

**TOWN OF NEW DURHAM
DELIBERATIVE SESSION MINUTES
FEBRUARY 4, 2015
NEW DURHAM SCHOOL**

The first session of Town Meeting was originally scheduled for Monday, February 2, 2015. The Town Moderator postponed the meeting until Wednesday, February 4, 2015 due to the snow storm.

In accordance with the provisions of Senate Bill 2 (RSA 40:13) adopted by the Town in March of 2014, the first session (deliberative) of the 2015 Town meeting was called to order at 7:00 PM by Moderator Cecile Chase. All in attendance rose to pledge allegiance to the flag of the United States of America.

Cecile Chase read the new Moderator Rules for the conduct of the Deliberative Session which will be followed: unless changed by the voters at the meeting the Moderator will use the following rules of procedure to conduct the deliberative session.

1. We will not be using Robert's Rules but we will be using the Moderator's Rules of Respect, Courtesy and Common Sense.
2. Any voter who wishes to address the meeting will come to the microphone, be recognized by the moderator, and then state his or her name and address.
3. All questions to the Board of Selectmen, other Town officials, or other meeting participants will be directed through the moderator.
4. Each voter who desires to speak on an article will be given a chance to do so before any voter is given a second opportunity to speak on the same issue.
5. With exception of the initial presentation on Articles, which the Moderator requests are kept to no more than 10 minutes, all speakers will be limited to 3 minutes.
6. Reasonable discussion will be allowed.
7. Each amendment will be stated by the moderator before being voted upon.
8. Only one amendment to an article will be allowed on the floor at any one time. No amendment to an amendment will be allowed; such proposals will be dealt with as subsequent amendments after the first amendment has been voted upon.
9. Negative amendments will not be allowed, for instance an article that would raise and appropriate \$2,500 for equipment purchase cannot be amended to read NOT raise and appropriate \$2,500 for equipment purchase.
10. Any amendment to financial amounts must be stated in dollars. Percentage figures must be converted to dollar amounts to be accepted.
11. Voter cards will be raised by voters when voting on amendments rather than a voice vote. If the vote looks to be close assistant moderators will count the raised voter cards.
12. A motion to pass over an article until a specific time or until action has been taken on some other designated article will be accepted.
13. Upon appeal of any ruling of the moderator, a majority vote will prevail.
14. At any time during the meeting these rules may be altered by majority vote.

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The Moderator introduced board members and other Town officials: Town Administrator Jeremy Bourgeois, Selectwoman Theresa Jarvis, Selectman David Bickford, Budget Committee Chairman David Curry, Upton & Hatfield Attorney Michael Courtney and Town Clerk Carole Ingham. Selectman David (Swens) Swenson was absent because he was out of the State.

Moderator Cecile Chase presented a PowerPoint presentation prepared by Selectman David Swenson as follows:

- Board of Selectmen developed a written and public vision for the year encapsulated in a set of goals and published in March 2014.
- Goals revolved around three major initiatives:
 1. Taxpayer Value
 2. Fiscal Responsibility with Accountability
 3. Operational Improvements

