised a matter of the sewer employee being on the 2005 employee benefits. Selectman Dawson stated the Sewer Commission is a separate governing body, with the position being funded differently. Joyce mentioned the programs and services the town's employee manual offers, are the same offered to that position. She stated things change now that all the debt service is spread out over the tax base of the town. Selectman Consentino noted back in 2005, employees were not contributing to their health insurance, where now in 2017, they are contributing weekly toward their insurance. After a brief conversation, it was suggested to take this matter back to the Sewer Commissioners for further discussion.

Joyce spoke briefly on the tax deeding process she discussed with the Attorney Prosecutor and is prepared to go forward with the Writ of Possession on the 26th as scheduled.

Joyce touched on the recycling materials issue mentioned earlier, noting no increase from Pinard at this time.
United States Census for 2020: After Joyce explained the requirement of a signed certification form of confidentiality for each person completing the information, and the information provided being eliminated, it was decided to have the Attorney Prosecutor review the requirements.

6:24 p.m.  (1:37 into the movie)

Selectmen's Reports:
Selectman Consentino:
- Vicy Virgin Food Drive is Saturday from 9:00 a.m. to 3:00p.m at Market Basket.
- School Superintendent Tammy Davis will be retiring at the end of the school year.
- Senior Center Pancake Breakfast at Applebee's, Saturday October 28, 2017 beginning at 8:00a.m.
- Downtown Halloween: Friday, October 27th beginning at 4:00p.m. The Chief will obtain prizes for the businesses and get the McDonald's cards.
- Police Station Study Committee: Selectman Consentino reported the committee had unanimously voted for Lot 15. The committee asked that the Board send out for an appraisal on both lots. Joyce reported she had talked with an appraiser, Bill McLean, who would be able to complete both properties for $1,000.00. After a brief discussion and time being a factor, Selectman Dawson moved, seconded by Selectman Fogg to hire Bill McLean to do the appraisal(s) on the two properties on Business Park Drive, for the $1,000.00. All in favor. Motion carried.

Note: Tim to contact Sealite for first refusal on Lot 6, then start negotiation with owner of Lot 15.

Selectmen's Reports continued:
Selectman Fogg:
- Amnesty Week is underway.
- Traffic Light at Park Street and West Main: sending Bill Lambert letter to determine if it is based on volume or timer.

Selectman Saint John:
- A concern the Winter Street Construction workers have no porta potties.
- Pemi Youth Center opened Monday. Plans for a ribbon cutting ceremony with the Board of Selectmen present. Date and time to be determined.
  - Need for crosswalk from the school to the Youth Center's building. The State needs to be notified.

Selectman Dawson:
- FYI - with the new housing standard ordinance in place, the housing inspections have been ongoing since June. Selectman Dawson recently received a letter from an attorney challenging the right of the Health Officer to enter certain residential units. She plans to have the attorney/prosecutor review and offer a reply.

Non Public Session:
At 6:58 p.m. Selectman Dawson moved to enter into a Non-Public session as it pertains to Consideration of the acquisition, sale or lease of real or personal property which, if discussed in public, would likely benefit a party or parties whose interests are adverse to those of the general community. On a unanimous roll call vote. Motion carried.

At 7:08 p.m., Selectman Dawson reconvened the meeting and sealed the minutes as they pertain to acquisition. On a unanimous roll call vote. Motion carried.
West Main Street sidewalk: Selectman Consentino received a call with a question why concrete wasn't being used to repair the sidewalk. After a very brief discussion, it was agreed an estimate could be obtained.

Adjournment:  
At 7:13 p.m., with no further business to come before the Board, Selectman Consentino moved, seconded by Selectman Fogg to adjourn. All in favor. Motion passed.

Next Meeting: October 26, 2017, at 4:45 p.m.