

# MEETING OUTLINE FOR BOARD OF SELECTMEN MEETING

May 14, 2018

## 7:30 P.M. Call to Order

- I Secretary's Report: Minutes of 05/07/2018
- II Treasurer's Report:
- III Chairman's Report:

### Meetings scheduled this week:

Wed 5/16 Planning Board  
Thu 5/17 NH PW Association annual meeting  
Thu 5/17 Recreation Commission  
Fri 5/18 EACC Directors meeting  
Fri 5/18 PTAPP meeting  
Fri 5/18 CRN meeting  
Mon-Tue 5/21-22 NRRA annual conference

### Meetings to report on:

Tue 5/8 PCAC meeting  
Tue 5/8 Energy Commission  
Wed 5/9 SMS Wellness Walk  
Wed 5/9 Conservation Commission  
Wed 5/9 Heritage Commission  
Thu 5/10 REDC Board of Directors  
Thu 5/10 Public Works Commission  
Fri 5/11 NHMA Legislative Policy Comm  
Mon 5/14 Com LT Goals Req on Drink Water  
Mon 5/14 Annual Hist, Society Dinner and Mtg.

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

### Pending Issues

**-Administration: Weekly**  
Doe Run Lane tax deed property  
Right of first refusal in B-C House preservation easement  
Response letter to the CC on B-C House easement  
Appointments to the TRC and Rec Comm.  
Sign the first semi-annual tax warrant for 2018  
Update to Rules of Procedure for the Board  
2 tax deedings possible this month  
AER proposal is coming  
Organizational chart  
Preparations for the all employee meeting next week  
NP on IT proposals/interviews

**-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  
Rye's cyclist ordinance and signage  
Detour on Willowbrook Avenue due to Greenland road construction

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

**-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

VI Committee Reports

VII 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

VIII New Business

- A. Millbrook Office Park Construction Permits.
- B. Discussion on a possible Bartlett-Cushman House open house.
- C. New Start time for Board of Selectmen's meetings.

IX Public Comments

- X Incoming & Outgoing correspondence, pending items and check authorizations
- Road excavation permits
  - Working on RFP's for elevator & generator maintenance.
  - Policies for charges for copies of public records.

XI 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.