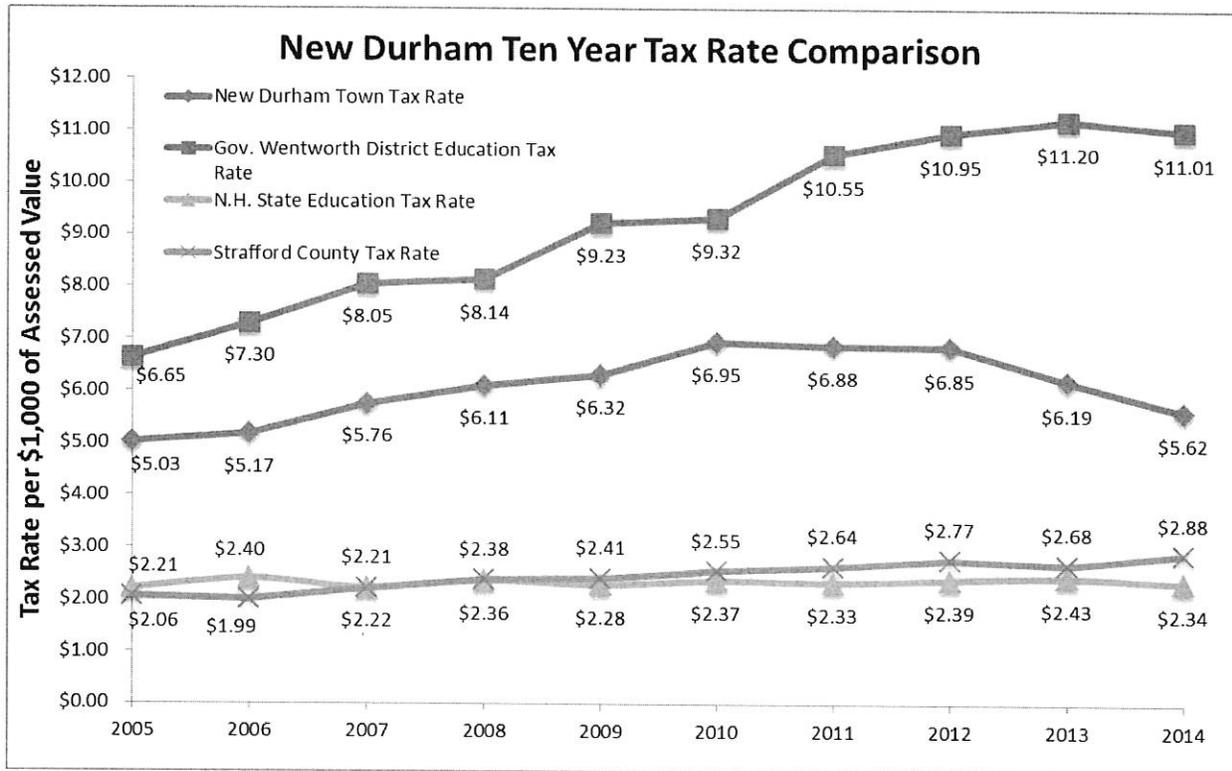
The purpose of this Presentation: Provide overview of a few of the Selectmen's 2014 primary actions

- Key Tasks for Board of Selectmen:
 1. Budgeting in Collaboration with Budget Committee
 2. Effective Planning
 3. Prudent Utilization of Technology
 4. Innovative Ideas in Managing Town Government
 5. Focus Towards Cost Effective Value
- Transition to SB2 required two key changes:
 1. Earlier Budget Creation Process
 2. Development of Two Different Complete Budgets for 2015
- Tax Payer Impact and Cost Containment:
 1. Tax Rate Reduction – maintained largest tax rate reduction in over 10 years from 2013 Board of Selectmen actions with an even lower rate in 2014; Applied \$125K of Unassigned Fund Balance (UFB) to tax rate while preserving guideline reserves; Continuing work to assure sustainability of rate beyond 2015.
 2. Maximum Impact Fee available returned to tax payer (\$31,462); used to reduce taxpayers local school tax rate (approximately \$0.073 / \$1,000 assessed valuation).
 3. Locked in 2015 fixed price for propane (\$2.04), heating oil (\$3.22), gasoline (\$2.98), and diesel (\$3.21) assuring managed energy costs for New Durham.
 4. Set guideline of 8% UFB reserve & maintained \geq 8% - 9% reserves throughout 2014; Used approved DRA methodology in calculating and setting reserve levels.
 5. Initiated action to address tax dedeed property owned by Town; Developed formal decisions on dispersal of property or other resolutions; Reviewed 36 parcels with 29 identified to sell in early 2015.
 6. Both a Solid Waste Closure Plan (should it ever be needed in the future) and a Solid Waste Operating Plan were developed and approved per NH Department of Environmental Services requirements.

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7. Awarded six year assessing contract to Cross Country Appraisal Group; converted from current reassessment process to a cyclical process with statistical update every 5 - 6 years.



Paul Perry, Country Lane, asked for clarification on the tax chart. Selectwoman Theresa Jarvis explained the chart. Paul Perry suggested that an additional line showing the total tax rate would help to explain the chart.

The voters agreed with Moderator Cecile Chase suggested that they move Article 2 and Article 3 to the end of the meeting because an amendment on another article could change the amount of the operating budget and article 2 was not a financial article and could not be amended but Planning Board member Scott Drummey would answer any informational questions later.

