

MEETING OUTLINE FOR BOARD OF SELECTMEN MEETING

April 23, 2018

7:30 P.M. Call to Order

- I Election of Officers
- II Secretary's Report: Minutes of 04/16/2018
- III Treasurer's Report:
- IV Chairman's Report:

Meetings scheduled this week:

Wed 4/25 Conservation Commission
Thu 4/26 Seacoast MPO—TAC meeting
Sat 4/28 National Drug Takeback Day
Sat 4/28 Spring Annual Planning & Zoning Conf.

Meetings to report on:

Tue 4/17 Smyk Property Study Comm
Wed 4/18 Seacoast Stormwater Coalition
Wed 4/18 Planning Board
Thu 4/19 Rt. 108 Corridor Comm Presentation
Fri 4/20 EACC Directors meeting

- V Park Permits/Municipal Center & Firehouse Rentals: (see signature file)
- VI Department Reports:

Pending Issues

-Administration: Weekly
Doe Run Lane tax deed property
Dept. Reports restructuring
All employee meeting date for May?
Refunding bond paperwork
Truck lease paperwork
Maintenance Foreman job description

-Highway: 1st Monday of the Month

-Parks & Recreation: 4th Monday of the Month
Previous/next months' activities schedule & enrollments
Report on Recreation Revolving Fund
Departmental Reorganization Plan

-Police: 2nd Monday of the Month
Lighting of the Police Dept. sign

-Fire/OEM: 2nd Monday of the Month
Fire Dept. Details
EMS billing aging report write-off policy
Maintenance Foreman job description

-CEO/Building Inspector: 3rd Monday of the Month
Report on building activity
Report on home occupation reviews

-Town Clerk/Tax Collector: quarterly as needed

-Town Planner: 3rd Monday of the Month
Report on planning activity
Report on offsite improvement funds and performance bonds

-Town Assessor: 4th Monday of the Month
Abatement & applications for Exemptions/Tax Credits

VII Committee Reports

VIII Old Business

- A. Appointments for 2018 vacancies to various boards/commissions/committees.
- i. Board of Adjustment—2 regular and 2 alternate members
 - ii. Recreation Commission—2 regular & 1 alternate members
 - iii. Public Works Commission—1 regular & 2 alternate members
 - iv. Technical Review Committee—1 alternate member
 - v. Rockingham Planning Commission—1 alternate representative
 - vi. Southeast Watershed Alliance—1 regular representative
 - vii. ESRLAC—2 regular representatives

IX New Business

- A. Discussion of proposal for a possible sale of the Bartlett-Cushman House
- B. Appointment of Alternate Members of the Library Trustees
- C. Consideration and appointment of Summer Program personnel

X Public Comments

XI Incoming & Outgoing correspondence, pending items and check authorizations

- Road excavation permits records.
-Mobile computing device use policy -Working on RFP's for elevator & generator
-Policies for charges for copies of public maintenance.

XII Adjournment

91-A:3 Nonpublic Sessions:

- I. (a) Public bodies shall not meet in nonpublic session, except for one of the purposes set out in paragraph II. No session at which evidence, information, or testimony in any form is received shall be closed to the public, except as provided in paragraph II. No public body may enter nonpublic session, except pursuant to a motion properly made and seconded.
- (b) Any motion to enter nonpublic session shall state on its face the specific exemption under paragraph II which is relied upon as foundation for the nonpublic session. The vote on any such motion shall be by roll call, and shall require the affirmative vote of the majority of members present.
- (c) All discussions held and decisions made during nonpublic session shall be confined to the matters set out in the motion.

(Paragraph II has been edited down to only those exceptions applicable to Towns.)

- II. Only the following matters shall be considered or acted upon in nonpublic session:
 - (a) The dismissal, promotion, or compensation of any public employee or the disciplining of such employee, or the investigation of any charges against him or her, unless the employee affected
 - (1) has a right to a meeting, and
 - (2) requests that the meeting be open, in which case the request shall be granted.
 - (b) The hiring of any person as a public employee.
 - (c) Matters which, if discussed in public, would likely affect adversely the reputation of any person, other than a member of the public body itself, unless such person requests an open meeting. This exemption shall extend to any application for assistance or tax abatement or waiver of a fee, fine, or other levy, if based on inability to pay or poverty of the applicant.
 - (d) 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.
 - (e) Consideration or negotiation of pending claims or litigation which has been threatened in writing or filed by or against the public body or any subdivision thereof, or by or against any member thereof because of his or her membership in such public body, until the claim or litigation has been fully adjudicated or otherwise settled. Any application filed for tax abatement, pursuant to law, with any body or board shall not constitute a threatened or filed litigation against any public body for the purposes of this subparagraph.
 - (i) Consideration of matters relating to the preparation for and the carrying out of emergency functions, including training to carry out such functions, developed by local or state safety officials that are directly intended to thwart a deliberate act that is intended to result in widespread or severe damage to property or widespread injury or loss of life.
 - (j) Consideration of confidential, commercial, or financial information that is exempt from public disclosure under RSA 91-A:5, IV in an adjudicative proceeding pursuant to RSA 541 or RSA 541-A.
 - (l) Consideration of legal advice provided by legal counsel, either in writing or orally, to one or more members of the public body, even where legal counsel is not present.