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APPROVED
TOWN OF PELHAM
BOARD OF SELECTMEN - MEETING MINUTES
August 27, 2019
APPROVED – September 3, 2019

CALL TO ORDER - approximately 6:30PM

PRESENT: Mr. William McDevitt, Mr. Doug Viger, Mr. Hal Lynde, Ms. Heather Forde,
Mr. Kevin Cote, Town Administrator Brian McCarthy

ABSENT: None

PLEDGE OF ALLEGIANCE

APPOINTMENT - Monica Hurley, Corcoran Consulting (Town's Assessing company) and Sue Snide, Assessing Assistant – Statistical Update for the Computer Assisted Mass Appraisal ('CAMA') assessing database and the Board of Selectmen to approve the final Town property value numbers

Ms. Hurley discussed information she provided to the Town in October 2018 that indicated Pelham would need a town-wide update for the 2019 tax year. She explained the reason was the assessment to sale ratio was at 88.1%; the New Hampshire Department of Revenue requires assessments to be between 90%-110% of market value. She noted by July 2019 the overall median assessment sale ratio had fallen to 82%. Ms. Hurley indicated that the market in Pelham was increasing .66% per month. The last full revaluation was in 2016 and the next was due in 2021; however, given the values have fallen below the 90% mark, the values need to be updated. She reviewed the recent sales statistics. The tables in the CAMA system have been updated to reflect the studies that had been conducted. The list of sales used for the studies will be posted on the Town website for the public to review. It was noted that the Vision Appraisal database would be updated within the next two weeks. Residents are welcome to come into the Assessor's office and print out their new property card and ask questions about the process and new value.

Mr. McDevitt asked Ms. Hurley to discuss how taxes would be affected. Ms. Hurley explained an increase in assessment didn't mean there would be an increase in a property tax bill. She informed there would be a press release posted on the Town website explaining the process to residents. People will have an appeal process if they don't like the value that came in. Ms. Hurley noted the new value is reflective on market value. Mr. Cote understood that the 'assessed value' was driven by a period of sales in the Town. Ms. Hurley noted if in the future the assessments increased to 120% of market value, they would need to do another update to lower values. She noted an update to lower values was done in 2009.

Mr. Lynde wanted to know the equalization ratio between 2018 and 2019. Ms. Hurley replied the final equalization ratio in 2018 was 88.1%; the current ratio (with the update) is 97%. She said if they had done nothing this year the ratio would have been at 82%. Mr. Lynde asked about commercial listings. Ms. Hurley replied they had 2-3 smaller commercial properties; the update considered area sales.

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Mr. Lynde questioned if there were any adjustments in commercial property values. Ms. Hurley answered yes; they were increasing approximately 13%.

Ms. Hurley told the Board she left books with the new values listed (by location). She was looking for approval to move forward with the values for 2019.

Mr. Lynde wanted to know the 'actual' increase in valuation, regardless of the equalization ratio between 2018 and 2019. Ms. Hurley replied currently it was preliminary at a 12% overall increase, or \$212.9 million (not including the utility property update).

**discussion continued after public hearing – see below*

PUBLIC HEARING: The second of two public hearings regarding a proposal to purchase approximately 0.48 acres of the 10-acre parcel defined as Map 40 lot 6-159. This 0.48 acres will provide trail connectivity between two Town owned parcels. The purchase price is \$15,300 and the funds will come from the Conservation Commission's Land Use Change Tax fund. The parcel is to be acquired as conservation land.

Conservation Commission member Al Stewart came forward and provided a brief summary of the information provided during the previous public hearing. The acquisition of the property would allow connectivity of Town parcels and will allow the continuation of the existing trail system. The purchase price is \$15,300.

The Board had no additional questions, given it was the second hearing on the proposal.

Mr. McDevitt opened the hearing to public input. No one came forward.

APPOINTMENT CONTINUED

Monica Hurley, Corcoran Consulting (Town's Assessing company) and Sue Snide, Assessing Assistant

Mr. Lynde wanted to know how much Town property had increased without the revaluation. Ms. Hurley replied if they hadn't done an update, there were 106 new buildings put on the assessment between 2018-2019, which brought in an extra \$31.3 million in new construction.