Article 1 Election of Town Offices

Moderator Cecile Chase read the positions and candidate names as follows:

For Selectman

3 Years Vote for not more than ONE.

Gregory Anthes

Write-in

For Planning Board

3 Years Vote for not more than ONE.

Theresa Chabot

Write-in

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For Cemetery Trustee

3 Years Vote for not more than ONE.

Jennifer Bourassa

Write-in

For Library Trustee

3 Years Vote for not more than ONE.

Joan Martin

Write-in

For Trustee of Trust Funds

3 Years Vote for not more than ONE.

David Allyn

Write-in

Article 2 Revision of the Existing Zoning and Land Use Ordinance

Are you in favor of the adoption of the comprehensive revision of the existing Zoning and Land Use Ordinance proposed by the Planning Board? The comprehensive revisions include substantial editorial revisions as well as the following amendments:

Zoning Article III: Amendments to the definitions of Buildable Lot; Building & Accessory Building; Camping Area & Campground; Camping, Organized Youth Camp; Commercial Docking Facility; and Structure;

Zoning Article V: Amendment to clarify that road frontage is required for all buildable lots, except as permitted by Zoning Board of Adjustment, as required by RSA 674:41, II;

Zoning Article V: Amendment to allow Woodlots of less than 10 acres, subject to certain conditions, with temporary campers allowed for a period not to exceed 60 days;

Zoning Article VII: Amendment to the criteria for uses allowed by Special Exception and for Camping Areas and Campgrounds.

Zoning Article VIII: Amendments to the Residential-Recreational-Agricultural District, including: the regulation of Accessory Dwelling Units; Restriction of Two Family Dwellings whenever road access, fire safety, terrain or other environmental factors may be detrimental to public health and safety; Home Occupations are permitted subject certain conditions; and the Ordinance is clarified to require a special exception for Multi-Family uses.

Zoning Article IX: Amendments to the Town Center Mixed Use Zoning District, including: Multi-Family Uses are allowed by Conditional Use Permit (rather than by Special Exception); Agricultural and Forestry Uses are allowed, except where such uses create a public nuisance; Non-residential uses are allowed as part of a Mixed Use Development; Use of regulated substances by Dental or Health Care Facilities is clarified to be permitted; and clarification that all Multi-family and Non-Residential uses are subject to site plan and/or subdivision review.

Zoning Article XIV: Amendments to the Shorefront Conservation District, including: minimum criteria for Shorefront Common Areas for certain residential and commercial developments including: minimum shore frontage requirements; required swimming areas; and parking requirements.

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Zoning Article XX: Alteration or Expansion of Non-Conforming Uses or Property which make such uses or property more non-conforming is prohibited. In addition, a 75 foot setback is required for buildings from any water body or river course from Flood Hazard Areas.

This Article is recommended by the Planning Board by a 5 to 0 vote.
Majority vote required

Planning Board Co-chair Scott Drummey was introduced to answer any informational questions only. The Zoning and Land Use Ordinance controls how New Durham uses its land. The ordinance is 130 pages document and the bulk of the work was editorial and reorganized and clarified. Changes are described in the warrant article.

There were no questions.

Article 3 Operating Budget

Budget Committee Chair David Curry read the article as follows: Shall the Town raise and appropriate as an operating budget, not including appropriations by special warrant articles and other appropriations voted separately, the amounts set forth on the budget posted with the warrant or as amended by vote of the first session, for the purposes set forth therein, totaling **\$2,896,300**? Should this article be defeated, the default budget shall be **\$2,889,804**, which is the same as last year, with certain adjustments required by previous action of the Town or by law; or the governing body may hold a special meeting, in accordance with RSA 40:13, X and XVI, to take up the issue of a revised operating budget only.

The Board of Selectmen recommends this article by a 2 to 1 vote.

The Budget Committee recommends this article by a 4 to 1 vote.

Majority vote required

Estimated Tax Rate Impact- 2015 Proposed Budget \$ 4.97 per \$ 1,000 assessed evaluation.

Estimated Tax Rate Impact- 2015 Default Budget \$ 4.96 per \$ 1,000 assessed evaluation.

Budget Committee Chair David Curry stated that the charts of the accounts are listed in the PowerPoint slide presentation. He explained that the departments used a zero base budgeting concept, whereas if, you don't have a requirement then you don't get any money. He stated the estimated tax rate of \$4.97 is the just the operating budget and that by the approving the other warrant article in March the Town's overall total tax rate will change.

