

Selectmen in attendance: C. Iino, F. Dudek, L. Annino, Jr.

Visitors: Finance Director R. Regolo, Road Foreman W. Adametz, BOF members M. Couture and S. O’Connell Arrived at 7: D. Adametz, G Celmer, R. Rimmer, C. Anderson, S. Hynes, Residents R. and M. Sassi

[Note: Board of Finance suspended regular 7:00 meeting to attend a portion of this meeting.]

1. The meeting was called to order at 6:02 p.m. The Pledge of Allegiance was recited.
2. Approval of minutes: January 25, February 4

**Motion by Annino, second by Dudek to approve the minutes of January 25, 2016, amended as follows: Voting in favor: Iino, Annino Abstaining: Dudek Motion carried.**

**On page two, p. 2 , Item 8, the entry should read “The Grand List is almost in”.**

**Motion by Dudek, second by Annino to approve the minutes of January 25, 2016 as written. Motion passed unanimously.**

3. Refunds and abatements

**Dudek moved, seconded by Annino, that the BOS approve the following refunds and allow them to take their normal course. Motion passed unanimously.**

Name	Address	Amount	Reason
1. Thomas F. Smith 3 <sup>rd</sup>	64 Gilbert Rd	\$47.51	Overpayment COC#06596M
2. CAB East/Ford Credit Pers. Prop.	PO Box 67000	\$368.00	Overpayment COC#06556M
3. CAB East/Ford Credit Pers. Prop	PO Box 67000	\$269.33	Overpayment COC#06571M
4. Frances M. Ginsberg	218 Hope Valley Rd	\$690.89	Overpayment
5. Hyundai Lease Titling Trust	400 MacArthur	\$126.82	Overpayment COC#06595S

4. Appointments:

**Motion by Iino, second by Annino, to appoint Richard T. Otto (R) to Energy Task Force for a term ending December 31, 2016.** There was very brief discussion about the active status of the committee . Motion passed unanimously.

5. New Business

A. Through-town events: Closer to Free ride, Tri-State Trek

**Motion by Iino, second by Annino to authorize the Closer to Free Ride benefitting Smilow Cancer Hospital to pass through town on the submitted route on Saturday, September 10 , 2016. Motion carried unanimously.**

**Motion by Iino, second by Annino, to authorize the Tri State Trek benefitting the ALS Therapy Development Institute to pass through town on the submitted route on Saturday, June 25, 2016. Motion carried unanimously.**

B. Engineering intern

Annino reported that he is working with the chair of the Engineering Department at UNH to find an intern to support the town’s preventive maintenance program and supplement the road survey work being done by our town engineer.

5C. Request to purchase town property (lot 21-03 OS): A resident has approached the town in hopes of purchasing a town-owned parcel of land south of Route 148 near Roast Meat Hill Road. The parcel is designated open space. Further review is required.

6. Highway Foreman 16/17 Budget Request

Road Foreman presented complete 16/17 budget request, and discussed changes in the following budget lines:

A. HIGHWAY:

**Wages** – Foreman is requesting 2 additional employees at an estimated cost of \$84,000. This does not include the cost of employee benefits.

**Snow Removal** – The requested increase reflects the town’s 5-year average. It doesn’t reflect the fact that we may add an additional 2 new employees, which should reduce the cost of outside contractors for snow removal. Foreman anticipates higher cost for salt.

**Highway Other** – Greatest changes in budget included: \$16,800 reduction in “Road Sweeping”; \$45,000 increase in “Spot Paving & Curbing.” \$5,000 increase in “Roadside mowing;” \$5,000 in “Hired Equipment.” There was a brief discussion about how adding staff should reduce need for outside contracting and therefore the Highway Other budget might be reduced. Board ask foreman to provide further analysis to support his request for additional personnel and where the corresponding offset in expense or savings would be.

B. Transfer Station: Line items were reviewed. Wage Increase in supervisor and attendants wage follow union increases. Bulky waste disposal increases reflect increase in tipping fees for tires. Brief discussion about options for tire disposal followed.

