

**BOARD OF SELECTMEN
MEMORIAL BUILDING**

OCTOBER 11, 2016

9:00 a.m.

The following are to be considered draft minutes only until approved by the Board at their next meeting.

Selectmen present: Don Hill, Chairman; Leigh Callaway and Tamara Butcher.

Others present: Fire Chief, Pete Lacaillade; Road Agent, Pete Abair; Chief of Police, Tim Julian; Town Clerk/Tax Collector, Cynthia Anderson; and Administrative Assistant, Janet Roberts.

Don opened the meeting at 9:00 a.m. and welcomed everyone.

Communications: Don addressed communications between departments. Communication is done via e-mail, phone and text. Everyone agreed what is in place according to individual preference is working well.

Zoning Coordinator: Don reported that Roger "Whit" Smith has been hired as the Zoning Coordinator. He is doing a great job with the process and is establishing protocol and procedures. It is likely that each department may have interaction with him through various permitting processes.

Web EOC: Don reported there are 4 laptop computers available for Web EOC use. Enhancements to connectivity are being made in the Protectworth Meeting Room at the Town Office Building. Web EOC training will be taking place on Tuesday, October 18th at 6:00 p.m.

CIP: Board members discussed potential capital expenditures:

Highway: Pete is waiting for a quote for paving at TLV and Golf Course Road. George Hill Road, Nichols Hill, Shad Hill, and Philbrick Hill are all in need of work. Leigh asked him to think about truck replacement in terms of CIP planning.

Town Clerks Office: Cynthia indicated there are no purchase requirements at this time. Other than new chairs for staff. Selectmen agreed the purchase of new chairs has already been approved, and time should be taken for employees to go to Staples to "test drive" and pick out the appropriate chair.

Leigh reported there will be a "kickoff" meeting on November 2 before construction of the storage cabinets in the Protectworth Room begins.

Police Dept: Tim reported the AED in his cruiser is no longer supporting. The AED was received through a grant. Cost to replace is about \$1250 ea. (x2). The Tasers are no longer supported and there are no updates available. Cost to replace is estimated about \$1200 ea. (x2).

The police department will be “test driving” body cameras. He is waiting for protocol information. The department, as well as departments in the area, recently received a donation of from Ruger. No issues with cruisers.

Fire Department: Pete reported the two big items coming up in terms of CIP Planning is the SCBA equipment and the 1993 tanker. The tanker has surpassed the 15-20 replacement recommendation by NFPA standards, and is a crucial piece of front-line equipment. SCBA equipment will have reached its lifetime limit soon.

Admin Office: Janet noted there are no large needs at this time. The printer, which was purchased new in 2005 has had occasional issues. Leigh noted it could be at the end of its life expectancy, and investigation into future replacement should the need arise, should be done.

Leigh noted he has quotes for 2017 for leasing versus purchase of a new network server for the office.

Leigh noted Jeff Milne is still working with the building study group and investigating possible options for a Police Department office.

Don ended the meeting by asking everyone, if they had one wish and money was not the object, what they would like to see for the town. Answers ranged from not changing anything; providing more space; changing the town name back to Protectworth, and having adequate money to be able to set up capital funds or replace equipment without impact to the tax rate.

Don thanked everyone for their input. The meeting adjourned at 10:30 a.m.

Submitted by,

Janet Roberts,
Administrative Assistant