

## BENNINGTON BOARD OF SELECTMEN

Minutes of the Meeting – September 13, 2017

Selectman James Cleary, Mark Mackesy, and Jeffrey Rose were present, as well as Deputy Administrator Kristie LaPlante. The meeting was called to order at 6:00 p.m.

Budget Committee members Richard Reed, Jon Charlonne, and Debra Whitney met with the Selectmen to discuss mutual expectations and an agenda for the 2018 Budget Development Process. Budget Committee Chairman Reed shared the Committee's intent to have a positive impact on Town budget utilization and direction and to assist in any way that keeps the Town on a sound fiscal course. The group discussed the following:

- Concerns about Highway Department practices and their budget and the need to focus on ensuring that money is spent through a best practices approach.
- The idea of implementing a competitive bid process – with the Town being one of the bidders – to better determine true costs of a project/job and aid in determining if it is a project to be done ourselves or if it should be contracted out.
- The need for a Roads Advisory Committee to work with the Road Agent in establishing a published work list of important road maintenance projects. The Selectmen appointed John Baybutt, Jon Charlonne, and Jim Cleary to serve on the Roads Advisory Committee; meeting date to be established at a later date.
- The Budget Committee would like to provide input to the Selectmen when projects are developed using SB38 Highway Block funding.
- The Selectmen should require more frequent involvement with Department Heads. Ideally Department Heads will meet with the Selectmen and/or submit written status reports on a monthly basis to document goals and objectives and stay on track with meeting the needs of the community.
- Department Heads should be required to submit their budget on time as well as any other assignments that require completion by a specific date.

The Budget Committee will ask Department Heads to develop a 2018 Budget that addresses the needs of the community; the Budget Committee is scheduled to meet and start their review of Budget submissions on October 3<sup>rd</sup>.

The Selectmen heard several complaints received from residents about the Town's roadways. The majority of the complaints involves deferred maintenance and road projects, ongoing drainage issues, and unfixed shoulder washouts. The Selectmen also heard a report that a resident ditched a portion of the Town's roadway after road debris from rain events earlier in the summer were not cleaned up and was beginning to create drainage issues on private property. The Road Agent is scheduled to meet with the Board at their next meeting.

From 7:18 p.m. to 7:42 p.m. the Selectmen met in Nonpublic Session. Selectman Cleary made the motion to enter into Nonpublic Session under RSA 91-A:3II(c); Selectmen Mackesy seconded the motion; the Board unanimously voted to enter the Nonpublic Session. Also present during the Nonpublic Session was Deputy Administrator Kristie LaPlante. The Selectmen heard a report about increased exposure to the Town and its employees with regard to bank deposits and banking completed several days after the bank deposit bag has left the office. The Selectmen also heard a report about time being documented

and compensated for banking and Post Office transactions. No decisions were made. Selectman Mackesy made a motion to adjourn the Nonpublic Session; Selectman Cleary seconded the motion; the Board unanimously voted to reconvene the public session at 7:42 p.m.

In other action, the Board:

- Reviewed and Payroll Registers and Accounts Payable Registers for September 7 and 14, 2017;
- Reviewed a report of town-wide Expenditures through September 7, 2017;
- Heard a report that the Town cannot adopt the right-of-way at Sawyer Park as a formal Road without voter approval. The matter will be put to voters on the 2018 Warrant;
- Tabled, until the next meeting, a change in compensation for the Town Treasurer;
- Requested a policy be developed to address mileage reimbursement for employees who must use their personal vehicle to attend a training or an event required by the Town;
- Requested a policy be developed regarding bank deposits to minimize risk to the Town and its employees;
- Approved the Cemetery Trustees' requested increase in the price for Cemetery Lots;
- Heard a report that there will be a nondenominational country-wide prayer for the USA on October 14, 2017 at noon at the Town Common.
- Reviewed and approved the Minutes of the Board's August 30<sup>th</sup> meeting.
- Signed a Cemetery Deed for Row 11, Lots 5 and 6;
- Signed an Intent to Cut for Map 11, Lot 15A and one for Map 14, Lot 1;
- Signed a Yield Tax Levy for Map 5, Lot 4;
- Signed three building permits (Map 3 Lot 21, Map 10 Lot 36, and Map 11 Lot 1A);

There being no other business before the Board, the meeting was adjourned at 8:07 p.m.

Respectfully Submitted,

Kristie LaPlante  
Deputy Town Administrator