C. Cemeteries: Bid is out for Cemetery Care, grant for maintenance is in place.

**[At this point the Board of Finance joined the meeting]**

D Capital Request: Adametz went through list of requested equipment and proposed road projects. Brief discussion about lease vs purchase, described new equipment that will expedite projects like backfilling. Foreman is looking for opportunities to share equipment with other towns. BOS discussed the merits of buying used trucks vs. replacing trucks early for better resale – foreman supports the former, and is hoping to purchase a truck that had been traded in by the town of Chester. BOS reviewed the truck specifications and questioned where these purchases fit into multi-year capital plan.

E. 15-Year Capital Improvement plan: See above. BOS emphasized the importance of making sure purchases are planned for far in advance, and of sticking to the plan each year.

7. Continued general review of 16/17 budget requests: This item was tabled.

8. Budget priorities discussion with Board of Finance

lino related the following budget priorities to the Board of Finance:

1. The immediate capital plan is in line with the findings of the road survey. BOS will continue to review and make decisions about next steps. Annino added that the BOS was pleased with these findings. The roads are in better shape than they had anticipated, and if the town continues to be diligent about maintenance, it should be able to meet long term goals.

2. BOS intends to maintain adequate reserves in the midst of uncertainty. The grand list will be flat, and state aid is uncertain. The town needs to be able to withstand these changes, as well as any unfunded mandates on the horizon, without putting undue strain on taxpayers.

3. Dudek noted that the town needs to keep with "Wants vs Needs" in mind when planning for the replacement of trucks, fire equipment, buildings, etc. If the grand list is flat, the budget should be as well.

4. BOF member O'Connell asked whether or not the town should again bond for some of these projects on the plan while rates are relatively low. Annino responded that the road survey tells us we may not have to, that roads can be maintained on schedule with the 15-year plan. The bigger concern is the school budget. Both the BOS and the BOF are concerned that the district is not planning and adequately saving for major capital expenditures.

Board of Finance re: budget priorities:

1. Celmer asked for a "wants vs needs" accounting regarding town infrastructure, specifically the modular addition to the Town Hall and upgrades to the Transfer Station. lino responded that now that the EOC is done, building committee will assess the modular and make recommendatons. RE: transfer station, modest upgrades are already completed and a new compactor is in place. No immediate need for a new transfer station.

2. There was brief continued discussion of raising the mil rate, bonding for road work, capital planning and infrastructure maintenance. All members of both the BOS and BOF agree on the importance of maintenance and planning and saving for capital expenditures.

**[THE BOF left this meeting at this time 7:50]**

9. Old Business

A. RFP for Library Siding: This RFP to replace the siding is being reissued with very minor changes. Product specifications have been slightly modified to elicit more consistent bids.

**Motion Dudek, second by lino, to issue the REQUEST FOR PROPOSALS FOR the KILLINGWORTH LIBRARY EXTERIOR VINYL SIDING PROJECT. Motion passed unanimously.**

B. VSECI lease: Town owns the property beneath the cell tower on the town campus. Since 1988, the town has leased the property to VSECI, which constructed the tower and in turn leases space on it to the cellular companies. VSECI's lease with AT&T runs through 2018 while Valley Shore's lease with the town has expired. lino proposed renewing the lease with Valley Shore and adding a clause that would automatically renew the lease for 10 years, unless the town

wishes to terminate it. Annino proposed an automatic one-year renewal with a right of termination. Dudek reviewed the history of the lease. Iino agreed to review the suggested lease corrections with town attorney.

10. First Selectwoman's comments

Iino shared a letter from the Department of Justice citing a complaint regarding referendum voting practices, in towns and cities throughout the state, which allegedly discriminate against people with disabilities. Killingworth complies with procedures mandated by the Secretary of State, as do most towns. CCM recommends that the towns send a joint letter of response. Town attorney agrees.

11. Selectmen's comments: None

12. Executive Session: Personnel

**Iino moved , seconded by Annino, to go into Executive Session at 8:07. Motion passed unanimously.** The BOS came out of Executive Session at 8:28.

13. Adjournment: **Motion to adjourn by Annino, seconded by Dudek, at 8:29 p.m. Motion passed unanimously.**

Respectfully submitted by Elizabeth Doyle Disbrow on February 11, 2016.