Mr. Cote understood the State required the assessed values to be between 90%-110%. Ms. Hurley stated that was correct. She explained the median for the Town in relation to the assessment to sale ratio should fall between 90%-110% of market value. She said in the event the market crashed and the Town ended up at 120% of market value, they would need to lower values to a minimum of 110%, but ideally, they would be at 100%. Based on their studies and what they've done the Town is at 97%. She noted if they had done nothing the Town would have been at 82%; the State would have stepped in.

Mr. Lynde saw the listing was broken down by building types and wanted to know if there was an adjusted equalization ratio for each of them. Ms. Hurley answered yes; it gave them a general idea of where they needed to adjust base rates; they remain within 5% of each grouping.

Ms. Hurley asked that the Board vote to approve the values and update process. She said they would be the values used for the final 2019 tax bill.

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MOTION: (Lynde/Cote) To accept the findings of the property values from the Assessor (Corcoran Consulting) as presented.

VOTE: (5-0-0) The motion carried.

OPEN FORUM:

No one came forward.

MINUTES REVIEW:

August 13, 2019:

MOTION: (Lynde/Forde) To approve the August 13, 2019 meeting minutes as amended.

VOTE: (4-0-1) The motion carried. Mr. Cote abstained.

DISCUSSION

Board of Selectmen vote regarding a proposal to purchase two lots of approximately 4.62 acres and 12 acres, defined as Map 32 Lot 2-69 and Map 32 Lot 2-69-3 respectfully. Lots are located off Spaulding Hill Road. Parcels to be acquired for use as conservation land.

During two previous public hearings the Board heard a presentation given by representatives of the Conservation Commission and had opened discussion to public input. There were no additional questions.

MOTION: (Lynde/Cote) To approve the purchase of two lots of approximately 4.62 acres and 12 acres, defined as Map 32 Lot 2-69 and Map 32 Lot 2-69-3 respectively.

VOTE: (5-0-0) The motion carried.

Mr. Lynde pointed out that they had voted to purchase approximately 16 acres of conservation land that tied into abutting Town land making it contiguous.

Hobbs Community Center – Fashion Show

Mr. McDevitt informed that the senior center had a thrift shop that was recently renovated. As part of their grand opening they were planning a fashion show and were seeking volunteers to participate. The show will be held October 29, 2019.

PUBLIC HEARING: The first of two hearings regarding a proposal to adopt a Town Ordinance pertaining to the “Use of Town Fields, Parks and Facilities”

Mr. McDevitt stated at the recommendation of Town Counsel the Board previously discussed an ordinance pertaining to the use of Town fields, parks and facilities. Mr. McCarthy added Town Counsel wanted the Town to codify and create an ordinance that would give the Town ‘teeth’ regarding the use of parks and fields. He explained that the document being reviewed was derived from a policy that the Board adopted two years ago; the language was re-worked to fit in the format of an ordinance. Mr. McDevitt stated there was nothing surprising in the document; it had been standard operating procedure for a long time.

Mr. McCarthy reiterated the document was much like the policy; language had been ‘cleaned up’ and Town Counsel has provided review. He said in the event the Town had to take any enforcement action, Town Counsel felt the policy didn’t have what it needed, and an ordinance would be the right path to take. Mr. McDevitt noted the Board had reviewed the document extensively.

Mr. Lynde understood the language regarding ‘bounce house’ was influenced by the Town’s insurance carrier. Mr. McCarthy answered yes. The Town’s insurance carrier (Primex) has forbid the Town to allow bounce houses / rebounding devices on Town property.

Mr. McDevitt opened the hearing to public input. No one came forward. It was noted that the draft document was posted on the Town’s website for public review.

The public hearing was closed.

APPOINTMENT – Planning Director Jeff Gowan: MS4 project – Stormwater Management Program

Mr. McDevitt explained Pelham was being required along with other towns (as an unfunded Federal mandate) to have detailed information regarding the stormwater systems located in Town. It would be an ongoing program; all associated costs fall on the taxpayers.