Ron Gehl, Jenkins Road, asked for an explanation on why the estimated anticipated revenue other than property tax is \$319,432 less than last year.

Town Administrator Jeremy Bourgeois explained that he looked at numbers from the last ten years and kept in mind the economic down turn in 2008 to 2010. He pointed out the actual amount of revenue in 2014 and the anticipated amounts of 2015 are pretty close. The Town did take in a little more revenue last year than was anticipated. The general guideline is to be conservative when estimating revenue for the warrant. The Selectmen will have more accurate information in the fall when they work on setting the tax rate.

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Ron Gehl, Jenkins Road, asked what revenue sources dropped that dramatically to make the \$319,432 difference.

Town Administrator Jeremy Bourgeois stated that the revenue sources such as motor vehicle revenue, which went up from estimated \$450,000 to actual almost \$490,000, so the estimated revenue for 2015 is \$475,000. Interest revenue was \$15,000 more in 2014 than what was estimated. Also this year the Selectmen used \$125,000 of the unassigned fund balance to buy the tax rate down. The meal and room tax reserve and highway block grant are usually accurate.

Ron Gehl summarized that the Town Administrator Bourgeois was saying that the \$319,432 difference is due largely to being conservative when estimating the anticipated 2015 revenues. He wanted to point out that when you actually have a \$320,000 decrease in anticipated revenue and if it does actually materialize the Town has two ways to cover the difference, raise the tax rate or remove additional money from the unassigned fund balance. It seems that there has been a great interest lately in using the unassigned fund balance to either off-set the tax rate increase or fund the warrant article as the Town did tonight. Although the Selectmen have a policy that set the unassigned fund balance at 8%, he is concerned that the balance could get too low in the future. "In October, when the tax rate gets set, where will the revenue deficit come from?"

Town Administrator Jeremy Bourgeois estimated the unused funds in the 2014 budget to be around \$300,000.

Selectman David Bickford and Selectwoman Theresa Jarvis both agreed that the Selectmen's policy was to use the unassigned fund for sustainable uses only in order to reduce the tax rate.

Selectman David Bickford stated he been working hard to lower the tax rate. The capital reserve funds are filling up and they were pretty empty seven years ago; and the Town was not using unassigned money to pay down taxes back then, like they are now; and the tax rate has been coming down slowly. It did last year too. He thanked Anthony (Tony) Bonanno for his help on the Capital Improvement Plan Committee

No further discussion on Article 3.

Article 4 Road Surface Management System

Road Agent Michael Clarke read Article 4 as follows: To see if the Town will vote to raise and appropriate the sum of \$256,050 for the purpose of the Road Surface Management System for 2015. The sum is to be partially offset by Highway Block Grant Aid of \$97,686, with \$83,364 to come from the Road Construction Capital Reserve Fund, and the remainder to come from the Unassigned Fund Balance.

The Board of Selectmen recommends this article by a 3 to 0 vote.

The Budget Committee recommends this article by a 5 to 0 vote.

Majority vote required

Special Warrant Article

Estimated Tax Rate Impact \$ 0.00 per \$ 1,000 assessed evaluation.

Road Agent Michael Clarke explained the planned paving and pavement repairs for 2015 as follows: the Merrymeeting Road end of Brackett Road (.075 miles of 1 ½ inch overlay estimate

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cost \$59,175), Wentworth Road (.050 miles of 1 ½ inch overlay estimate cost \$39,525), Ragged Mountain Road (.075 miles of 1 ½ inch overlay estimate cost \$59,175), Kings Highway from about the golf course to Middleton line (1.0 miles of 1 ½ inch overlay estimate cost \$71,775), and North Shore Road from Owls Head toward dead end road (1.0 miles of chip seal estimate cost \$26,400).

Anthony (Tony) Bonanno Jr., South Shore Road, asked about the peeling of the overlay on his end of South Shore Road. Road Agent Michael Clarke stated that the company that did the work is the same company he used this year and they are willing to patch an area around the corner on South Shore and shim about half a mile.

