

Selectmen's Meeting Minutes August 22, 2016

7:00 pm Meeting called to order by Board Chair, Jack Esposito. Also in attendance were Selectmen Jim Whipple and John Quinlan.

Town Clerk, Belinda Yeaton came before the Board to discuss Record Retention. She told the Board that the State recognizes the Town Clerk as the Record Keeper for the Town. She asked that the impending building renovations include plans for proper record retention. The Board agreed.

Yeaton also asked the Board if they were happy with the posted hours for the Clerk's office. She has been thinking of adding another night to the schedule as there are hardly any customers during the morning hours, but the nights are fairly busy. This would be in addition to the current schedule.

The Board agreed that, if hours were to be extended, an extra night is the way to go. Esposito cautioned Yeaton to make sure she adds the extra hours into the proposed 2017 budget so that the voters could decide in March.

7:15 pm Al Smith, representing the Mont Vernon Congregational Church, came before the Board with the updated drawings of the plan to address the drainage issues at the church. The Selectmen reviewed the new plan by Meridian Land Services and were amenable to them. Smith said that there may be some grading on the Town's property, but if there is they will restore it and replant the grass.

7:25 pm Dick Desroches of the McCollum Building Committee came to ask if he should advertise the job of painting the shutters (7 sets). Board agreed.

7:30 pm Bill McKinney, Chair of the FUTB Committee brought in the reworked contract from CP Williams, the firm hired by the Board to conduct the 3 building studies. After a lengthy discussion, Quinlan motioned, seconded by Whipple, to accept the contract submitted by Christopher P. Williams Architects, PLLC dated August 21, 2016. All in favor. This project includes but is not limited to: review structural conditions, mechanical and electrical systems for the existing buildings, and preparing alternative design concepts for each of up to three buildings. Board signed the contract.

8:25 pm Bill McKinney, also the Chairman of the Planning Board, requested David E. Hall be named as an alternate to the Planning Board. Quinlan motioned, seconded by Whipple to appoint David E. Hall as an alternate member of the Planning Board. All in favor.

8:30 pm Housekeeping items:

- Board reviewed and signed checks and manifest.
- Board reviewed and signed the Primex "Cap" program that caps the increase that can be charged for our insurances over the next 3 years. Primex holds the Town's Unemployment, Workers Compensation and Property Liability insurance policies.
- Board reviewed and signed a journal entry for a bad check received.
- Board reviewed and denied an elderly exemption because of lack of back up.
- Board reviewed minutes from 8/8. . Quinlan motioned, seconded by Whipple to accept the minutes of August 8, 2016. All in favor.

8:40 pm Quinlan motioned, seconded by Whipple to adjourn. All in favor.

Respectfully Submitted,
Laurie M. Brown