Mr. Gowan came forward to discuss the Town’s stormwater management obligations. The Board was provided with a binder containing the Town’s SWMP (Stormwater Management Plan) which broke the program into many components (including descriptions, permitting process etc.). He told the Board he was confident that the information covered the Town as was required. He said the one missing piece (under Executive Summary) was a signed authorization from the Board of Selectmen. Mr. Gowan reiterated that the plan was a living document that would constantly be reviewed and updated as necessary. He noted the Town was in year two of the process that would end July 30, 2020. The program follows a calendar year and not fiscal year. Once the authorization is signed, Mr. Gowan will keep a copy of the binder in the Planning Department and provide copies to the Highway Department, Selectmen’s Office and Town Clerk’s office.

The Town’s website has a page dedicated to Stormwater and a copy of the program for review.

Mr. McDevitt read aloud the authorization page. He believed the Board was comfortable with the information given that Geo Insight (who had expertise with stormwater) had been hired to assist the Town with putting the program together.

Mr. Lynde assumed the wording contained in the authorization was dictated. Mr. Gowan answered yes; directly from the Environmental Protection Agency requirements.

MOTION: (Forde/Cote) To authorize Chairman McDevitt to sign the authorization (of the Stormwater Management Plan) on behalf of the Board of Selectmen.

VOTE: (5-0-0) The motion carried.

Mr. McDevitt signed the authorization. Mr. Gowan stated he would update the binders and online version. He noted when there were significant updates to the documents the Board would be asked to repeat the process so their signature (tonight) didn’t extend into future versions.

2020 BUDGET REVIEW

In anticipation of the Selectmen's final budget review/vote, Mr. McDevitt stated it would be a good time now to review budgets and raise questions/concerns. He stated they weren't voting on the budget tonight, but if there were to be any changes suggested, those changes should be implemented so when the budget was in front of them for a vote, they would have the current figures. He explained that the Board would run through the figures; they will have a discussion if anyone has questions/comments.

Assessor –

2019 Budget: \$222,213

2020 Request: \$205,848

Budget Committee –

2019 Budget: \$162

2020 Request: level funded

Mr. Viger questioned the need for binders/inserts/paper given the Budget Committee would be using tablets for budget review. Mr. McCarthy left the funding in the budget in the event there was a catastrophic failure with the new system. He said if all went well, he would most likely delete \$160 and leave \$1 placeholder. Mr. McDevitt suggested he delete the figure now and leave the \$1 placeholder since there was no indication there would be a problem. There was no objection by Board members.

Cable –

2019 Budget: \$136,838

2020 Request: \$141,337

Cemetery – (Independently elected body; the Selectmen don't vote regarding their budget)

2019 Budget: \$145,835

2020 Request: \$152,943

Conservation Commission –

2019 Budget: \$7,947

2020 Request: \$5,989

Debt Service Interest –

2019 Budget: \$113,477

2020 Request: \$96,999

Debt Service Principle –

2019 Budget: \$710,714

2020 Request: \$649,037

Elections –

2019 Budget: \$11,427

2020 Request: \$30,779

Emergency Management –

2019 Budget: \$8,644

2020 Request: level funded

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Fire Department –

2019 Budget: \$2,351,733

2020 Request: \$2,401,014

With regard to the SAFER Grant, Mr. Lynde saw the budget only showed the Town's amount paid toward the salaries for the four firemen, but not the full amount. He believed the salary line may need to be increased to show the actual salary and show the offset (to the salary) in the revenue line. Fire Chief James Midgley came forward and explained the Town's Finance Department had set up a separate account to draw out and replenish based on the actual amount FEMA gave the Town. He explained how the money was calculated through the separate account. He stated it wasn't shown as revenue; it was a constantly revolving account.

Priority supplemental request: 1) Replace Engine 1 - \$630,000 and 2) hydraulic rescue tools on pumper truck.

Mr. McDevitt summarized the backup information that supported the request for engine 1.