Selectman David Bickford asked for an explanation of how much it cost per mile for overlay and base coat. Michael Clarke answered that this year's cost of one mile of 1 ½ inch overlay was \$71,775 and the cost of two inches of hot mix base coat was \$87,725 and \$1.06 per square yard for reclaim that then goes over the base coat hot mix. When the Town goes out for bid the process includes reclaim, fine grading, application of hot mix and shoulder work. The Town provides the gravel for the shoulder work.

No further discussion on Article 4.

Article 5 Establish Fire Department Ancillary Equipment CRF

Fire Chief Kevin MacCaffrie read Article 5 as follows: To see if the Town will vote to (i) establish a Capital Reserve Fund (CRF) known as the Fire Department Ancillary Equipment-Non-Vehicle Fund. This fund will be for the purchase of non-vehicle equipment with a total cost of greater than or equal to \$2,500. Fire Department equipment that would be covered by this Capital Reserve Fund would include but are not limited to: Self Contained Breathing Apparatus, Thermal Imaging Cameras, Hydraulic Rescue Tools and Fire Hose and Nozzles, etc. (ii) Raise and appropriate \$36,000 to be placed in said fund with said funds to come from the Unassigned Fund Balance. (iii) Appoint the Board of Selectmen as the agents to expend.

The Board of Selectmen recommends this article by a 3 to 0 vote.

The Budget Committee recommends this article by a 5 to 0 vote.

Majority vote required

Special Warrant Article

Estimated Tax Rate Impact \$ 0.00 per \$ 1,000 assessed evaluation.

Fire Chief Kevin MacCaffrie explained that the department has nearly \$1.5 million worth of small equipment that has a date of expiration or date that they would go out of service. An example is the Self Contained Breathing Apparatus (SCBA) at five or six thousand dollars per unit times twenty, the cost would add up quickly. The plan would include spacing out the replacement of this equipment over ten or twenty years, so that they all don't all expire on the same date.

Selectwoman Theresa Jarvis explained the fund would be use to purchase equipment with a cost of \$2,500 or greater and there is no maximum cap amount.

Selectman David Bickford explained the State Department of Revenue Administration (DRA) does not like CRF set up for small items and that is why the fund is set up for small equipment lumped together and the dollar amount was set at an amount greater than or equal to \$2,500.

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Denis Martin, Brienne Road, asked if the Town had any thermal imaging cameras. Chief Kevin MacCaffrie answered one full unit and two smaller units. Mr. Martin shared his personal experience when he had a fire in Boston and he it said he would never complain about his tax bill after seeing how the camera works. Mr. Martin stated that the thermal imaging cameras benefit the public as a fire department service.

No further discussion on Article 5.

Article 6 Discontinue the Planning, Designing, and Construction of a Satellite Fire Station CRF

Fire Chief Kevin MacCaffrie read Article 6 as follows: To see if the Town will vote to discontinue the "Planning, Designing, and Construction of a Satellite Fire Station" Capital Reserve Fund created by Article 16 in 2007. Said funds, with accumulated interest to date of withdrawal, are to be transferred to the Town's Unassigned Fund Balance.

Majority vote required

Estimated Tax Rate Impact \$ 0.00 per \$ 1,000 assessed evaluation.

Fire Chief Kevin MacCaffrie explained that after looking at the call volume for that part of Town the department could not justify the satellite station. It would add an additional twelve members, primarily staffed from the Second Division, to the department. When you consider the cost of building a station, taking at least one piece of apparatus and moving it up to the Satellite Fire Station and the possibility of not getting a response from that section of Town; the satellite station would not provide better service to that area than what is currently available. The Town also still has a mutual aid agreement with Wolfeboro and Middleton to cover that area. We would still need the other Towns to respond and we would still be responding out of the existing Fire Station on Main Street. The cost to design and construct the structure would be around \$600,000.

Scott Drummey, Old Bay Road, asked how much money is in the CRF account now. Budget Committee Chair David Curry stated \$35,912.

William Meyer, Main Street, asked "What is the unassigned fund balance account?"

