

**Town of Webster**  
**Office of Select Board**  
**945 Battle Street**  
**Webster, NH 03303**  
**Final Work Session Minutes – February 15, 2016**  
**Approved February 29, 2016**

Staff Present: Bruce Johnson, Roger Becker, Michael Borek, Wendy Pinkham, Phil Mitchell, Emmett Bean and Leslie Palmer

Public Present: Sue Roberts, John Clark and Mike Jette

Administrative Assistant Leslie Palmer presented to the following to the Board:

- Selectman Borek moved to accept the 02/01/2016 Select Board minutes as written. Selectman Becker seconded the motion. All in favor, the motion was approved.
- Selectman Becker moved to accept the 02/01/2016 Select Board Non-Public Session minutes as amended to change “Selectman Becker” to Selectman Borek” in the second board motion. Selectman Borek seconded the motion. All in favor, the motion was approved.
- Selectman Borek moved to accept the 02/02/2016 Select Board Public Hearing minutes as written. Selectman Becker seconded the motion. All in favor, the motion was approved.
- Administrative Assistant Palmer presented a request from Bell Atlantic Mobile Systems to collocate its wireless communications facility equipment on the US Cellular tower on Dustin Rd. The Select Board signed a letter of approval as the modification does not require review or approval of the Planning or Zoning Board; the proposed work does not increase the tower height or expand the existing fenced in base of the tower.
- Administrative Assistant Palmer presented a letter from the Central New Hampshire Regional Planning Commission asking if the Town would like traffic counts conducted in Webster this year. The Select Board and the Road Agent created a list of roads to be given to the Commission.

Financial Administrator Wendy Pinkham presented the following to the Board:

- The Select Board signed the payroll and accounts payable manifests and the December and January Bank reconciliations.
- Financial Administrator Pinkham provided an updated Warrant for Select Board review as well as several copies of the 2016 Town Budget for Board signature.

Interim Police Chief Phil Mitchell presented or advised the Board of the following:

- Interim Chief Mitchell presented a letter for Board signature to be sent to the Police Academy.
- PO #3 for \$1,200 to Cross Plumbing & Heating was reviewed; the Board approved work to begin to replace the hot water heater and clean the vent pipe at the Public Safety Building.
- The low temperature alarms have been installed for the truck bays and Interim Chief Mitchell is conducting building checks as well to avoid another freezing problem.
- Mutual Aid agreements have been signed with Boscawen and Hopkinton and Interim Chief Mitchell is meeting with the Warner Chief and the Sheriff this week.
- Officer Shapiro will be on vacation for 12 days beginning February 29<sup>th</sup>. The Sheriff’s department will assist on Saturdays if needed and the Town can rely on the State Police as well. Interim Chief Mitchell noted that there may be some delays during this time.
- The generator contract for the Public Safety Building will renew April 1<sup>st</sup>.
- There have been 53 calls for service in the last two weeks. There has been an increase in motor vehicle accidents (accidents with over \$1,000 in damage) this year. There have already been six accidents this year compared to one this time last year.
- Radio units were recertified last week.

At 4:45 PM, Chairman Johnson requested to go into Non-Public Session under RSA 91-A:3 IIc, to discuss “matters which, if discussed in public, would affect adversely the reputation of any person...” Roll call was taken, Chairman Johnson – yes, Selectman Becker – yes, Selectman Borek – yes.

A motion was made by Chairman Johnson to come out of Non-Public Session at 4:58 PM and Selectman Becker seconded. All in favor the motion was approved.

At 5:01 PM, Chairman Johnson requested to go into Non-Public Session under RSA 91-A:3 IIa, to discuss “the dismissal, promotion or compensation of any public employee...” Roll call was taken, Chairman Johnson – yes, Selectman Becker – yes, Selectman Borek – yes.

A motion was made by Chairman Johnson to come out of Non-Public Session at 5:15 PM and Selectman Becker seconded. All in favor the motion was approved.

### **Police Chief Search Committee:**

Committee Chairman John Clark and Mike Jette met with the Select Board to discuss the Committee’s recommendation to hire a full time Police Chief. They outlined the collaborative process used in their meetings and noted that the hiring decision was made by an 8 to 1 vote. They presented copies of their letter of recommendation, a press release and a job posting for Select Board review. Following further discussion, it was decided that the Press Release will be sent to the Concord Monitor, Union Leader, the Grapevine, the Town’s website and the NHMA website in the next couple of days. The job posting will be sent to the same publications to be advertised from March 2<sup>nd</sup> to March 9<sup>th</sup> with a deadline of March 23<sup>rd</sup>. The Select Board will revisit the need to meet with the Committee again to develop an interview process. Sue Roberts asked if a part time offer would be considered. Mr. Jette responded that the committee considered the idea but decided against it in their recommendation.

At 5:45 PM, Chairman Johnson requested to go into Non-Public Session under RSA 91-A:3 IIb, to discuss “the hiring of any person as a public employee.” Roll call was taken, Chairman Johnson – yes, Selectman Becker – yes, Selectman Borek – yes.

A motion was made by Chairman Johnson to come out of Non-Public Session at 6:02 PM and Selectman Becker seconded. All in favor the motion was approved.

The Select Board presented Road Agent Bean with a letter recommending a temporary extension of his contract through July 4, 2016 in order to give the Board and the Road Agent time to negotiate a new contract.

The Select Board approved PO #4 for \$4,368.11 to Jordan Equipment Co. for the purchase of cutting edges.

At 6:05 PM, Chairman Johnson requested to go into Non-Public Session under RSA 91-A:3 IIc, to discuss “matters which, if discussed in public, would affect adversely the reputation of any person...” Roll call was taken, Chairman Johnson – yes, Selectman Becker – yes, Selectman Borek – yes.

A motion was made by Chairman Johnson to come out of Non-Public Session at 6:15 PM and Selectman Becker seconded. All in favor the motion was approved.

At 6:15 PM, Selectman Becker made a motion to adjourn; seconded by Selectman Borek and approved.

*Respectfully Submitted, Leslie M. Palmer*