Mr. Cote questioned if the engine was sent out to other towns. Chief Midgley answered yes; all the engines were part of mutual aid. He noted the vehicle was currently out of service; it had a catastrophic failure of one of the valves. He described the problems with the vehicle. Mr. Cote asked the estimated cost to fix the vehicle. Chief Midgley replied it would cost approximately \$100,000. He stated they had been offered between \$2,500- \$10,000 as a trade value through the bid process. He explained for fire apparatus to have a 'restoration' it had to be returned to the factory for disassembly and reassembly which was expensive labor hours.

Mr. McDevitt inquired if the vehicle could be leased rather than purchased outright. Mr. McCarthy told the Board he was researching and received one quote to date. He said the idea would be to have the vehicle on a ten-year lease (approximately \$79,000/year). He said at the end of the lease the Town would purchase the vehicle for \$1, similar to the lease process with the Police vehicles that had been very cost effective. He noted when they transitioned to lease vehicles the budget lines for fuel and maintenance showed a decrease of approximately 30%. Mr. Cote asked if the cost for the leased vehicle would include the maintenance. Chief Midgley answered no. He pointed out most vehicles come with a number of different warranties, so items were covered.

Mr. Lynde reviewed the flaws and problems with the existing engine and saw there was rusting in the frame area. Chief Midgley replied the frame was steel; the current vehicles they were reviewing were stainless steel.

Mr. McDevitt asked that the Board be provided with lease figures prior to the budget vote. Mr. McCarthy stated he was currently looking at leasing companies to compare numbers. Mr. Lynde assumed there would be a warrant article to specify the 10-year lease and appropriate the \$70,000 for the current year. Mr. McCarthy stated it would be a lease program similar to the (municipal building) boiler project.

Mr. McDevitt then read aloud the backup reasons for the second request for hydraulic rescue tools. He suggested waiting to see what the department's budget looked like at the end of the year to see if there is funding for the item this year rather than putting in next year's budget. Chief Midgley reminded the Board they previously discussed the fact that the department had portable Motorola radios that would not be serviceable after December 31st this year. He said they might be able to find parts; however, the company had stopped production on the screens. The department sends approximately five radios per

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year to be fixed. Mr. McDevitt stated at the time of the vote the Board could consider inserting \$45,000 into the new equipment line.

Health Officer –

2019 Budget: \$45,766

2020 Request: level funded

Health Services –

2019 Budget: \$73,500

2020 Request: level funded

Highway –

2019 Budget: \$1,537,224

2020 Request: \$1,619,328

Highway Agent Frank Ferreira came forward and informed the Board that the Highway and Transfer Station's contract with Comcast had expired and they would have an increase of \$30/month; the budget line for both departments would reflect an increase \$360. Cable Coordinator Jim Greenwood came forward and explained in 2017 the Highway Department, Transfer Department, Senior Center and Town Hall renegotiated with Comcast to get high-speed internet for business. He said the contract must have had a promotional component for two years which ended in July. He believed they could probably negotiate with Comcast and reduce the cost. Mr. McCarthy noted he was in communication with Town Counsel regarding the contract. The increased costs would be included in the appropriate budgets; if there is a different figure negotiated, the budgets will be adjusted accordingly with the Budget Committee.

Priority supplemental request: two full-time employees.

Mr. Lynde asked if having one employee this year and one next year would work. Mr. Ferreira answered yes; anything would help the department. Mr. McDevitt stated he could support one this year based on the department's needs and the Town's growing needs for work to be done. Mr. Ferreira explained to the Board that there was a lot more work in the summer than in the winter. Mr. Lynde asked if the employee could be added into this year's budget. Mr. McCarthy wanted to review the third quarter numbers. He will run a revenue/expense report to see where they were at; however, he felt it might be tight this year since they didn't know what would come during the last months of the year. Mr. McCarthy noted the cost wasn't simply the salary, there would be increases in other areas as well such insurance and retirement.

Mr. McDevitt suggested adding one employee into the budget, so the Board had a real number to vote on. There was no objection at this time. The Board may wish to reconsider based on year end information.

Transfer Station –

2019 Budget: \$712,494

2020 Request: \$848,960

It was noted that the Comcast cable line would be increased \$360 (similar to the Highway Department budget).