Selectwoman Theresa Jarvis explained that the "assigned" fund balance will cover the portion of the fund balance that is the Town's intended use. When the general fund, (as the principal operating fund of a government), has a net excess at the end of the year, the surplus will be transferred to the "unassigned" fund balance. The State DRA recommends an unassigned fund balance of between 8% and 17% of the Town's general fund operating expenditures, including county, state and school expenses. The unassigned fund balance should be retained in order to provide adequate cash flow and provide a resource for unforeseen emergencies and unanticipated declines in revenues. An example is when the Town used the fund to pay for unanticipated expenses that was in excess of the amount appropriated at the Town Meeting for replacement of March's Pond dam as mandated by the State Department of Environmental Services. Also in the fall when DRA sets the tax rate the Board of Selectman can use some of the unassigned fund balance to reduce or stabilize the tax rate. This year the Board of Selectman used \$125,000 from this fund to reduce the tax rate while still maintaining the Town's policy level of 8% of the Town's tax expenditures.

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Selectman David Bickford explained that the surplus monies that have not been used annually lapse into this account at year end.

No further discussion on Article 6.

Article 7 Discontinue the Construction Expansion of Highway Garage CRF

Selectman David Bickford read Article 7 as follows: To see if the Town will vote to discontinue the "Construction Expansion of Highway Garage" Capital Reserve Fund that was created by Article 14 in 2007. Said funds, with accumulated interest to date of withdrawal, are to be transferred to the Town's Unassigned Fund Balance.

Majority vote required

Estimated Tax Rate Impact \$ 0.00 per \$ 1,000 assessed evaluation.

Selectman Bickford explained that it is the position of the Selectmen that the work to put a new roof on the highway shed is done, although some people would like more done. The balance of left in the account is \$19,849.00.

Clayton Randall, Old Bay Road, stated that he understood that only part of the work to reconstruct the highway shed, which was voted on at a previous Town Meeting, was done. He feels that when the people (voters) speak by voting to appropriate the money for the highway shed, then the Selectmen should go by the will of the people and he would like to see the money stay in the CRF for the highway shed fund.

Selectman David Bickford stated he was not on the Board of Selectmen when the decision was made and that he does not remember a specific plan that showed what size the of addition was going to be, but they made what they felt they wanted. One of the things that the Selectmen don't have to do is spend all the money that they have.

Clayton Randall, Old Bay Road, asked the Road Agent if he thought what was done at the highway shed was adequate. He knows they requested more than what was done.

Road Agent Michael Clarke explained that it was the will of the prior Road Agent as well as himself that they planned originally to put on a 16x 40 feet addition that would bump out the bays and move the furnace. He said when the Town Mechanic would turn on the fans while welding at the welding bench it would suck the fumes out of the furnace which caused the furnace to misfire. This caused the hot air furnace fumes to penetrate the whole building, including the office space. They would have to open windows and move fans into the building. To make a long story short, the Board of Selectmen did not feel that such a large addition was needed. The taxpayers also voted for a smaller addition. The addition went from 16x40 feet to 16x20 feet. The 16x20 foot room included moving the furnace from the first two bays. A new boiler was installed in the 16x20 foot room and two air handlers were installed in the garage bays. Now the Town Mechanic has four heated bays to work in. In addition to that work, a new roof was put on the highway garage (the old metal roof was leaking) and three and half feet of blown in insulation was added.

There was no insulation before. Mr. Randall is right it was the wish of the highway department to add the 16x40 foot addition, but really the Board of Selectman and Road Agent Clarke believed Town Meeting had voted for the 16x20 foot addition. Lastly, the Road Agent

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recognized the Capital Improvement Program and the Planning Board for starting these capital reserves programs, some sixteen years ago; they are working perfectly, so that departments do not have to come to the taxpayers for big ticket items.

Catherine Orlowicz, Birch Hill Road, asked if bathroom facilities have been improved since she worked at the highway garage. She suggested that the Town not close this capital reserve fund in order to use it for new or repurposed bathrooms.

Selectmen David Bickford stated that this capital reserve fund was for expanding not improving the building. We do have a building improvement fund that has quite a bit of money in it now that could be used for that purpose.

Selectwoman Theresa Jarvis explained that in order to repurpose the capital reserve fund we would have to wait until next year's warrant articles and that the balance in the Town Building Improvement account is \$119,022. If the department comes to the Board of Selectmen with a reasonable proposal for bathrooms for consideration, the Board of Selectman should be able to find the money for two bathrooms.

Selectman David Bickford stated that he recalled that the expansion of the highway shed was going to cost an additional \$59,000-\$60,000 more to make the shed bigger and the Board of Selectmen at that time could not justify the need.

