

**Town of Webster
Office of Select Board
945 Battle Street/Rte. 127
Webster, NH 03303**

Select Board Meeting – March 10, 2015 – Work Session

Select Board present: Chairman Roy Fanjoy, Selectman Bruce Johnson and Selectman Roger Becker, Financial Administrator Wendy Pinkham and Administrative Assistant Judith Jones.

4:12 pm The Board discussed any additional preparations for the Saturday's Town Meeting which included: microphones, camera, television, power point presentation and handouts.

The Board reviewed the e-mail from Attorney Bart Mayer regarding a pending legal matter. Selectman Becker made a motion to accept Attorney Mayer's suggestion re: repayment relative to a court case; seconded by Selectman Johnson and unanimously approved.

Financial Administrator Mrs. Pinkham advised that she released the initial invoice for snow removal at the Public Safety Building. The Board signed PO #7 to Granite Roots Construction, LLC for snow and ice removal from the PSB roof in the amount of \$1,500. Still outstanding was the invoice for \$300 for snow removal from the generator, not yet paid, as the Board wanted to check the work. Chairman Fanjoy recommended inviting Peter Swislosky to the next meeting. After discussion Mrs. Jones was requested to contact him through e-mail and ask for clarification of who requested the extra work and why it was not part of the original quote. This will be on the 3/16/15 agenda. Selectman Johnson wanted to discuss an e-mail from Architect Frank Anzalone regarding whether there was adequate insulation on the PSB roof. Discussion ensued. No decisions were made.

Administrative Assistant Mrs. Pinkham advised that she has a pay run on Thursday. Chairman Fanjoy advised that he has given his "fob" for authorization of the payroll back to the Treasurer and she will now need to authorize someone else. This will be on the 3/16/15 agenda.

Administrative Assistant Mrs. Jones presented her letter of retirement from the position of Administrative Assistant and as a member of Hazard Mitigation Committee to the Select Board. Chairman Fanjoy made a motion to accept the letter with regrets; seconded by Selectman Becker and unanimously approved. Selectman Johnson recommended immediate action on an ad to fill this position for the paper(s) with an April 10th deadline for application, a timeline to follow and a job description, which he will prepare. The job description will be put on the website. Discussed the timeline, where to advertise (Concord Monitor, Union Leader, Grapevine, Merrimack Valley Voice and NHMA), and who would participate in the interview process. No decisions were made on any committee members for this task at this time. Ultimately the Board will choose the replacement for the position.

The Board signed the "Traffic Rules and Regulations" amended on 3/2/15.

Chairman Fanjoy asked the Board if they had received a note from Road Agent Emmett Bean and Sue Roberts regarding the application form that will need to be completed to request an exemption to the weight limit. The applications will be faxed to the Road Agent for approval or denial. The Board had no issue with the form and Chairman Fanjoy will advise Mr. Bean of this.

The Board signed a sick leave slip for Mrs. Jones.

Chairman Fanjoy made a motion to accept the 3/2/15 non-public Select Board Minutes as written; seconded by Selectman Becker and unanimously approved.

Chairman Fanjoy made a motion to accept with regret the resignation of Alternate MJ Turcotte from the Planning Board; seconded by Selectman Becker and approved.

R E Fanjoy

B G. Johnson

R A Becker

The Board discussed possible amendments to the Personnel Policy. The Board took copies of the policy home for review and this will be put on the 3/16/14 agenda.

Discussed information received from Erin Darrow, an engineer and grant writer, relative to the Town's bridges, culverts, etc. Discussion ensued. Chairman Roy gave Ms. Darrow's business card to Selectman Johnson. No other decisions were made.

The post cards to be mailed regarding the upcoming Weight Limit Posting will be sent out noting that additional information can be found on the Website. Selectman Becker is drafting a letter to Copart regarding the posting, which is to be reviewed by Town Counsel. After the letter is completed, reviewed and signed it will be delivered to Copart by the Police Department.

5:21 pm Selectman Becker made a motion to adjourn; seconded by Selectman Johnson and approved.

Roy E. Fanjoy, Chairman
SB/ jj

Bruce G. Johnson

Roger A. Becker