Priority supplemental request: Increase the Administrative Assistant hours from 32-hours to 40-hours. The assistant serves both the Highway Department and Transfer Station. Mr. Ferreira explained he

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needed the additional assistance. Also, once the new garage is constructed it will have a main office that should have someone there five days per week for the public. He believed it would be difficult to have a public works department only open four days per week. Mr. Lynde confirmed the position was already covered by insurance, etc. Mr. Ferreira answered yes. He noted the position would increase eight hours per week. Mr. McDevitt had mixed feelings about increasing the position given there were multiple departments with the same request, and they all made a good case for an increase. The other Board members felt the position should be increased. The increased hours were added into the budget.

Human Services –

2019 Budget: \$93,040

2020 Request: level funded

Legal –

2019 Budget: \$97,500

2020 Request: \$95,000

Insurance –

2019 Budget: \$2,590,049

2020 Request: \$2,579,929 (placeholder)

Library – (Independently elected body; the Selectmen don't vote regarding their budget)

2019 Budget: \$443,838

2020 Request: \$521,696

Parks & Recreation –

2019 Budget: \$252,773

2020 Request: \$257,788

Priority supplemental request: 1) increase of \$1/hour for lifeguard salary, 2) \$600 for porta-toilet at the back of Muldoon Park (\$60/month for ten months)

Parks and Recreation Director Brian Johnson explained they were struggling to find lifeguards based on competitive salaries of surrounding communities. Mr. Cote questioned if lifeguards were primarily present during summer camp. Mr. Johnson stated they were employed for ten weeks; six of which was during summer camp. There are four guards on duty during camp hours. There was no objection to increase the lifeguard salary \$1 per hour.

Mr. Johnson told the Board that the porta-toilet would support the playground, disc golf course and rear playing field. Mr. Cote inquired if there were any additional charges. Mr. Johnson replied the monthly \$60 included weekly cleaning. There was no objection to including the \$600 in the budget.

Planning Department –

2019 Budget: \$409,591

2020 Request: \$445,108

Planning Director Jeff Gowan came forward. Mr. McDevitt wanted to know what the 'specials' line included. Mr. Gowan replied the line included the MS4 compliance. He described the work that was required to be done during the upcoming phase. He was looking to cut costs during the process by having a staff person spend time in the field with the Geotech technicians to learn/understand the requirements. In going through the stormwater plan, Mr. McDevitt saw numerous references to 'Planning Director' and 'Planning Department' in its implementation. He was concerned and

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questioned if they had enough staff to deal with the program. Mr. McCarthy stated they needed to hire someone. He commented that Mr. Gowan had other responsibilities that were greater than him being in the field. He said during initial discussions they knew at some point they were going to have to hire someone to handle the MS4 requirements. That person will report to Mr. Gowan.

Mr. Cote inquired how many hours per week would an additional person be required and suggested possibly having an intern assist. Mr. Gowan said he would explore the option of hiring an intern. He said it would be nice to hire someone to oversee a lot of the tasks associated with MS4. Mr. McCarthy added there would also be a Highway Department component to the position. He suggested they put together more information and create a mock job description to give the Board an opportunity of what they were looking for. There was a brief discussion regarding the requirements to be performed. The Board had no objection to Mr. McCarthy and Mr. Gowan putting figures together for a staff member.

Mr. Cote questioned if there was an option to hire out the work. Mr. Gowan replied they could hire out some components. He said there were different kinds of interns and they will review all avenues. Mr. Cote understood as the Town grew the responsibilities would also grow with it. Mr. Gowan stated that was correct.

Mr. McDevitt wanted to know who was integrating the MS4 requirements into the Site Plan Regulations. Mr. Gowan replied it would fall to him and the Planning Board to put something in front of the voters.

Police Department –
2019 Budget: \$3,062,244
2020 Request: \$3,195,795

Priority supplemental request: Implementation of body-worn camera program. 20 body cameras and 9 panoramic dash cameras (\$97,820), cloud-based server hosting (\$16,000), video clerk (20 hours per week) (\$22,500).

Police Chief Joseph Roark came forward to discuss the request.