No further discussion on Article 7.

Article 8 Discontinue the Fuel Pump CRF

Selectman David Bickford read Article 8 as follows: To see if the Town will vote to discontinue the "Fuel Pump" Capital Reserve Fund that was created by Article 6 in 2012. Said funds, with accumulated interest to date of withdrawal, are to be transferred to the Town's Unassigned Fund Balance.

Majority vote required

Estimated Tax Rate Impact \$ 0.00 per \$ 1,000 assessed evaluation.

Selectman David Bickford stated the balance in that account was \$102.00 and that he felt that the work was completed.

Road Agent Michael Clarke stated that he thought that this fund was started in 2008. He explained that during some months the accounting of the fuel was off or missing for up to 100 gallons. The original quote was for \$15,282 and the company came in under budget at \$14,927. Now every vehicle that is owned by the Town of New Durham is assigned a number and the information is transmitted to the Office Manager's computer. Every time the pumps are used the vehicle and operator information is recorded. It is impossible not to record the gas or diesel used. The system is working great. The system can also be linked to the Town Mechanic's vehicle program that he has for vehicle maintenance. Also when the Town was installing the new fuel pump system we just happened to have a Department of Labor inspection at the same time. The company and a local electrician installed a "kill switch" on the outside of the building for the pump. In the past the Department of Labor had written us up for not having this switch.

No further discussion on Article 8.

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Article 9 Previously Established Capital Reserve Funds

Selectwoman Theresa Jarvis read Article 9 as follows: To see if the Town will vote to raise and appropriate the sum of \$290,000 to be placed in previously established Capital Reserve Funds as follows, with said funds to come from taxation.

NAME	ESTABLISHED	APPROPRIATION
Highway Truck	March 04, 1988 Article 9	\$ 57,000
Police Cruiser	March 15, 2000 Article 7	\$ 35,000
1772 Meeting House Restoration	March 15, 2000 Article 14	\$ 10,000
Fire Truck	March 12, 2003 Article 11	\$ 50,000
Highway Equipment	March 15, 2006 Article 12	\$ 20,000
Library Facilities	March 13, 2007 Article 7	\$ 1,000
Milfoil	March 09, 2009 Article 7	\$ 15,000
Road Reconstruction	March 10, 2010 Article 5	\$ 80,000
Solid Waste Facilities Equipment	March 10, 2010 Article 14	\$ 12,000
Public Safety Facilities	March 10, 2010 Article 17	\$ 10,000

The Board of Selectmen recommends this article by a 3 to 0 vote.

The Budget Committee recommends this article by a 4 to 1 vote.

Majority vote required

Special Warrant Article

Estimated Tax Rate Impact \$ 0.69 per \$ 1,000 assessed evaluation.

Selectwoman Theresa Jarvis explained that the Department Heads, Capital Improvement Program committee members, the Board of Selectmen and the Budget Committee members have all reviewed these funds and have worked to avoid having to raise a large amount of money for items in the future.

There were no questions and no further discussion on Article 9.

Article 10 Previously Established Expendable Trust Funds

Selectwoman Theresa Jarvis read Article 10 as follows: To see if the Town will vote to raise and appropriate the sum of **\$8,000** to be placed in previously established Expendable Trust Funds as follows, with said funds to come from the taxation.

NAME	ESTABLISHED	APPROPRIATION
Computer Systems and Office Equipment	March 13, 1996 Article 11 Revised March 9, 2011- Article 26	\$ 3,000
Accrued Benefits	March 13, 1996 Article 16	\$ 5,000

The Board of Selectmen recommends this article by a 3 to 0 vote.

The Budget Committee recommends this article by a 5 to 0 vote.

Majority vote required

Special Warrant Article

Estimated Tax Rate Impact \$ 0.02 per \$ 1,000 assessed evaluation.

Selectwoman Theresa Jarvis explained that the Accrued Benefits account is used when employees leave Town employment and they have vacation or sick leave on the books owed to them. The Town must pay for that leave-time benefit though it would not be budgeted for. In 2014 the Town spent \$8,770 from this account.

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Ron Gehl, Jenkins Road, pointed out that the warrant summary on the back of the voter's card says funds should come from taxation but the PowerPoint slide presentation that the audience sees reads that the funds will come from unassigned fund balance. He asked for clarification.

