

**APPROVED**  
**TOWN OF PELHAM**  
**BOARD OF SELECTMEN - MEETING MINUTES**  
**July 11, 2017**  
**APPROVED – July 11, 2017**

**CALL TO ORDER** - approximately 6:30PM

PRESENT: Mr. Doug Viger, Mr. Hal Lynde, Mr. William McDevitt, Ms. Amy Spencer (via telephone conference), Mr. Paul Leonard, Town Administrator Brian McCarthy, Finance Director Dayanand Ramgopaul

ABSENT: None

## PLEDGE OF ALLEGIANCE

## **2018 BUDGET REVIEW**

## Budget Committee

2018 Budget request: \$162; level funded from last year

2017 Operating Budget: \$162

## Debt Service Interest

2018 Budget request: \$115,545; a reduction of 14.7% from last year

2017 Operating Budget: \$135,519

Mr. Ramgopaul summarized the items that had a reduction of interest.

Mr. McDevitt asked for clarification of the Tax Anticipation Note figure of \$5,000, which he felt sounded like a huge number. Mr. Viger commented that they held the figure in the event the Town didn't collect enough income. Mr. McCarthy added that they hadn't altered the number from past years, but could review for a later discussion. Mr. Lynde recalled the figure being a lot larger in the past. It was noted that the Town had not used the money often; the budget line was allowed by Statute.

**Debt Service Principal**

2018 Budget request: \$622,282; a reduction of \$20.1% from last year

2017 Operating Budget: \$779,020

Mr. Lynde was impressed by the decrease. Mr. McDevitt noted one reason was because the voters supported the Fire Station to be paid in one lump.

Mr. McCarthy reviewed the reductions within the budget. Mr. McDevitt requested clarification regarding the conservation bond and what was borrowed. He recalled the original bond was \$3,000,000. Mr. McCarthy stated he would research and provide information to the Board.

## Health Services

2018 Budget request: \$73, 500; level funded from last year

2017 Operating Budget: \$73,500

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Mr. Viger spoke about the Recovery Well program, which had been working for Pelham, and hoped to distribute some of the money from the Hope for New Hampshire Recovery line to put toward it. Mr. Lynde discussed the Hope for New Hampshire Recovery program, which assisted getting people into recovery at the time of transit to a hospital. Hope is limited for where they can assist and only have a contract with Catholic Medical Center. Mr. Lynde explained that the Fire Department had to transport people, who were in an emergency state, to the closest hospital. He felt Recovery Well could provide a necessary service and suggested that a representative give the Selectmen a presentation. He felt the budget line should remain for Hope until they determined a beneficial program and appropriate amount to be budgeted. He wanted to get the Police and Fire Chiefs involved with the discussion.

### **Health Officer**

2018 Budget request: 45,766; level funded from last year

2017 Operating Budget: \$45,766

### **Human Services**

2018 Budget request: \$88,040; level funded from last year

2017 Operating Budget: \$88,040

### **Legal**

2018 Budget request: \$85,000; level funded from last year

2017 Operating Budget: \$85,000

Mr. McCarthy spoke about the Town being on a retainer with Town Counsel (Donahue, Tucker and Ciandella) and how that new arrangement was working fantastic. He called attention to a cost comparison for the last ten years, which showed that the annual budget line was overspent on average of \$23,000. Although the Town had Town Counsel on retainer, they still did business with Upton & Hatfield for employment matters. Mr. McCarthy noted that this was a trial year with a retainer and would adjust the budget line if necessary. Ms. Spencer agreed with level funding the budget line for this year.

### **Town Celebrations**

2018 Budget request: \$9,260; level funded from last year

2017 Operating Budget: \$9,260

### **Treasurer**

2018 Budget request: \$15,176; level funded from last year

2017 Operating Budget: \$15,176

Mr. Viger stated there had been discussion regarding having the Treasurer appointed, rather than continuing to be an elected position. He felt the Board should explore having a warrant article to do so. Mr. McCarthy explained that the Treasurer position was one of the most critical positions in the Town organization. He understood the election process but pointed out when a person is elected, the Town had no ability to conduct a background check or to check qualifications. He stated an appointed position would provide the Board with the latitude to do so. The Board will discuss the position at a later time.

### **Trust Funds**

2018 Budget request: \$1,070; level funded from last year

2017 Operating Budget: \$1,070

Mr. McCarthy stated that the Specials line was not expended in 2017 because New Hampshire Charitable Trust was not ready for the Town to upload information until 2018. He said the money allocated in 2017 would be encumbered in the 2018 budget. After a brief discussion regarding the budget line, the Selectmen asked that the money be taken out of the budget and encumbered at the end of 2017 for 2018.

**TOWN ADMINSTRATOR / SELECTMEN REPORTS**

Mr. McDevitt thanked the voters for their support and understanding regarding the Special Meeting pertaining to Zoning. He appreciated the direction of the voters, which was a clear mandate. Mr. Lynde added that the percentage of people voting in favor of the warrant article in March was almost exactly the same percentage that voted in favor in June. Mr. Viger noted it was almost the same voter turnout.

Mr. Lynde informed that the second concert on the Village Green would be held Wednesday, July 12<sup>th</sup> from 6pm to 8pm.

Mr. McCarthy updated the Selectmen on the following:

- 1) Pelham has been chosen by the State to receive an intersection conflict warning system to at the intersection of Old Gage Hill Road and Bridge Street;
- 2) The Town has been approved by the State for flashing lights at the intersection of Keyes Hill Road/Tallant Road/Mammoth Road;
- 3) Transfer Station compactor building construction ran into unanticipated site/drainage issues which slowed the process, but continues to move forward;
- 4) Light upgrade in the Municipal Building and Police Station has been completed. The lights around the Village Green (in the area of the Library and Fire Station) will be included in the cost of the upgrade project;
- 5) The AccuFund software transfer is nearing completion

On the recommendation of Town Counsel, the Selectmen recessed their meeting to speak with Town Counsel at approximately 7:21pm.

The Selectmen returned from recess at approximately 7:46pm.

**REQUEST FOR NON-PUBLIC SESSION**

**MOTION:** (McDevitt/Lynde) Request for a non-public session per RSA 91-A:3,II,a (Personnel)

**ROLL CALL:** Mr. Viger-Yes; Mr. Lynde-Yes, Mr. McDevitt-Yes; Ms. Spencer-Yes; Mr. Leonard-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 7:46pm.

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

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

The Board returned to public session at approximately 8:08pm

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**MOTION:** ( McDevitt/Viger) To indefinitely seal the non-public meeting minutes.

**ROLL CALL:** Mr. Viger-Yes; Mr. Lynde-Yes, Mr. McDevitt-Yes; Ms. Spencer-Yes;  
Mr. Leonard-Yes

**ADJOURNMENT**

The meeting was adjourned at approximately 8:08pm.

Respectfully submitted,  
Charity A. Landry  
Recording Secretary