Mr. Lynde questioned if there would be a warrant article. Mr. McDevitt believed if they were to support the request it should go into the budget. Mr. Viger recalled after the initial presentation (during a previous Selectmen meeting) there was an article in the newspaper regarding privacy issues and difficulties with officers turning the units off. He asked if there was specific training to understand compliance or if there remained 'holes' in the usage because the technology was still fairly new. Chief Roark believed Mr. Viger was describing policy breakdowns. He explained in a private setting if someone doesn't want to be audio/video recorded the officer would have to turn the unit off (including dashboard cameras). He stated his department would have contemporary policies for when it was appropriate to turn the unit off and when it wasn't.

Mr. McCarthy inquired if CALEA had a standard for the program. Chief Roark didn't believe that there was a specific standard to have body cameras but there are sample policies that are CALEA approved.

Mr. McDevitt noticed that the New Hampshire Municipal Association had an article from a Lieutenant in Sandown with information regarding the laws etc. He felt it was important for people to understand.

Mr. Lynde, Mr. McDevitt, Mr. Cote were in favor of putting the funding in the budget. Mr. Viger and Ms. Forde were undecided. The items will be included in the budget for the Board to take a formal

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vote during their next meeting. Mr. Cote asked if the budget would only include the body cameras. Mr. McDevitt said all the requested items would be included. He understood the department had a records clerk and asked why they needed an additional person. Chief Roark explained that the records clerk was basically at their limit for handling the regular records requests (film/audio/paper). He anticipated a significant increase in the number of (film and audio) requests since officers (approximately three per shift) would run equipment 24hr/day. Providing information requires effort to search data, edit data and provide to citizens in a usable format.

Ms. Forde asked if they could implement a fewer number of cameras or if it was an all/none situation. Chief Roark replied the department hadn't had success with sharing that type of equipment and noted it needed down time to be charged. Typically, when a person is assigned a piece of equipment, they are responsible for its upkeep. He noted each of the cruisers were also assigned to three different officers. He said there were certain activities during which virtually every officer was on duty (i.e. major snowstorms, fireworks, Old Home Day), if they were to reduce the number of cameras it would raise the question of who would wear a camera and who wouldn't. Personally, Chief Roark didn't want officers to have the ability to decide when they would/wouldn't wear a camera. He preferred the ability to assign equipment to each individual officer. Mr. McCarthy also said if there weren't enough cameras, they would run the risk of some officers having a camera and some not having a camera during the same shift; this would eliminate the ability to have everyone's perspective during a situation. Chief Roark stated when a department commits to a body camera program, they would either be all in or not all in. He pointed out that every cruiser currently had cameras. Mr. McCarthy said if some of the cruisers didn't have cameras it would leave the Town in a less-defendable position regarding liability that would have to be explained.

Mr. Cote understood the total cost for the three requests was \$136,320; of which approximately \$38,500 would be a recurring cost. He wanted to know when the cameras would need replacement. Based on his experience, Chief Roark predicted a lifespan of 5-7 years (similar to the tablets and dash cameras). He emphasized the camera were rugged and durable. Mr. Cote questioned if there would be any issue with the union regarding the proposed video clerk. In Chief Roark's opinion it would be a part-time position; the position was not specified within the union contract.

Mr. McCarthy inquired if they could lease the equipment. Chief Roark believed they may be able to lease the hardware and software over a five-year span. He said they would still need to pay for the cloud rental space and part-time employee. Mr. McDevitt thought there was some value in leasing the equipment. After further discussion the Board decided to put the total request in the budget; Mr. McCarthy will review the numbers and provided information about leasing equipment. Chief Roark noted the equipment cost includes the replacement of the existing dashboard cameras that were reaching a life of ten years.

Retirement –

2019 Budget: \$1,757,919

2020 Request: \$1,867,949

Selectmen –

2019 Budget: \$513,717

2020 Request: \$513,607

Hobbs Community Center (Senior Center) –

2019 Budget: \$136,844

2020 Request: \$144,367

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Priority supplemental request: assistant to Director - \$10,608 (32 hours at \$17/hr.) or \$17,680 (40 hours) not including benefits.