Town Administrator Jeremy Bourgeois stated the warrant reads from taxation. He explained that the Board of Selectmen debated this and they went back and forth. He apologizes. The PowerPoint is incorrect and the voter's card summary is correct.

Michael Egeler, Butternut Road made a motion to amend Article 10, seconded by Theresa Chabot, South Shore Road, to read as follows: To see if the Town will vote to raise and appropriate the sum of \$ 8,000 to be placed in previously established Expendable Trust Funds as follows, with said funds to come from the **Unassigned Fund Balance**. Estimated Tax Rate Impact \$ **0.00** per \$ 1,000 assessed evaluation

NAME	ESTABLISHED	APPROPRIATION
Computer Systems and Office Equipment	March 13, 1996 Article 11 Revised March 9, 2011- Article 26	\$ 3,000
Accrued Benefits	March 13, 1996 Article 16	\$ 5,000

Selectman David Bickford stated that the tax rate would stay the same either way because the Town could vote now to take money from the unassigned fund balance or in the fall just before the tax bills go out the selectman review the unassigned fund balance and they could vote to pay down the tax rate with the eight thousand dollars. There is no saving until the fall.

Town Administrator Jeremy Bourgeois confirmed Selectman Bickford's comments that the Board of Selectmen could apply unassigned fund balance money towards the tax rate in the fall.

Michael Egeler, Butternut Road states he would like to vote now on taking the monies from unassigned fund balance.

Moderator Cecile Chase read the article as amended and calls for a vote by having the voters raise their registered voter card. The show of hands was close so the Moderator said for the vote to be counted. The Supervisor of the Checklist assisted the Moderator with the counting. Article 10 passed as amended.

PASSED YES 28 NO 18.

No further discussion on Article 10 and Article 10 will be printed on the Town ballots as amended.

Article 11 Shirley Forest Trust

Selectwoman Theresa Jarvis read Article 11 as follows: To see if the Town will vote to spend **\$4,000** from the Shirley Forest Trust to invest in silviculture activities as recommended in the Shirley Forest Management Plan, with said funds to come from the John Shirley Trust.

The Board of Selectmen recommends this article by a 2 to 1 vote.

The Budget Committee recommends this article by a 5 to 0 vote.

Majority vote required

Special Warrant Article

Estimated Tax Rate Impact \$ 0.000 per \$ 1,000 assessed evaluation.

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Selectwomen Theresa Jarvis explained that in 2014 the John Shirley Forest was forested and the Town received about \$18,275 from the timber cut and the Town Forester Peter Farrell recommended that \$4,000 be used for silviculture (the practice of controlling the growth, composition and productivity of a timber lot). The legislative body (Town Meeting) is the agent to expend from the John Shirley Trust. This money can only be used for this purpose.

Michael Clarke, South Shore Road asked if the \$18,275 had already been added to the John Shirley Trust and would the \$4,000 be coming out of trust. Selectwoman Jarvis confirmed that the \$18,275 was added to the trust and if approved the \$4,000 would be paid from the trust.

Selectman David Bickford explained that the Forester Peter Farrell said the hardwoods are sprouting up and killing off the pine, but the forester wants to save the pine.

No further discussion on Article 11.

Article 12 Conservation Commission

Ron Gehl member of the Conservation Commissioner called this a house keeping article to change from an even number (from a warrant article in 1970's) to an odd number of members. The article reads as follows: To see if the Town will vote to decrease the Conservation Commission from six to five members.

Majority vote required

Town Clerk Carole Ingham added that there was another article previously that said the Town would appoint a member of the Board of Selectmen to the Conservation Committee and then there would have been seven members, but the Town does not do that. State laws do have a Selectman represented on other Land Use Boards, but not the Conservation Committee.

No further discussion on Article 12.

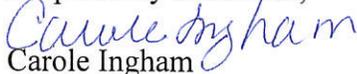
Article 13 Any Other Business

To conduct any other business which may legally come before the Town.

The Moderator stated "Seeing no other business coming before the meeting tonight and thanked everyone for coming and hope to see everyone in March".

The Moderator declared the meeting closed at 9:15 PM.

Respectfully submitted,


Carole Ingham

Town Clerk