Mr. McDevitt understood there were needs at the Senior Center; however, he didn't feel he could support the request this year. He commented that there were things that came up with the growing senior population that were never intended for the Director to handle; those things were also not meant for Human Services and fell in the 'cracks'. He said the Director ended up giving counseling to people to try to help them out of situations. He suggested they let the request go this year and re-look next year.

Mr. Viger inquired if the problem was created by the center offering too much. Mr. McDevitt said he may be right, but then offered an example of a situation pertaining to a senior citizen that was faced with becoming homeless. He said the individual went to the Senior Center for guidance. He said there were other examples that also didn't show up in the statistics. He was concerned as time went on the issues would grow. Mr. McDevitt suggested not including the request this year because the Town was beginning to 'load up' on higher priority items.

Mr. Lynde questioned if it would be helpful to increase the existing assistant from thirty-two hours to forty hours. Mr. McDevitt understood there was someone currently working part-time. Mr. McCarthy pointed out that neither salary request included benefits.

Mr. Cote believed the Director was requesting two positions, one was an outreach person to help individuals that had nowhere else to go. The other position was an assistant to help the Director. Mr. McCarthy felt the situation of people needing to find a home was something that the Town's general assistance should handle. He believed the Human Services coordinator and Senior Director should coordinate their efforts. He said there were too many unanswered questions and suggested they try working together and if it doesn't work, they can reevaluate the request next year. Mr. Cote pointed out there was a question from the senior population questioning what the Town was doing for them with the recent elimination of the elderly ordinance. With the increasing aging population, he felt they needed to consider other things. Mr. McCarthy noted the Town recently reworked the elderly exemption to a better number. Mr. McDevitt said that exemption should probably be reviewed again to reflect updated numbers. Mr. McCarthy said they could review it during warrant article time.

Town Clerk / Tax Collector –

2019 Budget: \$240,680

2020 Request: \$262,561

Technology –

2019 Budget: \$0

2020 Request: \$150,191

Town Buildings –

2019 Budget: \$639,578

2020 Request: \$649,758

Town Celebrations –

2019 Budget: \$9,261

2020 Request: \$9,260

Treasurer –

2019 Budget: \$21,176

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2020 Request: \$15,249

Trust Funds –

2019 Budget: \$150

2020 Request: level funded

The Selectmen will vote on budgets during their September 3, 2019 meeting.

Mr. Lynde asked that the default budget be included on the budget summary sheet.

TOWN ADMINISTRATOR / SELECTMEN REPORTS

Mr. Cote informed an Agriculture Commission meeting was held and continues to have a good turnout. He then informed that he, along with Conservation Commission members Al Stewart and Paul Gagnon, met with a gentleman from Revision Energy to look at bringing solar to the Town. The Conservation Commission will identify parcels of land where (potentially) a solar field/farm could be installed. He stated they would present information and concrete numbers to the Board at a later date.

Mr. McDevitt pointed out 2021 would be the Town's 275th anniversary of Pelham's chartering. He said they might want to think about what may be appropriate to do.

REQUEST FOR NON-PUBLIC SESSION

MOTION: (Forde/Cote) Request for a non-public session per RSA 91-A:3,II,a,d,e (Personnel; Consideration of acquisition, sale or lease of property; Consideration or negotiation of pending claims or litigation)

ROLL CALL: Mr. Lynde-Yes; Mr. McDevitt-Yes; Mr. Viger-Yes; Ms. Forde-Yes

It was noted that when the Board returned, after the non-public session, the Board would not take any other action publicly, except to possibly seal the minutes of the non-public session and to adjourn the meeting. The Board entered into a non-public session at approximately 9:00pm.

MOTION: (Viger/Cote) To leave non-public session.

VOTE: (5-0-0) The motion carried.

The Board returned to public session at approximately 9:35pm.

MOTION: (Cote/Lynde) To indefinitely seal the non-public meeting minutes.

VOTE: (5-0-0) The motion carried.

ADJOURNMENT

The meeting was adjourned at approximately 9:35pm.

Respectfully submitted,
Charity A. Landry

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Recording Secretary